

# SOAR 2020

How-To Register for Classes

# Log into Portal



University of North Alabama  
Production Systems Access

Please enter your UNA username and password

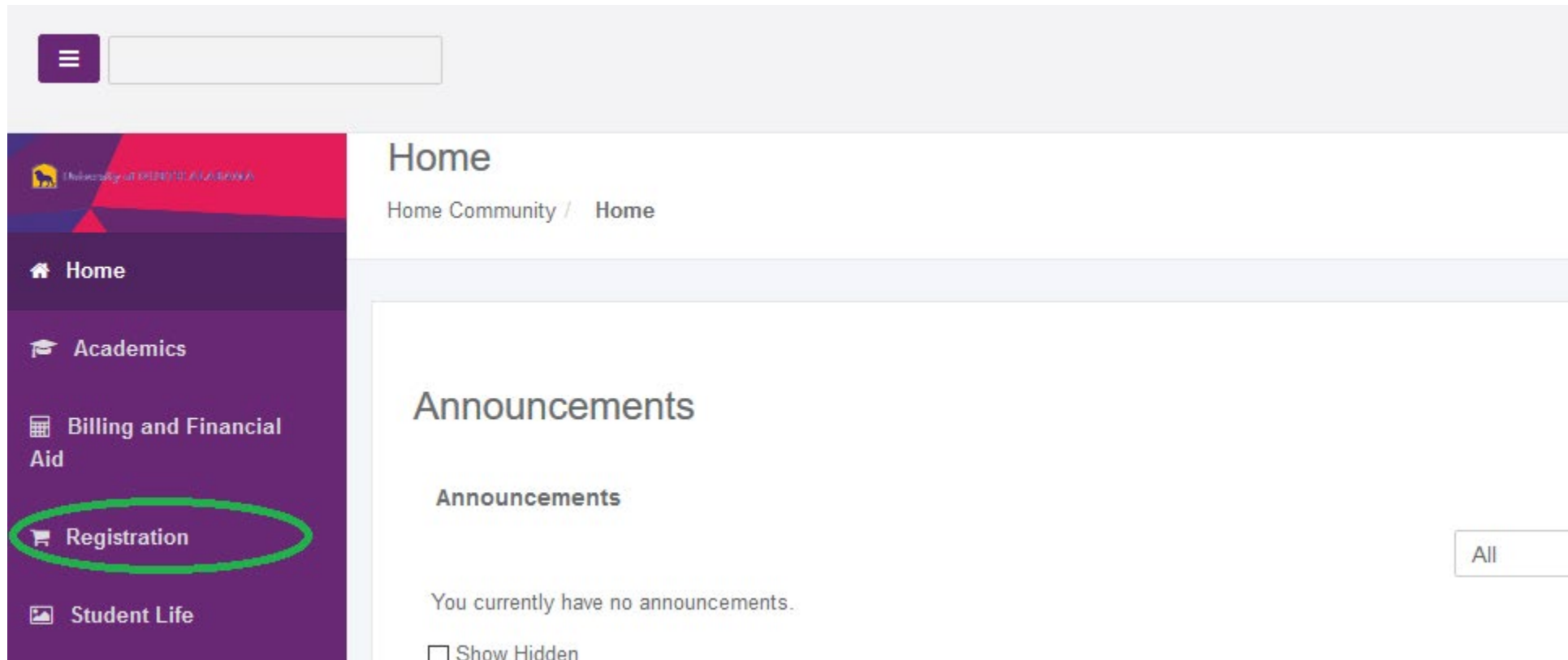
Sign in

By accessing this system, you are agreeing to all policies governing the University of North Alabama's (UNA's) systems. Current policies can be viewed [here](#). Unauthorized users should disconnect immediately.

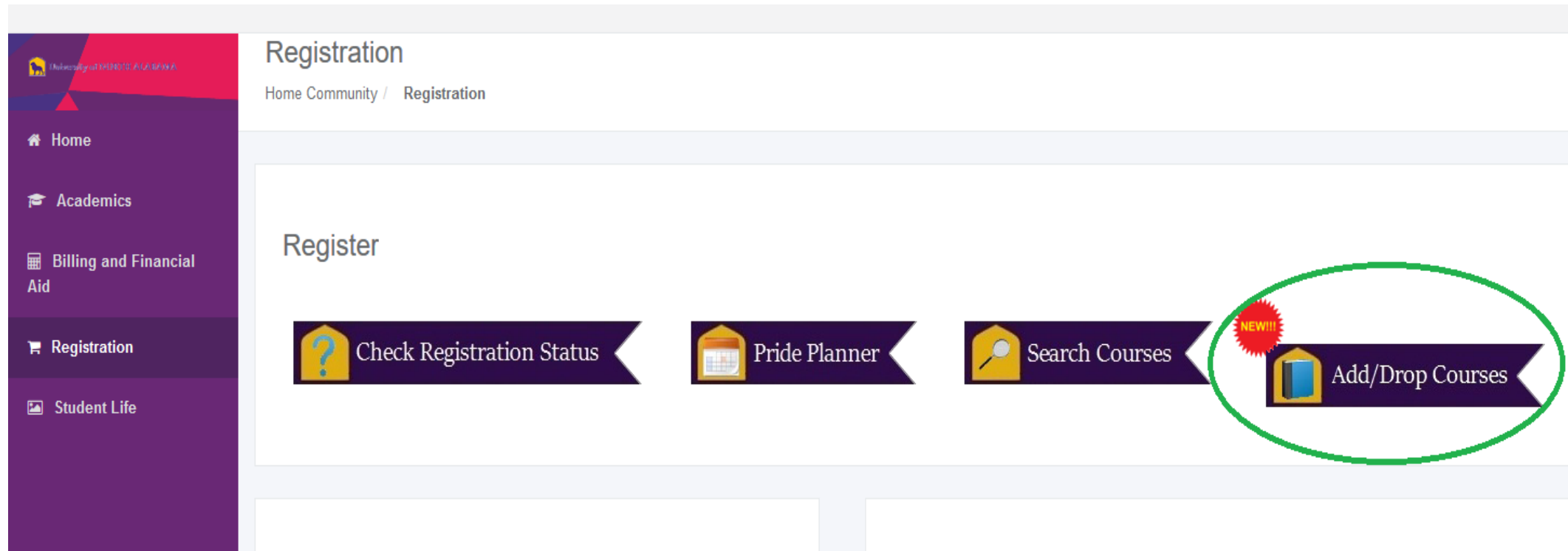
When finished, please log out of all systems **AND** close all browsers to help ensure a complete disconnect and that no other users may access your accounts.

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# Click on Registration tab



# Click on Add/Drop Courses




# Click on “Register for Classes”

 University of  
NORTH ALABAMA


[Student](#) • [Registration](#)

Registration


The University of North Alabama covers up to 18 hours before additional tuition charges apply. If you are enrolled in 12-14 hours for the semester you are eligible to register for one (1) additional cost at no ex




[Prepare for Registration](#)  
View registration status, update student term data, and complete pre-registration requirements.




[Plan Ahead](#)  
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.




[View Registration Information](#)  
View your past schedules and your ungraded classes.



[Register for Classes](#)  
Search and register for your classes. You can also view and manage your schedule.




[Browse Classes](#)  
Looking for classes? In this section you can browse classes you find interesting.



[Browse Course Catalog](#)  
Look up basic course information like subject, course and description.

# Select a Term



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[Student](#) • [Registration](#) • [Select a Term](#)


Select a Term

Terms Open for Registration

Fall 2020

Summer 2020

# To search for classes:

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[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

[Find Classes](#) [Enter CRNs](#) [Schedule and Options](#)

**The University of North Alabama covers up to 18 hours before additional tuition charges apply. If you are enrolled**  
Term: Fall 2020

Subject

Course Number


Keyword

Search

[Clear](#)

[Advanced Search](#)

# Choose a subject...

**University of  
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[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)


**Register for Classes**

[Find Classes](#) [Enter CRNs](#) [Schedule and Options](#)

**The University of North Alabama covers up to 18 hours before additional tuition charges apply. If you are enrolled in 12-14 hours f**  
Term: Fall 2020

Subject	EN
Course Number	CS - Computer Science
Keyword	EED - Elementary Education
	<b>EN - English</b>
	ENMF-Engineering-Manufacturing
	ENT - Entertainment Industry

# Enter a course number...

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Register for Classes

[Find Classes](#) Enter CRNs Schedule and Options

The University of North Alabama covers up to 18 hours before additional tuition charges apply. If you are enrolled in 12-Term: Fall 2020

Subject

✕ EN - English

Course Number

111|

Keyword

Search

[Clear](#)

[▶ Advanced Search](#)

# Select from the options by clicking “add”

University of NORTH ALABAMA

Student • Registration • Select a Term • Register for Classes

Register for Classes


Find Classes Enter CRNs Schedule and Options

Search Results — 31 Classes  
Term: Fall 2020 Subject: EN - English Course Number: 111

Search Again

Title	Subject Description	Course #	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	
<a href="#">First-Year Composition I Lecture</a>	EN - English	111	01	3	10105	Fall 20...	<a href="#">Huntley, Ryan</a> (Primary)	S M T W T F S 08:00 AM - 08:50 AM Type: Class B	Main	2 of 17 seats rem... 10 of 10 waitlist s...		Add
<a href="#">First-Year Composition I Lecture</a>	EN - English	111	02	3	14630	Fall 20...		S M T W T F S 08:00 AM - 08:50 AM Type: Class B	Main	3 of 17 seats rem... 10 of 10 waitlist s...		Add
<a href="#">First-Year Composition I Lecture</a>	EN - English	111	03	3	10107	Fall 20...	<a href="#">Trzaskoma, Kris</a> (Primary)	S M T W T F S 08:00 AM - 08:50 AM Type: Class B	Main	2 of 17 seats rem... 10 of 10 waitlist s...		Add

# To enter codes, Click “Enter CRNs”



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[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

## Register for Classes

[Find Classes](#) **[Enter CRNs](#)** [Schedule and Options](#)

### Enter Course Reference Numbers (CRNs) to Register

Term: Fall 2020

CRN


CRN

CRN

CRN

[+ Add Another CRN](#)

# Add your CRN numbers here

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[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes


[Find Classes](#) **Enter CRNs** [Schedule and Options](#)

**Enter Course Reference Numbers (CRNs) to Register**  
Term: Fall 2020

CRN	<input type="text" value="12345"/>	Laboratory BI 242, D
CRN	<input type="text" value="15524"/>	Section 202110 12546 not a valid CRN.Creative Writing Appreciation EN 255, 01
CRN	<input type="text" value="10873"/>	Principles of Macroeconomics EC 251, 04
CRN	<input type="text" value="16417"/>	Honors Forum HON 101H, H03
CRN	<input type="text"/>	

[+ Add Another CRN](#)

# Preview Schedule

 NORTH ALABAMA

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes

Enter CRNs

Schedule and Options

Enter Course Reference Numbers (CRNs) to Register

Term: Fall 2020

CRN

[+ Add Another CRN](#)

Schedule

Schedule Details

Class Schedule for Fall 2020

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10am		Creative Writing Appreciation		Creative Writing Appreciation		Creative Writing Appreciation	
11am							
12pm							
1pm							
2pm			Principles of Macroeconomics		Principles of Macroeconomics		
3pm							
4pm					Honors Forum		
5pm							

Panels

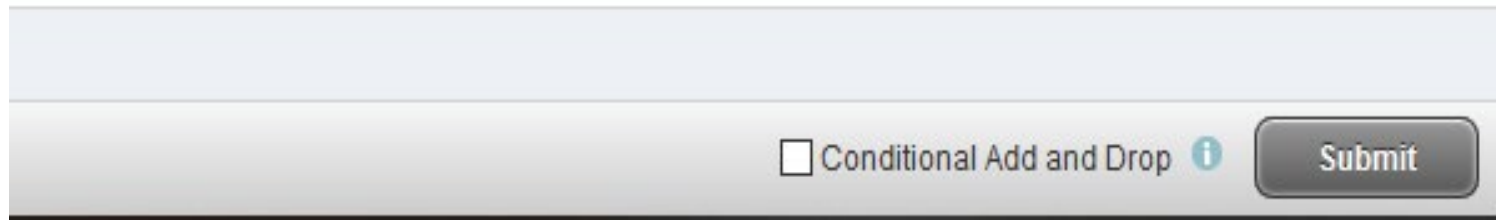
Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Honors Forum</a>	HON 101H, H03	1	16417	Lecture	Pending	**Web Registered**
<a href="#">Principles of Macroeconomics</a>	EC 251, 04	3	10873	Lecture	Pending	**Web Registered**
<a href="#">Creative Writing Appreciation</a>	EN 255, 01	3	15524	Lecture	Pending	**Web Registered**


Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 0

☐ Conditional Add and Drop

# Finally, Click Submit

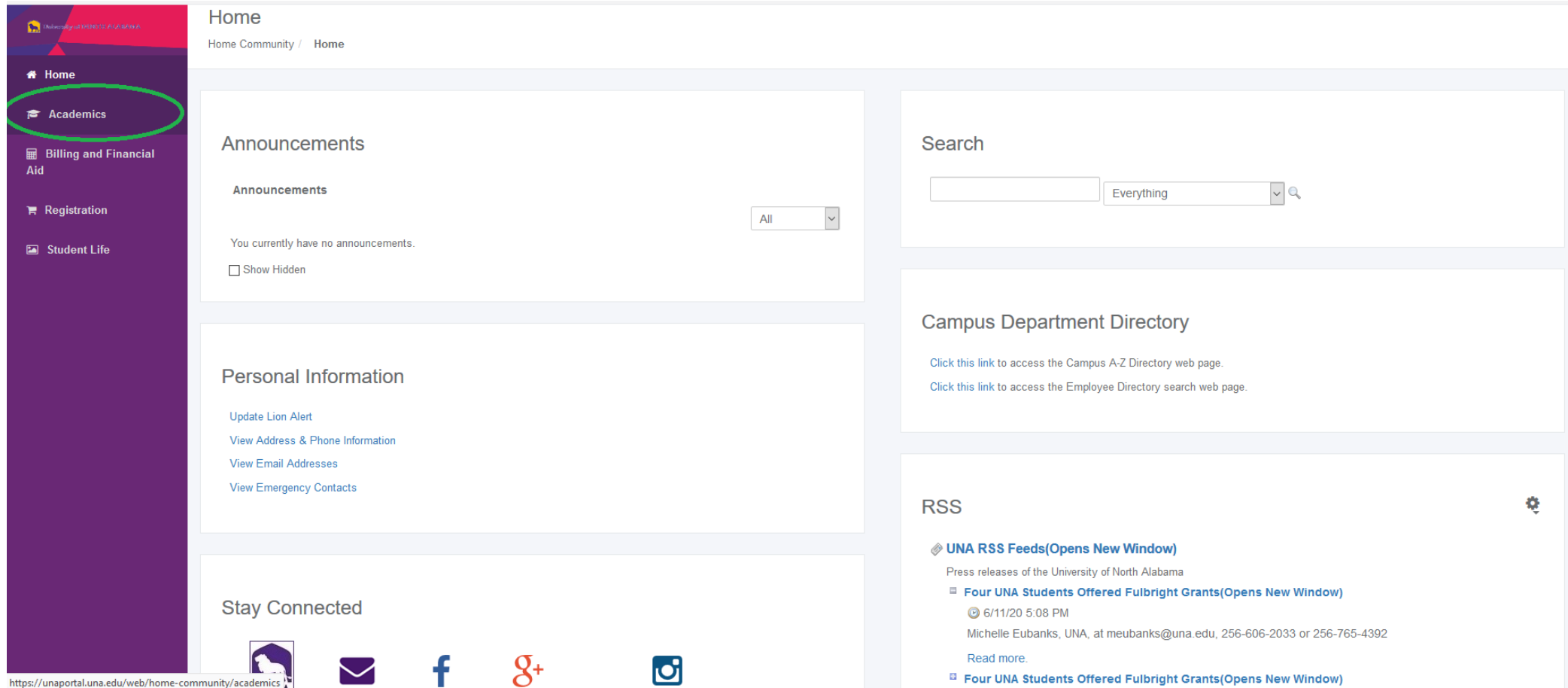


A horizontal bar with a light blue top section and a grey bottom section. In the grey section, there is a checkbox labeled "Conditional Add and Drop" followed by a teal information icon. To the right of this is a dark grey button with the word "Submit" in white.

☐ Conditional Add and Drop 

Submit

# Back to your Portal – Click Academics Tab



The screenshot displays the UNA portal's home page. On the left, a purple sidebar contains navigation links: Home, Academics (circled in green), Billing and Financial Aid, Registration, and Student Life. The main content area is titled 'Home' and includes a breadcrumb trail 'Home Community / Home'. It is divided into three columns. The left column features an 'Announcements' section with a message stating 'You currently have no announcements' and a 'Show Hidden' checkbox. The middle column contains a 'Personal Information' section with links to 'Update Lion Alert', 'View Address & Phone Information', 'View Email Addresses', and 'View Emergency Contacts'. The right column includes a 'Search' bar, a 'Campus Department Directory' with links to the 'Campus A-Z Directory' and 'Employee Directory', and an 'RSS' section for 'UNA RSS Feeds' with a link to 'Four UNA Students Offered Fulbright Grants'.

UNA Portal

Home

Home Community / Home

Announcements

Announcements

All

You currently have no announcements.

☐ Show Hidden

Personal Information

[Update Lion Alert](#)

[View Address & Phone Information](#)

[View Email Addresses](#)

[View Emergency Contacts](#)

Search

Campus Department Directory

[Click this link](#) to access the Campus A-Z Directory web page.

[Click this link](#) to access the Employee Directory search web page.

RSS

UNA RSS Feeds(Opens New Window)

Press releases of the University of North Alabama

Four UNA Students Offered Fulbright Grants(Opens New Window)

6/11/20 5:08 PM

Michelle Eubanks, UNA, at meubanks@una.edu, 256-606-2033 or 256-765-4392

[Read more.](#)

Four UNA Students Offered Fulbright Grants(Opens New Window)

Stay Connected

[Email](#)

[Facebook](#)

[Google+](#)

[Instagram](#)

<https://unaportal.una.edu/web/home-community/academics>

# Click “Student Profile”

The screenshot displays the Banner Self-Service portal interface. On the left is a purple navigation sidebar with links for Home, Academics, Billing and Financial Aid, Registration, and Student Life. The main content area is titled 'Academics' and includes a breadcrumb trail 'Home Community / Academics'. It is divided into three columns. The left column, 'Student Records', contains links for Student Records (with 'Student Profile' circled in green), Transcripts, Degree Requirements, and FERPA. The middle column, 'Banner Self Service', lists Banner Self-Service, Personal Information, Student, and Financial Aid. The right column, 'Academic Profile', shows a dropdown for 'Spring 2018' and a table of academic details including Class Standing, Degree, Level, Program, Admit Term, Catalog Term, College, and Major and Department. At the bottom, there are links for Student Grades, Preferences, Dates & Deadlines, and Graduation.

**Academics**  
Home Community / Academics

**Student Records**

**Student Records**  
[Student Profile](#)  
View your bio information, check your holds, see your schedule all from one location.

[Print Enrollment Verification](#)

**Transcripts**  
[Request Official Transcript](#)  
[View Unofficial Transcript](#)

**Degree Requirements**  
[Catalog](#)  
[Degree Works Audit & Evaluation](#)  
[Course Substitution Request](#)  
[Transient Approval Form](#)

**FERPA**  
[Records Release](#)

**Banner Self Service**

- Banner Self-Service
  - Personal Information
  - Student
  - Financial Aid

**Dates & Deadlines**

- [Academic Calendar](#)
- [Withdraw/Drop/Final Exam Dates](#)

**Graduation**

- [View Application Dates/Deadlines](#)
- [Apply for Graduation](#)
- [View Submitted Application](#)

**Academic Profile**

Spring 2018 [Select Another Term](#)

**Primary**

**Curriculum**

<b>Class Standing:</b>	Special Student
<b>Degree:</b>	Non Degree Seeking
<b>Level:</b>	Undergraduate
<b>Program:</b>	DO NOT USE
<b>Admit Term:</b>	Summer 2010
<b>Catalog Term:</b>	Summer 2010
<b>College:</b>	College of Arts and Sciences
<b>Major and Department:</b>	Early Scholar, Arts and Science

[Transcript](#) [Holds](#)


[Preferences](#)

This is your profile.

Advising • 
 Advisor Search • 
 Student Profile

## Student Profile - [REDACTED]

Term: Fall 2020	Standing: Not Calculated, as of Fall 2020	Overall Hours: 0	Overall GPA: 0.00	Registration Notices: <span style="color: red;">3</span>	Holds: <span style="color: red;">1</span>
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- [Curriculum and Courses](#)
- [Prior Education and Testing](#)
- [Additional Links](#)
- [Academic Transcript](#)
- [Student Schedule](#)
- [Week at a Glance](#)
- [View Grades](#)
- [Degree Works Audit and Evaluation](#)

**Bio Information**

Email:	[REDACTED] @una.edu
Phone:	Not Provided
Gender:	Male
Date of Birth:	05/30
Ethnicity:	Not Hispanic or Latino
Race:	White
Citizen:	Yes
Citizenship:	U.S. Citizen
Emergency Contact:	M
Emergency Phone:	256

**General Information** ⓘ

Level:	Undergraduate
Class:	Freshman
Status:	Active
Student Type:	Freshman
Residency:	In-State Resident
Campus:	Not Provided
First Term Attended:	Fall 2020
Matriculated Term:	Not Provided
Last Term Attended:	None

**Graduation Information**

Graduation Applications:	None
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**Advisors**

Advisors are not assigned for the selected term.

**CURRICULUM, HOURS & GPA** ⬆

Primary	Secondary	Hours & GPA
Degree:		Bachelor of Science
Study Path:		Not Provided
Level:		Undergraduate
Program:		Arts and Sciences Undecided
College:		College of Arts and Sciences
Major:		Undecided
Department:		Arts and Science
Concentration:		Not Provided
Minor:		Not Provided
Concentration:		Not Provided
Admit Type:		Not Provided
Admit Term:		Fall 2020
Catalog Term:		Fall 2020

**REGISTERED COURSES** ⬆

Not Registered
----------------

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: Not available | Max Hours: Not available

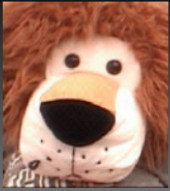
# Click on “Week at a Glance”

UNIVERSITY OF NORTH ALABAMA

Advising • Advises Search • Student Profile

## Student Profile -

Term: Fall 2020      Standing: Not Calculated, as of Fall 2020      Overall Hours: 0      Overall GPA: 0.00      Registration Notices: 3      Holds: 1



**Bio Information**

Email: @una.edu  
Phone: Not Provided  
Gender: Male  
Date of Birth: 05/30  
Ethnicity: Not Hispanic or Latino  
Race: White  
Citizen: Yes  
Citizenship: U.S. Citizen  
Emergency Contact: M  
Emergency Phone: 256

**General Information**

Level: Undergraduate  
Class: Freshman  
Status: Active  
Student Type: Freshman  
Residency: In-State Resident  
Campus: Not Provided  
First Term Attended: Fall 2020  
Matriculated Term: Not Provided  
Last Term Attended: None

**Graduation Information**

Graduation Applications: None

**Advisors**

Advisors are not assigned for the selected term.

**CURRICULUM, HOURS & GPA**

Primary	Secondary	Hours & GPA
Degree:		Bachelor of Science
Study Path:		Not Provided
Level:		Undergraduate
Program:		Arts and Sciences Undecided
College:		College of Arts and Sciences
Major:		Undecided
Department:		Arts and Science
Concentration:		Not Provided
Minor:		Not Provided
Concentration:		Not Provided
Admit Type:		Not Provided
Admit Term:		Fall 2020
Catalog Term:		Fall 2020

**REGISTERED COURSES**

Not Registered

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: Not available | Max Hours: Not available

Curriculum and Courses

Prior Education and Testing

Additional Links

Academic Transcript

Student Schedule

**Week at a Glance**

View Grades

Degree Works Audit and Evaluation

# Click on "Next Week"

<a href="#">Previous Week</a>		<b>Week of Aug 17, 2020</b> (1 of 17)					<a href="#">Go to (MM/DD/YYYY):</a> <input type="text"/> <input type="button" value="Submit"/>	
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	<a href="#">Next Week</a>	
8am			BI 101-01 11005 Class 8:00 am-8:50 am Mitchell Burford Sci/Tech Bldg 120		BI 101-01 11005 Class 8:00 am-8:50 am Mitchell Burford Sci/Tech Bldg 120			
9am								
10am				MA 112-07 10292 Class 9:30 am-10:45 am Mathematics Building 8				
11am				CIS 125-05 10705 Class 11:00 am-12:15 pm Raburn Wing of Keller Hall 211				
12pm			FYE 101-31 14715 Class 12:00 pm-12:50 pm Flowers Hall 307					
1pm								
2pm			HI 201-08 14666 Class 2:00 pm-3:15 pm Bibb Graves Hall 321					
3pm								

# This is your Schedule. Locations included!

<a href="#">Previous Week</a>		<b>Week of Aug 24, 2020</b> (2 of 17)				<a href="#">Next Week</a>	
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8am	BI 101-01 11005 Class 8:00 am-8:50 am Mitchell Burford Sci/Tech Bldg 120		BI 101-01 11005 Class 8:00 am-8:50 am Mitchell Burford Sci/Tech Bldg 120		BI 101-01 11005 Class 8:00 am-8:50 am Mitchell Burford Sci/Tech Bldg 120		
9am							
10am		MA 112-07 10292 Class 9:30 am-10:45 am Mathematics Building 8		MA 112-07 10292 Class 9:30 am-10:45 am Mathematics Building 8			
11am				CIS 125-05 10705 Class 11:00 am-12:15 pm Raburn Wing of Keller Hall 211			
12pm		BI 101-K 11711 Class 12:00 pm-1:50 pm Mitchell Burford Sci/Tech Bldg 116	FYE 101-31 14715 Class 12:00 pm-12:50 pm Flowers Hall 307				
1pm							
2pm	HI 201-08 14666 Class 2:00 pm-3:15 pm Bibb Graves Hall 321		HI 201-08 14666 Class 2:00 pm-3:15 pm Bibb Graves Hall 321				
3pm							

Go to (MM/DD/YYYY):

# Questions?

- Chat me in the zoom right now!
- Email me at [sliles@una.edu](mailto:sliles@una.edu)
- Call 256-765-4789
- We can set up a one-on-one zoom if you prefer 😊