



REGISTRATION INFORMATION

Step 1) Check your registration status online. Log into WOL (wol.western.edu) and click on:

- School Resources
- Student Services and Financial Aid
- Registration
- Check your Registration Status (Your advisor, registration appointment time and account holds – which will block registration – will appear.)

Step 2) Check the Course Schedule and Course Catalog and be aware of prerequisites and special course footnotes.

Step 3) Meet with your advisor to discuss your schedule and progress toward graduation. Your advisor will give you a personalized Advising Registration Code (ARC), which is used for the online registration. This code changes each term.

Step 4) Log into WOL and register for classes any time after your registration time. Click on:

- School Resources
- Student Service and Financial Aid
- Registration
- Add/Drop Classes
- Select the correct semester
- Submit
- Enter your ARC (Refer to step 3)

Next enter the CRNs in the worksheet. Note: You can search for classes offered in each department at specific times, by instructor or CRN. After entering all your CRNs, click on the "Submit Changes" button.

Note: A current schedule will appear if at least one course was successfully submitted. If there are errors in your schedule, a list of the courses and error messages will appear under your schedule. You will not be registered for course(s) displayed in the Registration Errors table. If you have errors, return to the Menu, then re-enter through "Add/Drop Classes" to continue registering.

If a class is closed or requires instructor permission, you will need to obtain online permission from the instructor in order to register for the class. You must add the class through WOL after the instructor gives you online permission.

Printing a Schedule

After registering, you may print a copy of your course schedule from the Student Information Menu.

- "Schedule by day and time" gives you a weekly view
- "Detail Schedule" lists instructor, location, etc., in a more detailed format

Check your schedule to be sure it is correct before classes begin and before major deadlines. You are responsible for the accuracy of your