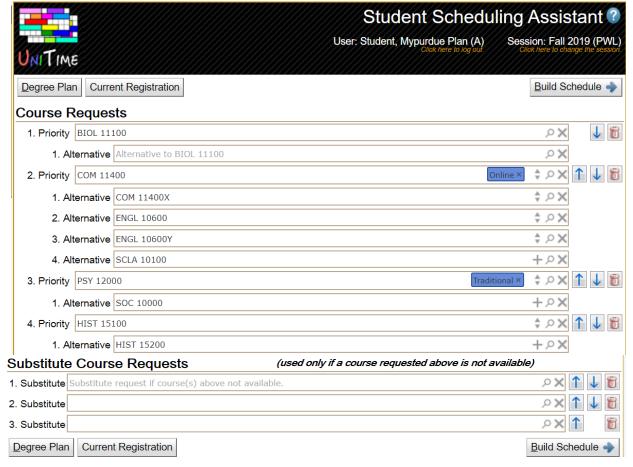
Scheduling Assistant Registration FAQ

- 1. Go to your myPurdue page and click on the Registration tab located along the top in myPurdue.
- 2. Under Register for classes, click on Use Scheduling Assistant. A new window will open.
- 3. Enter in the PIN number that you received from your Academic Advisor.
- 4. Enter the courses in which you wish to register. All of your planned classes will appear in your **Course Requests** list of the **Scheduling Assistant**.
- 5. After your courses are entered, click on **Build Schedule** in the bottom right corner.



6. To look up another class, you can go back to the **Course Requests** grid by clicking on the **Add/Drop Courses** button in the bottom left corner.



a. Once you have all the classes you need to register for on your schedule, press the **Submit Schedule** button in the lower right corner of the screen. The schedule is then validated through myPurdue. Once validated, a green check icon will appear in the last column on the right. A green check means you are enrolled in the course. If a course does not get validated, it will be listed in red with this icon to the right. You must go back and change that course according to the message in red on the bottom of the screen. Make sure that the courses you want are locked. After you change the course, press **Submit Schedule** to save your changes.