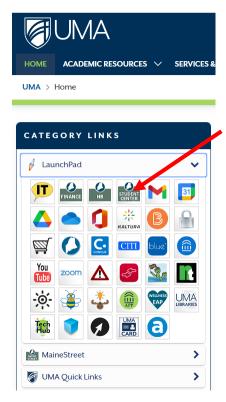
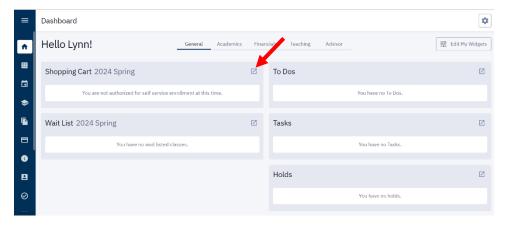
How to Add Classes to Your Shopping Cart: New Student Center

- 1. Log into your student portal at my.uma.edu.
- 2. Once on your portal, click on the Student Center icon in your Launchpad.



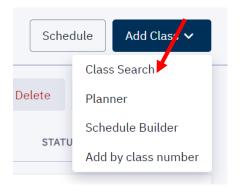
3. To preselect your next semester courses, click on the box in the upper right-hand corner of the Shopping Cart box.



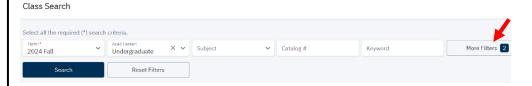
4. Click on "Add Class" on the right-hand side of the Shopping Cart. Double-check that it's on the correct semester.



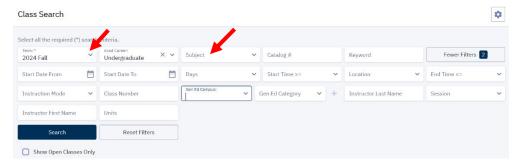
5. Click on Class Search:



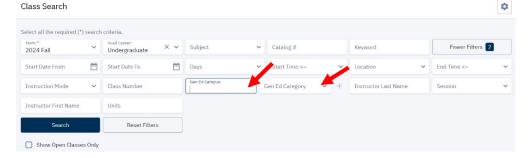
6. Click on "More Filters" to open more filter options:



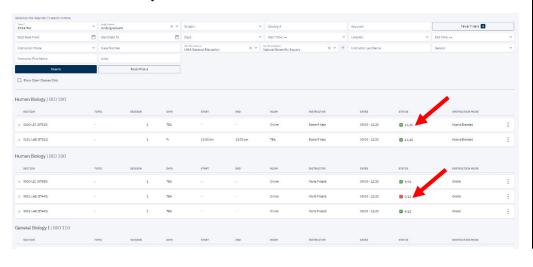
7. Make sure you're on the correct semester. To search by subject, use the dropdown subject menu:



8. To find courses that fulfill the general education requirements of your degree program use the dropdown "Gen Ed Campus" menu and select "UMA General Education." Then, use the Gen Ed Category menu and select the appropriate category. For example, select "Natural Scientific Inquiry" to find a Lab Science course.



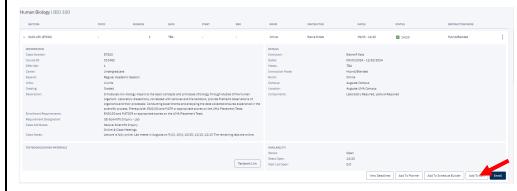
9. Beneath the search area, a list of classes will come up to choose from. A green box with an O means the class is open. A red box with a C means the class is currently closed/full.



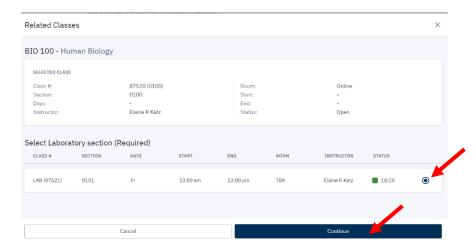
10. Click on the class you're interested in to open more information about the class.



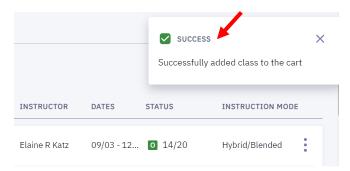
11. Once you click, this is an example of the information that will open. Click on "Add to Cart."



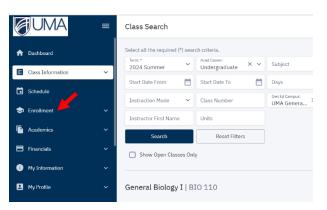
12. You may see a dialog box pop up, if you do, click on circle on the right-hand side of the course then click "Continue" to select the course.

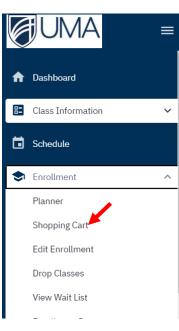


13. A confirmation box will pop up in the right-hand corner above the search filters:

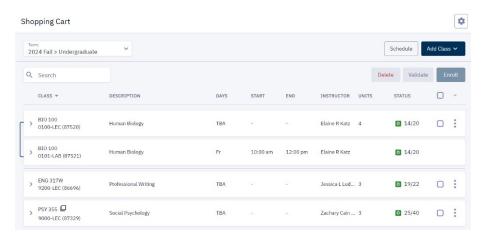


- 14. Continue adding classes to your "Shopping Cart" until you have added all the classes you want to take for the semester.
- 15. Once you have added all the classes you want to add, click on "Enrollment" on the left-hand side, then choose "Shopping Cart" to see all the classes you have chosen.

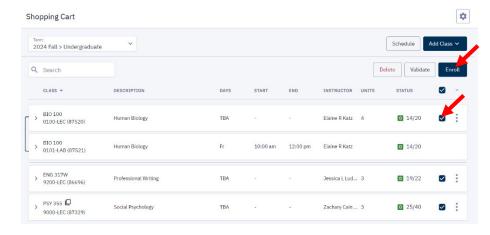




16. Your semester Shopping Cart will open.



17. Once your enrollment date opens, you can return to your Shopping Cart, click on the classes you wish to enroll in, and then click on Enroll:



→ A confirmation dialog box will pop up. Click OK.

