

How to Enroll Concurrent Courses

注册 regular 课程的流程

1. Sign into CalCentral with your CalNet ID



calcentral.berkeley.edu

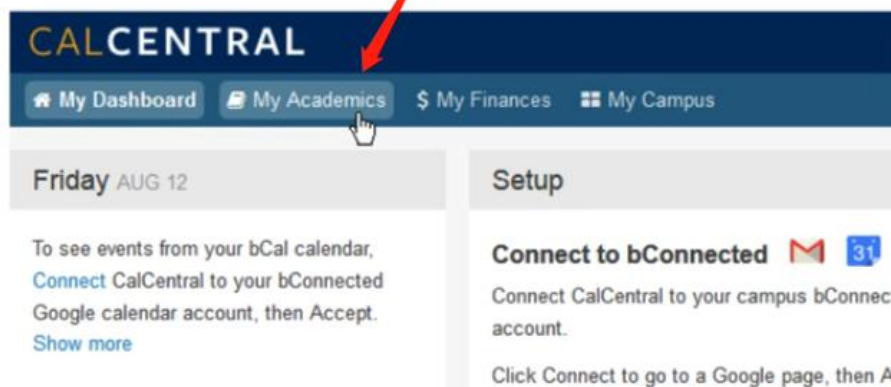
CALCENTRAL

Your campus info...anywhere!

Sign In

Learn More

2. From your CalCentral dashboard, click **My Academics**.



3. Click **Apply to a Class**, on the **Concurrent Enrollment** card, to start.

The screenshot shows the CAL CENTRAL My Academics dashboard. The 'Concurrent Enrollment FALL 2016' card is highlighted. Under the '1 Enroll' section, the link 'Apply to a Class' is pointed to by a red arrow. Other links in this section include 'The deadline to apply is 09/25/2016' and 'Submitted Class Applications'. The '2 Class Search' section includes links for 'Schedule of Classes', 'Course Catalog', 'Class Textbook Lookup', and 'Final Exam Schedule'. The '3 Class Adjustment' section shows a table of enrolled classes with columns for 'Drop a Class', 'Edit Class Options', 'UCB Ext', 'When', and 'Units'. The table lists two classes: SOCIO C126 LEC TuTh 12:30P-1:50P (4.0 units) and SOCIO C126 DIS Tu 5:00P-5:50P (4.0 units), with a total of 8.0 units. The '4 UC Extension Sites' section includes links for 'My Extension Student Account' and 'Concurrent Enrollment Information'.

4. The e-Form will open in a new tab. Click the **Next** button to access the Concurrent Enrollment form.

The screenshot shows the Berkeley Concurrent Enrollment e-form. The 'TASK: Concurrent Enrollment' header is visible. The 'INSTRUCTIONS' section welcomes the user and provides instructions on how to use the form. At the bottom of the form, a red arrow points to the 'Next' button. The footer of the form includes the text 'javascript:submitAction_win0(document.win0,G_HAVEN_NAV_PREV1);' and a 'Close' button.

5. Enter the **Class Number** or click the look up icon to search for your class.

6. Choose a **Grading Basis**.

7. If the class has a required additional section (e.g., Discussion, Laboratory, etc.), they will be listed here.

STUDENT INFORMATION

Student ID: 202310100 Email Address: stu@polos.com
Name: Jilly Jill Phone Number: 310228-4012

ENROLLMENT REQUEST INFORMATION

If the class contains multiple components (e.g. lecture, discussion, lab, etc.), enter the primary class number below and the secondary sections in the next section(s).

*Class Number: 13072
Class Title: General Biology Lab
Instructor: Matthew Wood
Subject Area: BIOLOGY
Catalog Number: 1A
Class Section: 001
Days: MWF
Start Time: 09:00 AM
End Time: 09:50 AM
Credits: 1.00

*Grading Basis: **Graded**
Class: **Graded Pass/Fail**
Ungraded

DISCUSSION SECT

For the class component below, please select a section from the listed options.

Class No	Course Component	Class Section	Meeting Date	Start Time PM PM Format	End Time PM PM Format
13072	Discussion	001	W	09:00 AM	09:50 AM
13077	Discussion	002	W	11:00 AM	11:50 AM
13079	Discussion	003	W	11:00 AM	11:50 AM
13081	Discussion	004	W	12:00 PM	12:50 PM
13082	Discussion	005	W	12:00 PM	12:50 PM
13420	Discussion	006	W	01:00 PM	01:50 PM
13426	Discussion	007	W	01:00 PM	01:50 PM
13427	Discussion	008	W	01:00 PM	01:50 PM
13428	Discussion	009	W	02:00 PM	02:50 PM

8. Enter the class number of your selected Discussion section in the **Class Number** field and press the Tab key.

9. Use the **Additional Information** as a free format field to enter any information you would like the instructor to know in relation to approving your application.

10. Click **Submit**.

DISCUSSION SECT

For the class component below, please select a section from the listed options.

Class No	Course Component	Class Section	Meeting Date	Start Time PM PM Format	End Time PM PM Format
13420	Discussion	006	W	01:00 PM	01:50 PM
13426	Discussion	007	W	01:00 PM	01:50 PM
13427	Discussion	008	W	01:00 PM	01:50 PM
13428	Discussion	009	W	02:00 PM	02:50 PM
13429	Discussion	010	W	02:00 PM	02:50 PM
13430	Discussion	011	W	02:00 PM	02:50 PM
13431	Discussion	012	W	04:00 PM	04:50 PM
13432	Discussion	007	W	04:00 PM	04:50 PM
13433	Discussion	008	W	04:00 PM	04:50 PM
13434	Discussion	009	W	04:00 PM	04:50 PM
13435	Discussion	010	W	04:00 PM	04:50 PM
13436	Discussion	011	W	04:00 PM	04:50 PM
13437	Discussion	012	W	04:00 PM	04:50 PM
13438	Discussion	013	W	04:00 PM	04:50 PM
13439	Discussion	014	W	04:00 PM	04:50 PM
13440	Discussion	015	W	04:00 PM	04:50 PM

DISCUSSION SELECTION

*Class Number: 13440 PM

ADDITIONAL INFORMATION

For advanced courses with prerequisites: Please indicate any educational background or previous courses you have taken to prepare you for this coursework.
Note: This field will hold up to 500 characters and will be shown to the instructor to aid in the approval process.

Additional Information: I have taken Chem 1A

COMMENTS

Comments Submit

Close

11. To view a previously submitted form, go back to the **My Academics** | **CalCentral** browser tab and click **Submitted Class Applications**.

Concurrent Enrollment FALL 2016

Consult with an advisor if you have any questions.

Activity

1. Enroll

■ [Apply to a Class](#)

The deadline to apply is 09/23/2016

■ [Submitted Class Applications](#)

12. Do not fill in any fields and click **Search**.

SEARCH: View a Concurrent Enrollment Form eForm

Search by:

Enroll ID:

Form ID:

Name:

Form Type:

Form Condition:

Form Status:

Original Operator:

Original Date:

Last Operator:

Last Date:

[Search](#) [Clear](#)

13. A list of your submitted forms will appear below. Click on one of the rows to view.

Search by:

Enroll ID:

Form ID:

Name:

Form Type:

Form Condition:

Form Status:

Original Operator:

Original Date:

Last Operator:

Last Date:

[Search](#) [Clear](#)

Form ID	Form Type	Form Condition	Form Status	Original Operator	Original Date	Last Operator	Last Date
887	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
887	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
887	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
887	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
887	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
888	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
888	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
888	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
888	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10
888	SSC/TH/SL	Default	Pending	20090205	2016-08-10	20160208	2016-08-10

14. On the following page, click the **Next** button.

WALK: View Concurrent Enrollment

Concurrent Enrollment Registration

INSTRUCTIONS

Welcome to Concurrent Enrollment

Use this form to submit a request for each primary class section you wish to take.

- See the [Schedule of Classes](#) to find classes that interest you.
 - Be aware that priority is given to UC Berkeley degree students for enrollment and waitlisting. Pay attention to whether classes have available seats before submitting your request.
- Provide the Class Number for each primary class section you wish to request.
 - Secondary sections built as a discussion or lab will display automatically for you to select.
- Refer to the [UC Berkeley Extension website](#) for information on term deadlines, eligible unit courses, grading basis options, form updates and withdrawal, enrollment approval and class changes after enrollment approval.

[Search](#) [Clear](#)

WALK: View Concurrent Enrollment

15. The **View Concurrent Enrollment** page will display your application information.

Course Application Approval

Once you apply for classes, your applications are forwarded to the campus departments to begin the official campus review process.

Course Application Status:

Pending 审核中
Withdrawn 你主动退掉的课程
Denied 被拒的课程
Executed 成功注册的课程

- Continue attending your classes during the review process.
- Stop attending if your application is denied.
- Consult with us to make sure you satisfy unit requirements.