

SCHEDULE INFORMATION GUIDE

ACCESS Schedule Information

STEP1

my.utep.edu

and select

"Goldmine"

Visit





ACCESS Schedule Information

STEP 2

Enter your UTEP credentials



Password

New Account/Change Password

Log in

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STEP 1

Once on the homepage of Goldmine, select "Registration"

Personal Information Faculty Services **Financial Aid** Search Go Welcome Last web access on M **Financial Aid** Apply for financial aid; Review the status of your financial aid applications **Faculty Services** Enter grades and registration overrides; View class lists and student info Registration Check your registration status; Add or drop classes; Display your class schedule. Student Invoice Please login to (" Pete's Payment Options to view current or anticipated Student Records View your holds, Display your grades and transcripts, generate a degree e Pete's Payment Options to review charges and payments. Tax Information View your 1098-T Tax Notification Payment Options Make a payment with a Credit Card or Web Check RELEASE: 8.9.1

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STEP 2

Select "Student Detail Schedule"

Personal Information **Faculty Services** Fin Search Go Registration To view further information on the Schedule of (Select Term Register Add/Drop Classes Look-up Classes to Add Student Schedule by Dav & Time Student Detail Schedule **Registration Fee Assessment** Registration Time, Status, Academic Advis **Check Your Registration Status** Withdrawal Information Access Utep Bookstore **Miner Parking** Reserve and pay your parking permits online! Convenient pa North lots to the central campus. RELEASE: 8.9.1





Select the "Fall 2020" term

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Select Term	· II.
Please select the	term for which you are registering
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Submit	
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STEP 4

On this page, you will see a breakdown of your current course schedule. Under "**Scheduled Meeting Times**" you'll see a section titled "Where."

If your course says "On-line Course ONLINE", that specific course will be held 100% online. Your online course may meet virtually on specific days and times, so please check the "Time" section for each course.

If your course lists a specific classroom in the **"Where"** section, that course is either a hybrid or face-to-face.

Under "Description Text" you will see the course delivery details. This section will provide further information about how this course will be conducted.







HOW TO REVISE YOUR CURRENT COURSE SCHEDULE

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STEP 1

Return to the homepage of Goldmine, select "Registration"

Personal Information Faculty Services **Financial Aid** Search Go Welcome Mick R. Martinez. Last web access on M **Financial Aid** Apply for financial aid; Review the status of your financial aid applications; **Faculty Services** Enter grades and registration overrides; View class lists and student ir Registration Check your registration status; Add or drop classes; Display your class schedule. Student Invoice Please login to (" Pete's Payment Options to view current or anticipated cr Student Records View your holds, Display your grades and transcripts, generate a degree Pete's Payment Options to review charges and payments. Tax Information View your 1098-T Tax Notification Payment Options Make a payment with a Credit Card or Web Check RELEASE: 8.9.1 © 2020 Ellucian Company L.P. and its affiliates.



HOW TO REVISE YOUR CURRENT COURSE SCHEDULE



Select "Add/-Drop Classes"

Personal Information **Faculty Services** Fin Search Go Registration To view further information on the Schedule of Q Select Term Register Add/Drop Classes Look-up Classes to Add Student Schedule by Day & Time Student Detail Schedule **Registration Fee Assessment** Registration Time, Status, Academic Advis **Check Your Registration Status** Withdrawal Information Access Utep Bookstore **Miner Parking** Reserve and pay your parking permits online! Convenient pa North lots to the central campus. RELEASE: 8.9.1



HOW TO REVISE YOUR CURRENT COURSE SCHEDULE

STEP 3

From this screen, you will also be able to see your current course schedule. You may add/drop courses from this page.

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