Overview
Before enrolling in your classes on WebReg, you must select which sections/times you plan to enroll in for each course. Each section has a different course code. Make note of the course codes you want! This is what you will need for WebReg.

How do you find a course code? You can use the UCI Schedule of Classes to see when different sections are being offered. You can also find course codes on scheduling tools such as AntAlmanac.

How to Use “Schedule of Classes”

1. Go to www.reg.uci.edu/perl/WebSoc or search “UCI Schedule of Classes”

2. Make sure the “Term” at the top says the correct term.
   a. Example: “Fall 2023” to search for Fall classes

3. Select “Department Name” for the class you are looking for
   a. Examples:
      i. ENGRMAE is the department for ENGRMAE 10
      ii. MATH is the department for MATH 2A
   b. **TIP** For engineering departments, academic advisors may omit the ENGR
      i. Example: ENGRMAE = MAE or ENGRCEE = CEE

4. To view one course...input the class number next to “Course Number or Range”
   a. Examples:
      i. 10 is the class number for MAE 10
      ii. 2A is the class number for MATH 2A
   b. This is NOT “Course Code or Range”
How to Use “Schedule of Classes” (continued)

These are course codes. **Write down the sections you want to enroll in.**

If courses have discussions, labs, or tutorials, you must enroll in one of each.

Lec = Lecture  
Dis = Discussion  
Lab = Laboratory  
Tut = Tutorial

Example:  
For MAE 10 you would enroll in the lecture and one discussion section.  
So, for example, you could make note of the following course codes...  
17900  
17901

“New Only” means seats have been saved for incoming freshman and transfer students, you can enroll in these.

FULL means there are no seats and you must select a different time. OPEN means there are seats available.

Some courses have restrictions. The restrictions may get lifted but often not until the end of the enrollment period. At the bottom of Schedule of Classes it tells you what the codes mean.

Restriction Codes from the ‘Rstr’ column above:
A: Prerequisite required  
C: Fee required  
D: Pass/not pass option only  
K: Graduate only  
L: Major only  
N: School major only  
S: Satisfactory/unsatisfactory only

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How to Use WebReg

1. Go to www.reg.uci.edu/registrar/soc/webreg.html or search "UCI WebReg"
2. Click "Access WebReg"
3. Login with UCInetID and password
   a. Your UCInetID is the first part of your email, without the @uci.edu
4. Click on "Enrollment Menu"

- Select “add” or “drop”.
- Input the course code you wrote down earlier.
- Grade option will default to "Grade", or you can input "1"
- Select “Send Request”

- You must take all classes required for your major for a Grade, NOT P/NP
- If you have a time conflict, etc., WebReg will let you know.
- Before you finish...logout, log back in, select “Study List”, and make sure all of your courses are still there