Registration opens by Classification (based on Cumulative Earned Credits)

Seniors (90+ credit hours) March 29th
Juniors (60-89 credit hours) April 5th
Sophomores (30-59 credit hours) April 12th
Freshmen (0-29 credit hours) April 19th

Credit total does NOT include the hours you are registered for in current semester

Special Populations (Military-Affiliated, Student-Athletes, CASS Registered) may have an earlier registration date.

Most Common Registration Errors

Closed Section – Full Course
Class Restriction – Restricted to Specific Classification (i.e. Jr. Status Required)
Departmental Approval – Requires Approval from the Course’s Department*
Prerequisite & Test Score Error – Course or Placement Test Required

*For Permissions/Overrides: contact the department that offers the course

Most Common Departments and Locations

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone Number</th>
<th>Location</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>915-747-5844</td>
<td>Biosciences 2.120</td>
<td><a href="mailto:core@utep.edu">core@utep.edu</a></td>
</tr>
<tr>
<td>Chemistry</td>
<td>915-747-5701</td>
<td>CCSB 201</td>
<td><a href="mailto:chem_advising@utep.edu">chem_advising@utep.edu</a></td>
</tr>
<tr>
<td>Clinical Lab. Science</td>
<td>915-747-8396</td>
<td>HSSN 418</td>
<td><a href="mailto:dlicerio@utep.edu">dlicerio@utep.edu</a></td>
</tr>
<tr>
<td>Kinesiology</td>
<td>915-747-7245</td>
<td>HSSN 449</td>
<td><a href="mailto:kinesiology@utep.edu">kinesiology@utep.edu</a></td>
</tr>
<tr>
<td>Mathematics</td>
<td>915-747-5761</td>
<td>Bell Hall 124</td>
<td><a href="mailto:tjohnson3@utep.edu">tjohnson3@utep.edu</a></td>
</tr>
<tr>
<td>Public Health Sciences</td>
<td>915-747-8214</td>
<td>HSSN 404</td>
<td><a href="mailto:slmacias2@utep.edu">slmacias2@utep.edu</a></td>
</tr>
<tr>
<td>Psychology</td>
<td>915-747-5551</td>
<td>Psychology 112</td>
<td><a href="mailto:psychologyadvisor@utep.edu">psychologyadvisor@utep.edu</a></td>
</tr>
<tr>
<td>Rehabilitation Sciences</td>
<td>915-747-8396</td>
<td>HSSN 418</td>
<td><a href="mailto:dlicerio@utep.edu">dlicerio@utep.edu</a></td>
</tr>
<tr>
<td>Social Work</td>
<td>915-747-5095</td>
<td>HSSN 431</td>
<td><a href="mailto:luchavez@utep.edu">luchavez@utep.edu</a></td>
</tr>
</tbody>
</table>

Online Department Directory: https://www.utep.edu/search

A waitlist is used if you want to “get in line” for a spot in a full class

1. Check if course has a waitlist available under WL Cap (Capacity), WL Act (Actual), WL Rem (Remaining)
2. If waitlist space is available, Go to Add/Drop Courses and enter the 5-digit CRN # in the class worksheet boxes.
3. Select “Waitlisted” from drop down menu for specified course.
4. You will be notified by email if space is available and you have ONLY 24 hours to go into Goldmine and register for the course.

For assistance on how to register for courses, visit https://www.utep.edu/student-affairs/registrar/students/registration.html or call Enrollment Services (915-747-6186)

Have questions? If you have any questions, email your advisor from your miners.utep.edu email with the following information: 1) Name, 2) UTEP ID, 3) Request/Questions

Major Advisors:
- Kinesiology students - contact Alondra Miranda ajmiranda@utep.edu
- Rehabilitation Sciences students - contact Denise Tovar datovar2@utep.edu
- Health Promotion & Public Health students - contact Samantha Fernandez snfernandez@utep.edu
- Clinical Lab Science & Social Work students - contact Samantha Fernandez snfernandez@utep.edu
- **All students on academic probation (any CHS major) - contact Denise Tovar datovar2@utep.edu

CHECKING EMAIL: You are responsible for checking and reading your miners.utep.edu email regularly - at least once/day is suggested. Important information (including graduation information, urgent deadlines, advising information) will only be sent via email.
FINANCIAL AID ELIGIBILITY INFORMATION

1. Federal financial aid will only count courses required for your degree plan for aid eligibility.

2. **Check your courses**: After you register, log on to Goldmine, select “Student Records” then “Degree Evaluation” and follow the steps to generate your request. Scroll to the bottom of this report and find “Area Name: Non-Contributing Courses.”

   - If there are no courses listed there (as shown below), then all of your courses are required for your degree and will count towards your financial aid eligibility.

   ![Area Name: Non-Contributing Courses](image)

   - If there are any courses listed there (as shown below), then those courses are currently not counting towards your financial aid eligibility. If you believe any course(s) listed here is required for your degree plan, contact your major advisor or studentsupportcenter@utep.edu as soon as possible so an advisor can check your records and provide assistance.

   ![Area Name: Non-Contributing Courses](image)

Consult this webpage for more information: