

This video will help you understand the important rules, regulations, and technical elements you need to know regarding your UC San Diego academics.

WebReg Appointment Times

- <http://tritonlink.ucsd.edu>

UC San Diego



By now, you should have already reviewed your WebReg appointment time. Just in case, we're going to show you how to find it.

Go to <http://tritonlink.ucsd.edu>

WebReg Appointment Times

The screenshot shows the UC San Diego TritonLink website. At the top, there is a blue header with 'CURRENT STUDENTS' on the left and 'UC San Diego' on the right. Below the header is a search bar and a 'Find Faculty/Staff' link. The main navigation menu includes 'Academics', 'Finances & Jobs', 'Student Life', 'Well-Being', and 'Campus Services'. A yellow arrow points to the 'TritonLink Tools' button in the right-hand sidebar. The sidebar also contains buttons for 'STUDENT FORMS', 'CALENDARS', 'UCSD EMAIL', 'TED COURSE WEBSITES', and 'PORT TRITON'. The main content area is titled 'ANNOUNCEMENTS & DEADLINES' and features three columns of information: 'Fall Enrollment', 'Late Grades', and 'Sep 2'. At the bottom of the page, there are several small images and text blocks, including the UC San Diego logo and the Eleanor Roosevelt College logo.

UC San Diego



Click on the "TritonLink Tools" button.

WebReg Appointment Times

The screenshot shows the UC San Diego TritonLink website. At the top, it says 'CURRENT STUDENTS' and 'UC San Diego'. Below that is a search bar and navigation links. The main content area is titled 'My TritonLink: Tools' and lists various online student tools. A yellow arrow points to the 'WebReg' link under the 'Classes & enrollment tools' heading.

My TritonLink: Tools
Last updated: August 15, 2015 1:52:30 PM PDT
Give feedback

Find links to access online student tools.

Advising tools

- **Search Advisor:** Check your academic progress with your degree audit.
- **General Catalog:** Read course descriptions for UCSD classes.
- **GPA Calculator:** Use this to project your future GPA.
- **Major and Minor:** Manage major and minor declarations.
- **Transfer Credits:** Find out which UCSD courses can transfer to UCSD.
- **Virtual Advisor:** Get answers to questions about academic advising in various departments.

Classes & enrollment tools

- **WebReg:** Plan your schedule, then register for classes and add, drop, and withdraw from classes.
- **Schedule of Classes:** See class times, sizes, available seats, prerequisites, course evaluations and faculty listing.
- **Classes and Wait Lists:** See class and wait list information.

Financial tools

- **Billing and Payments:** Find out what you owe and pay your bills.
- **Direct Deposit:** The fastest, most secure, and environmentally friendly way to receive your financial aid, stipends, and refunds.
- **Financial Aid:** View your application status and details about your financial award.
- **Health Fee Waiver:** Use this if you want to use private health insurance.
- **Holds:** Find out if and why you have a hold, and how to get it removed.
- **Parking Permits:** Buy a permit and view your bill online.
- **Residency for Tuition Purposes:** Check your residency status.

Engaged learning tools

- **Research Experience & Applied Learning (REAL) Portal:** Discover internships, research opportunities, international experiences, and more.

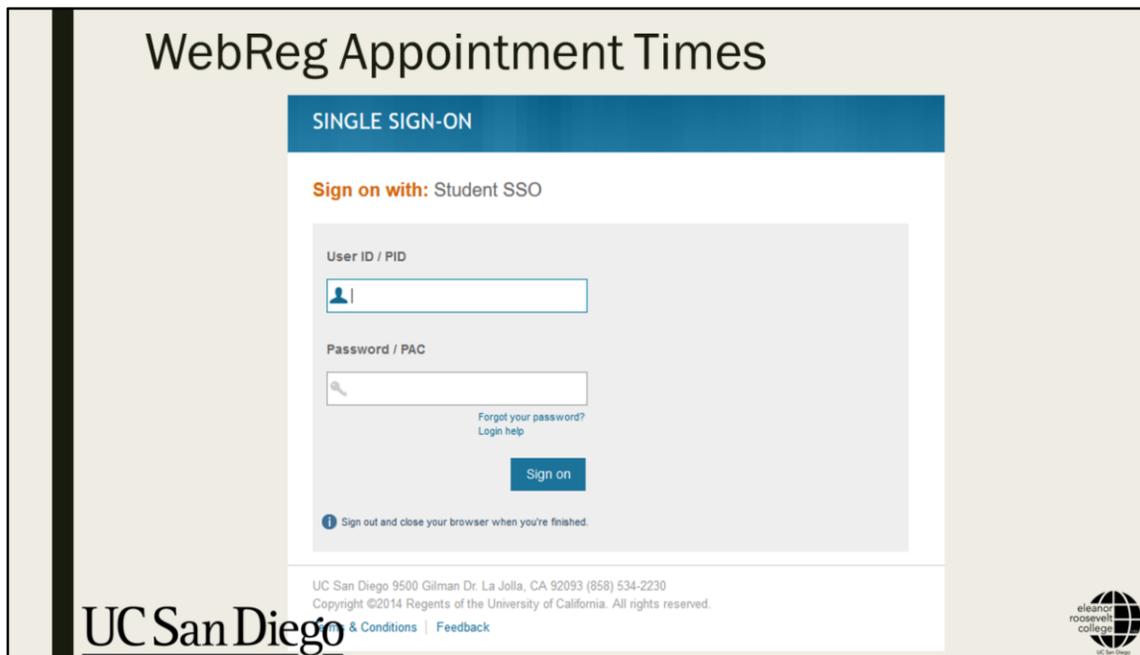
Grades & transcript tools

- **Academic History:** See your grades and unofficial transcript.
- **Late Grades Report:** If you don't see a grade listed for a class (10 days after the end of the quarter), check this list, then contact your instructor.
- **Order Transcripts:** Order your transcript online.
- **Order Verifications:** Order your verification documents online.
- **Track Verification Orders:** See if your requested verification has been sent.

Personal & career tools

- **Addresses:** Keep your contact information up to date.
- **Port Triton:** Student and alumni portal to jobs and internships.
- **Registration ID:** For new students who need to update their progress on Hep B shots.
- **Tuberculosis (TB) Screening Questionnaire:** For new students who need to complete the questionnaire prior to registration.

Click on the “WebReg” link under the “Classes & enrollment tools” heading.



And use your PID and password to log in. For privacy reasons, we can't actually access a student's records to show you for this video. So we'll be showing you an example instead.

The screenshot shows the 'WebReg Appointment Times' page. At the top, there is a navigation bar with 'MY TRITONLINK' on the left and 'UC San Diego' on the right. Below this is a menu with links for 'Current Students', 'Advising & Grades', 'Classes & Enrollment', 'Financial Tools', 'Personal Tools', 'Student Forms', and 'Help'. The main content area features a decorative graphic of a person with arms raised, and the heading 'Course Enrollment' in orange. Below the heading is a form with the text 'Select a term to begin:' followed by a dropdown menu set to 'Fall Quarter 2019' and a 'Go' button. A link for 'New to WebReg? View the tutorial' is positioned below the form. The UC San Diego logo is visible in the bottom left corner, and the Eleanor Roosevelt College logo is in the bottom right corner.

Select the quarter you want to enroll in and click “Go”.

WebReg Appointment Times

MY TRITONLINK UC San Diego

Current Students Advising & Grades Classes & Enrollment Financial Tools Personal Tools Student Forms Help

Course Enrollment

Appointment time | Enrollment Information | Fall Quarter 2015

You can plan your courses. Enrollment for the term begins on May 6 and is based on your appointment times.

Search for Classes: (e.g., BILD, BILD 3 or computer 3) Search

My schedule: Create new, copy, rename ... Add Event

Subject Course	Title	Section Code	Type	Instructor	Gr Opt	Units	Days	Time	BLDG	Room	Status / (Position)	Action
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UC San Diego



You will see a link to your appointment time at the top of the screen.

WebReg Appointment Times

The screenshot shows a web interface for UC San Diego. At the top, it says 'MY TRITONLINK' and 'UC San Diego'. Below that, there are tabs for 'Current Students' and 'Adv'. The main content area is titled 'Enrollment Time' and displays the following information:

- Start date/time: Saturday, 05/11/2019 7:00 p.m. PT
- End date/time: Monday, 05/13/2019 11:59 p.m. PT

There is a dropdown menu set to '2015' and an 'Add Event' button. Below this is a table with two columns: 'Subject / Course' and 'Action'. A 'Close' button is located at the bottom right of the window. The UC San Diego logo is visible in the bottom left corner of the screenshot, and the Eleanor Roosevelt College logo is in the bottom right corner.

For your first quarter, WebReg appointment times are **randomly assigned** by the Registrar's Office and cannot be changed. When your appointment time arrives, you need to enroll in classes as soon as you can to ensure greater course selection.

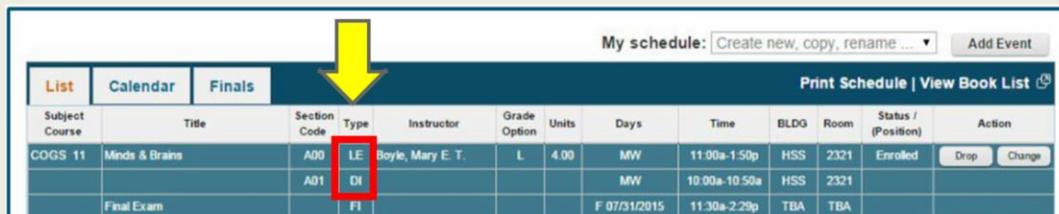
Enrollment dates and times refer to Pacific Standard Time zones so if you will be enrolling in courses online in a different time zone, be sure to mark that day and time on your calendar appropriately.

Course Recommendations: August 16, 2019!

Your college recommendations will be available on August 16th on the New Student Site (<http://newstudent.ucsd.edu>).

College recommendations were provided to you by ERC Academic Counselors using the information you provided in your Academic Background in the New Student Site. Below your course recommendations, you will see some Course Comments. Read these comments carefully to be sure you have all of the information you need before registering for your courses.

Lecture (LE) vs. Discussion (DI)



My schedule:

[List](#) [Calendar](#) [Finals](#) [Print Schedule](#) | [View Book List](#)

Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Days	Time	BLDG	Room	Status / (Position)	Action
COGS 11	Minds & Brains	A00	LE	Boyle, Mary E. T.	L	4.00	MW	11:00a-1:50p	HSS	2321	Enrolled	<input type="button" value="Drop"/> <input type="button" value="Change"/>
		A01	DI				MW	10:00a-10:50a				
	Final Exam		FI				F 07/31/2015	11:30a-2:29p	TBA	TBA		

UC San Diego



Now let's talk about the difference between Lecture (LE) and Discussion Section (DI).

Lecture (LE) and **Discussion Sections (DI)** work together as two components of the same course.

The **Lecture** is taught by the professor and is where ideas, concepts, and examples are presented and explained to the entire class. Lectures usually have a hundred or more students in one room and meet two or three times a week.

The **Discussion Section**, usually led by a teaching assistant (TA), is where students can discuss and analyze the ideas and concepts presented in lecture with each other in a smaller group setting. Discussion Sections usually have no more than about 20 students and meet once or maybe twice a week. Discussion Sections are also where the focused writing instruction happens for their course, where students do exercises and assignments that involve thinking and writing about material learned in lecture.

Schedule Planning and Prerequisites

Course Enrollment Appointment time | Enrollment Information | Fall Quarter 2015

Your enrollment eligibility is based on your appointment time. Check the appointment link for your assigned appointment times.

Your **Planned Courses** are not official until you officially **Enroll**.

My schedule create new, copy, remove

Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Sec	Time	BLDG	Room	Status (Preferred)	Action
COGS 1	Introduction to Cognitive Sci	ADD	LE	Erman, Jeffrey L.	L	4.00	TH	9:00a-10:00a	TBA	TBA	Enrolled	Drop Change
		ADD	DE						TBA	TBA		

My Events

Name	Location	Start	End	Days	Action
work	bookstore	11:00a	1:00p	Mon Tue Wed Thu Fri Sat Sun	Remove Close

Course Enrollment Appointment time | Enrollment Information | Fall Quarter 2015

You can plan your courses. Enrollment for the term begins on May 6 and is based on your appointment times.

Search for Classes:

Advanced Search

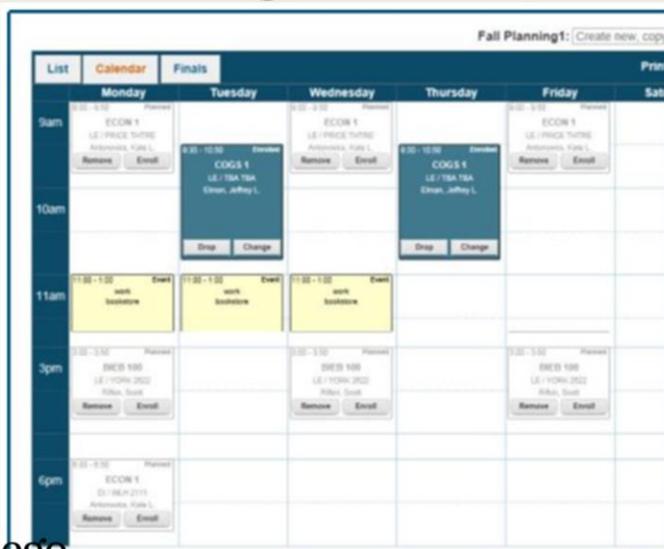
Section Number	Section	Meeting Type	Class	Time	Building	Room	Avail	Total Seats	Waitlist	Book	Instructor	Action
840217	ADD	LE	MSOP	9:00a-9:50a	PRCE	TH150						<input type="button" value="Plan"/>
840218	ADD	DE	M	9:00a-9:50a	MSH	2111	34	0			Adriana, Kate L.	<input type="button" value="Plan"/>
840219	ADD	LE	MSOP	9:00a-9:50a	PRCE	TH150						<input type="button" value="Plan"/>
840220	ADD	DE	M	7:00p-7:50p	MSH	2111	34	0			Adriana, Kate L.	<input type="button" value="Plan"/>
840221	ADD	LE	MSOP	9:00a-9:50a	PRCE	TH150						<input type="button" value="Plan"/>
840222	ADD	DE	M	9:00a-9:50a	MSH	2111	34	0			Adriana, Kate L.	<input type="button" value="Plan"/>

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You should have already watched the [WebReg Tutorial video](#) we sent to your email address, which covers in detail how students will use WebReg to enroll in courses. One of the topics that was covered in the video was how to create a course schedule using the My Schedule tool and the Plan button that is available next to all courses.

Schedule Planning and Prerequisites



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Creating a course schedule under “My Schedule” area in WebReg is just a tool students can use to create sample plans for what their schedule may look like in a given quarter. Making a sample plan **does not** enroll you in those courses. It just helps you map out a potential plan.

Items in Yellow are personal items you have added to your sample plan that are not related to course enrollment.

Courses in White and Grey are courses that you have added to your sample plan, but have not yet enrolled. You’ll need to click on the “Enroll” button in order to be added to the course.

Courses in Blue are courses that you are enrolled in for the quarter.

When building your course schedule, you may get a warning message if you are trying to include a course into your course schedule that you do not have prerequisites for. You can still continue to create your course schedule plan even if that warning shows up. However, when it is time for you to enroll in the courses, you may not be able to enroll in the course until prerequisites are met.

Prerequisites & Enrollment Authorization System (EASy)

Transfer Courses						
Subject	Course	Course Title	Units	Grade	Term	Level
AP	CH4	Chem Sc4 Advanced Placement Credit	8.00	P	SP14	LD
AP	MA5	Math:CalcAB-Sc5 Advanced Placement Credit	4.00	P	SP13	LD
AP	CA3	Computer Sci A Advanced Placement Credit	2.00	P	SP14	LD
AP	CN5	Chinese Lng Cul Advanced Placement Credit	8.00	P	SP14	LD
AP	HG5	Human Geography Advanced Placement Credit	4.00	P	SP14	LD
PHYS	201	Phys: Mechanics & Wave Motion Citrus Coll	7.50	C	FA01	LD
PHYS	202	Phys - Elec & Magnetism Citrus Coll	7.50	B	SP02	LD

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Some of your test scores or transfer coursework can be used as prerequisites for courses you may need in Fall. The most common courses are in Math, Chemistry, and Language.

Be sure to check that all of your exam scores and transfer courses are posted on your Academic History in TritonLink before enrollment begins. If they are not posted, or you sent them late, submit an [Enrollment Authorization System \(EASy\)](#) request to the academic department to allow enrollment.

Duplication of Credit

Transfer Courses							
Subject	Course	Course Title Transferred From	Units	Grade	Term	Level	
AP	CH4	Chem Sc4 Advanced Placement Credit	8.00	P	SP14	LD	UCSD Approx CHEM 4
AP	MA5	Math: CalcAB-Sc5 Advanced Placement Credit	4.00	P	SP13	LD	MATH 20A
AP	CA3	Computer Sci A Advanced Placement Credit	2.00	P	SP14	LD	
AP	CN5	Chinese Lng Cul Advanced Placement Credit	8.00	P	SP14	LD	
AP	HG5	Human Geography Advanced Placement Credit	4.00	P	SP14	LD	
PHYS	201	Phys: Mechanics & Wave Motion Citrus Coll	7.50	C	FA01	LD	PHYS 2A PHYS 2BL
PHYS	202	Phys - Elec & Magnetism Citrus Coll	7.50	B	SP02	LD	PHYS 2B PHYS 2CL




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<http://tritonlink.ucsd.edu>


“Duplication of Credit” is an important thing to keep in mind when enrolling in Fall quarter classes.

If you already have credit for a course, from AP or IB credit or from transfer courses, you **cannot** retake that class for credit and **should not** enroll in the course.

Duplication of Credit

 **Alert:**

- **Warning:** You've taken this course before under one of the following circumstances.
 - **If you've taken this course one or more times before and received a passing grade of A+, A, A-, B+, B, B-, C+, C, C-, P, or S,** you will receive zero (0.0) units for taking this course again.
 - **If you've taken this course two or more times and received grades of D, F, NP or U,** you must get approval to enroll again. To request approval: Undergraduates, see your college Academic Advising Office; SPPS students, visit the SPPS Student Affairs Office.
 - **If you've taken this course before and received a grade of D or F,** you can only repeat the course for a letter grade.
- See the General Catalog, the department, or your college advisor for limits/ restrictions on course repetition.

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<http://tritonlink.ucsd.edu>



If you attempt to add a course for which you already have credit, you will receive an error message similar to the one shown here. The important thing to remember is that you cannot receive credit for the same course twice.

Waitlisting a Course

My schedule:

List | **Calendar** | **Finals** Print Schedule | View Book List

Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Days	Time	BLDG	Room	Status / (Position)	Action
COGS 11	Minds & Brains	A00	LE	Boyle, Mary E. T.	L	4.00	MW	11:00a-1:50p	HSS	2321	Enrolled	<input type="button" value="Drop"/> <input type="button" value="Change"/>
		A01	DI				MW	10:00a-10:50a	HSS	2321		
	Final Exam		FI				F 07/31/2015	11:30a-2:29p	TBA	TBA		
MATH 20C	Calculus&Analyt Geom/Sci&Engnr	A00	LE	Zhou, Shenggao	L	4.00	MW	3:00p-5:50p	CENTR	105	Waitlist (1)	<input type="button" value="Drop"/> <input type="button" value="Change"/>
		A01	DI				TuTh	3:00p-3:50p	APM	B412		
	Final Exam		FI				F 07/31/2015	3:00p-5:59p	TBA	TBA		



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Another topic that was covered in the WebReg Tutorial video is waitlisting for a course.

If a course is full, you can add yourself to the waitlist to try and get into the course. Only if someone drops the course will students be added to the course based on their position on the waitlist. Waitlists are automated so you have to continue checking your schedule to see whether you got into the course or not.

Students will continue to be added to classes from the waitlist as seats become available until the end of Thursday of Week 2. The last day students are able to add into a course with available seats is Friday of Week 2.

We don't recommend waitlisting for a course if seats are available at other times for the course. It is much better to be in a class than to waitlist.

Schedule Conflicts

⚠ You have a scheduling conflict!

- BIEB 100 and BILD 1

You are responsible for resolving time conflicts, which may also include conflicts in the midterm or final exam schedules. Special accommodations are not guaranteed. Review your Calendar and Final Tab now.

My schedule: Create new, copy, rename Add Event

List	Calendar	Finals	Print Schedule									
Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Days	Time	BLDG	Room	Status / (Position)	Action
ANTH 21	Race and Racisms	A00	LE	Staff	L	4.00	MWF	12:00p-12:50p	CENTR	119	Planned	Remove Enroll
BIEB 100	Biostatistics	A00	LE	Rifkin, Scott	L	4.00	MWF	3:00p-3:50p	YORK	2822	Planned	Remove Enroll
BILD 1	The Cell	A00	LE	Raebler, Keville	L	4.00	MWF	3:00p-3:50p	WLH	2001	Planned	Remove Enroll

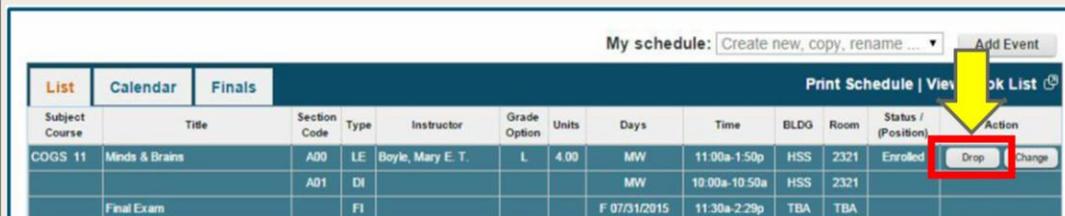
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If you enroll in courses that are at the same time, you will receive warning messages in a variety of places.

Students are responsible for adjusting their schedules so there are no conflicts.

Dropping a Course



The screenshot shows a web interface for managing a course schedule. At the top, there is a 'My schedule:' dropdown menu with options 'Create new, copy, rename...' and an 'Add Event' button. Below this is a navigation bar with 'List', 'Calendar', and 'Finals' tabs, and links for 'Print Schedule | View' and 'Book List'. The main content is a table with columns: Subject Course, Title, Section Code, Type, Instructor, Grade Option, Units, Days, Time, BLDG, Room, Status / (Position), and Action. A yellow arrow points to the 'Drop' button in the 'Action' column of the first row.

Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Days	Time	BLDG	Room	Status / (Position)	Action
COGS 11	Minds & Brains	A00	LE	Boyle, Mary E. T.	L	4.00	MW	11:00a-1:50p	HSS	2321	Enrolled	Drop Change
		A01	DI				MW	10:00a-10:50a	HSS	2321		
	Final Exam		FI				F 07/31/2015	11:30a-2:29p	TBA	TBA		

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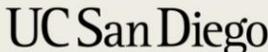


If you want to drop a course you have enrolled in, click on the “Drop” button as shown on the right-side of the example on the screen.

You have until Friday of Week 4 to drop a course without a W grade and the class will not appear on your transcript.

W Grades

FA18	BICD	100	4.00	A	
FA18	CHEM	40B	4.00	W	←
FA18	LIHL	112F	4.00	A-	
FA18	PHYS	1AL	2.00	W	←

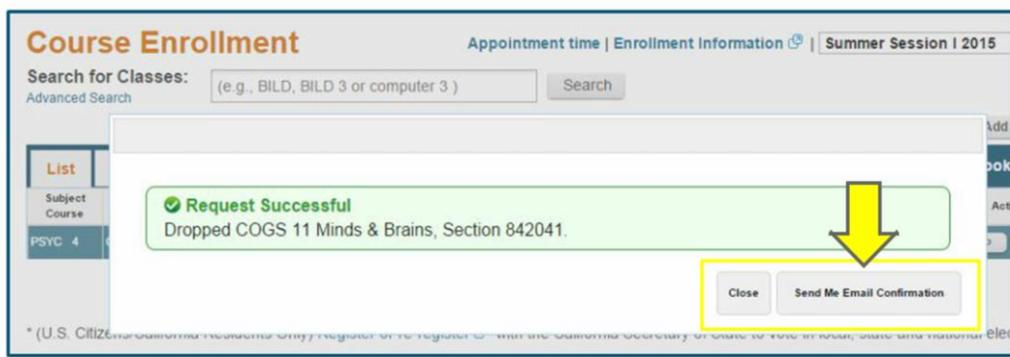



If you stay in the course beyond Friday of Week 4, you still have the option to drop a course through Friday of Week 6, but you will receive a W grade on your transcript for that course.

The W grade means that you dropped a class after the first drop deadline. W grades do not impact your GPA, and can be repeated for credit. For certain lab courses, students may receive W grades if a course is dropped after the second scheduled meeting so be aware of this regulation if you decide to drop a lab course.

You can only have one W grade per course. If you repeat the course you cannot drop with a W again. Numerous W grades can have a negative impact on your transcript, but a few W grades on your transcript are fine for graduate or medical school.

Email Confirmation



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You should always click the “Send Me Email Confirmation” button after any action you take on WebReg and keep them for your records just in case you run into any technical errors using the WebReg system.

Grading Options: Letter Grade vs. Pass/No Pass

My schedule:

[List](#) [Calendar](#) [Finals](#) [Print Schedule](#) | [View Book List](#)

Subject Course	Title	Section Code	Type	Instructor	Grade Option	Units	Days	Time	BLDG	Room	Status / (Position)	Action
COGS 11	Minds & Brains	A00	LE	Boyle, Mary E. T.	L	4.00	MW	11:00a-1:50p	HSS	2321	Enrolled	Drop <input type="button" value="Change"/>
		A01	DI				MW	10:00a-10:50a				
	Final Exam		FI				F 07/31/2015	11:30a-2:29p	TBA	TBA		

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Let's talk about the difference between Letter Grade and Pass / No Pass.

A **Letter grade** reflects your performance in a class and results in grade points that count toward your GPA. Students can earn up to an A or as low as an F grade for a course. UC San Diego does not differentiate between A's and A+'s.

A **Pass/No Pass (P/NP)** shows that you have either passed or not passed a class. Students whose overall performance in a class is a C- or better will receive a Pass grade. Performance in a class that is below a C- will result in a No Pass grade. Classes with P grades, or Passing grades, count toward your unit requirements for a degree but do not apply to your GPA. No more than one-fourth of your total UC San Diego course units (or no more than 25%) can be taken as Pass/No Pass.

Similar to Dropping a Course, you have until Friday of Week 4 to decide whether you want to take a course for letter grade or Pass/No Pass and you can see what option you chose on WebReg under the "Grade Option" column as shown in the middle of the example on the screen. You can change your grading option for a course using the "Change" button as shown on the right-side of the example on the screen. After Friday of Week 4, you cannot change your grading option so be sure you have the

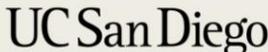
grading option you want before then.

Keep in mind that most majors do not allow Pass/No Pass grades to count towards major requirements. In addition, some of your ERC GE requirements cannot be taken for Pass/No Pass grades, such as MMW and two of your Regional Specialization GE courses.

Weekly Quarter Deadlines

Quarterly Dates & Deadlines	Week 1	
	Week 2	Deadline to Add Courses and Apply for Part-Time Status
	Week 3	
	Week 4	Deadline to Drop Courses Without a "W" and Change Grading Options
	Week 5	
	Week 6	Deadline to Drop Courses With a "W"
	Week 7	
	Week 8	
	Week 9	
	Week 10	
	Finals Week	

**BE SURE TO EMAIL YOURSELF A COPY OF ALL TRANSACTIONS
 --- CHECK YOUR @UCSD EMAIL ADDRESS REGULARLY ---**




Here are the some important deadlines for the quarter. These are also posted on TritonLink.

- Week 2 is the deadline to add courses and to apply for part-time status
- Week 4 is the deadline to drop courses without a W and change grading options between letter grade and P/NP
- Week 6 is the deadline to drop courses with a W

These are strict deadlines and only rarely are exceptions granted. You are solely responsible for your academic record including adding and dropping and changing by these deadlines. Again, remember to email yourself all WebReg transactions for your records.

Important Upcoming Dates and Deadlines

- On the New Student Site: <http://newstudent.ucsd.edu>
 - *Webinars during the summer*
 - *Online Advising*
- Keep checking your UCSD email address for ERC Academic Advising Updates
- Visit <http://newstudent.ucsd.edu>

UC San Diego



So just remember to check your enrollment time and start planning for classes for Fall using the WebReg system.

Please review the important dates and deadlines in the New Student Site and check your UCSD email for more updates from ERC Advising.

We look forward to answering any questions you might have during our webinar sessions or through Online Advising in the New Student Site!