

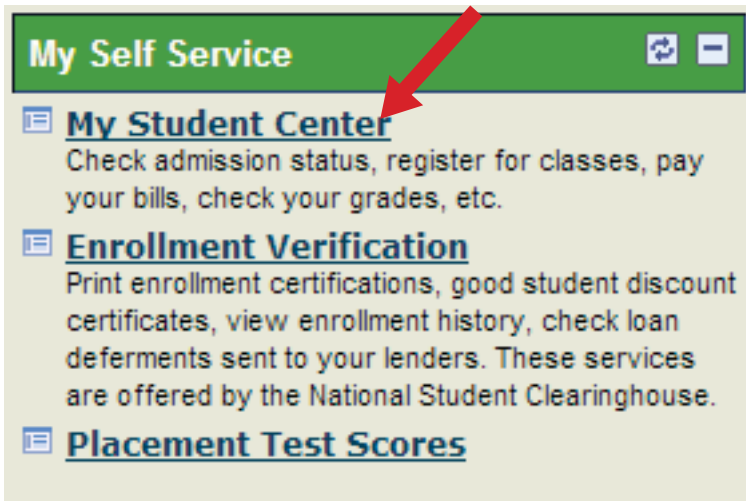
1



Go to <http://myub.ubalt.edu>




Log in using your network ID and Password

2

Click the Student Center link located on the upper left corner of the screen.



My Self Service  

-  **My Student Center**
Check admission status, register for classes, pay your bills, check your grades, etc.
-  **Enrollment Verification**
Print enrollment certifications, good student discount certificates, view enrollment history, check loan deferments sent to your lenders. These services are offered by the National Student Clearinghouse.
-  **Placement Test Scores**

3

Click the **Plan** link in the Academics section.



Academics

[Search](#)
[Plan](#) 
[Enroll](#)
[My Academics](#)

 **You are not enrolled in classes.**

[enrollment shopping cart](#) ▶

other academic...  

4

If you know the 4 digit course number, enter it in the field. Otherwise click the **Search** button.

Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click Validate to have the system check for possible conflicts prior to enrolling.

Open Closed Wait List

Fall 2008 Shopping Cart

Your enrollment shopping cart is empty.

Add to Cart:

Enter Class Nbr
 ←

Find Classes
 Class Search

←

5

Enter search criteria and click the **Search** button.

Class Search Criteria

Course Subject ▼

Course Number ▼

Course Career ▼

Show Open Classes Only

Use Additional Search Criteria to narrow your search results.

[Return to Shopping Cart](#)

6

Find the course you'd like to take and click the **Select Class** button.

▼ **CMAT 303 - ORAL COMMUNICATION IN BUSINESS**

View All Sections First 1 of 1 Last

Section [101-LEC\(3134\)](#) Status [Textbook](#) **select class**

Session Mini

Days & Times	Room	Instructor	Meeting Dates
MoWe 5:30PM - 8:00PM	Lib. Arts/Policy Bldg Rm 305	Paul Kopelke	05/28/2013 - 07/21/2013

7

Click the **Next** button.

Shopping Cart

1 2 3

1. Select classes to add - Enrollment Preferences

Summer 2013 | Undergraduate | University of Baltimore

CMAT 303 - ORAL COMMUNICATION IN BUSINESS

Class Preferences

CMAT 303-101 Lecture Open

Wait List Wait list if class is full

Grading Undergraduate Letter Grade

Session Mini Session

Units 3.00

Career Undergraduate

CANCEL **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
101	Lecture	MoWe 5:30PM - 8:00PM	Lib. Arts/Policy Bldg Rm 305	Paul Kopelke	05/28/2013 - 07/21/2013

6

A green check will indicate the course has been successfully added to your shopping cart. Please note: **This does not mean you are enrolled for the course.** Once you decide to enroll, click the green **Enroll** button.

Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click **Validate** to have the system check for possible conflicts prior to enrolling.

 **CMAT 303 has been added to your Shopping Cart.**

Summer 2013 | Undergraduate | University of Baltimore

[change term](#)

 Open

 Closed

 Wait List

Add to Cart:

Enter Class Nbr


[enter](#)

Find Classes

Class Search

[search](#)

Summer 2013 Shopping Cart

Select	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	CMAT 303-101 (3134)	MoWe 5:30PM - 8:00PM	Lib. Arts/Policy Bldg Rm 305	P. Kopelke	3.00	

for selected:

[delete](#)

[validate](#)

[enroll](#)