

# **Registration Appointment**

### Go to CampusConnect.depaul.edu

Registration for an upcoming term typically begins:

- Fall = early May
- Winter = mid October
- Spring = early February
- Summer = visible early February, register mid April

### Check your "Registration

Appointment" around the same time listed above to know the exact date/time you are eligible to enroll. This is located in Campus Connect, under Manage Classes. Each student is assigned a registration time per their class standing or student population (athlete, registered with OSD, etc.)

Student Homepage			
Wiew My Classes/Schedule			
Registration Appointments	Registration Appointm	nent	
Class Search and Enroll			
	Select a term then select (	Continue.	
	Term	Career	Institution
Course Cart	2024-2025 Winter	Graduate	DePaul University
••			

### **Find Classes**

 A) Type the specific class you need (<space> required between course prefix and #)



B) Click Additional ways to search and select the subject.





## **Registration Instructions**

College of Liberal Arts & Social Sciences

## **Registering for Classes**

#### Pro Tips

- 1. Use the left-menu filters to help you refine your search.
- Once you click on the course, notice the posted units (i.e., credits). Tuition billing is based on the number of credits for which you register.
- 3. Click on "Course Information" to read the course description.
- Click on the class hyperlink to confirm your eligibility to enroll in the course (prerequisites & enrollment restrictions)
- 5. Click anywhere in the course box BUT the hyperlink and follow the prompts on the upper right corner to register

	View Search Results
Open Classes	20 Courses with keyword(s): School of Public Service
✓ Course Career	
Graduate	MPS 500 INTRODUCTION TO PUBLIC SERVICE MANAGEMEN
✓ Subject	2 Class Options Available
MPS/School of Public Service	MPS 501
✓ Number of Units	CROSS-SECTOR ANALYSIS 1 Class Option Available
4 Units	
Location     OnLine	MPS 514 GOVERNMENT FINANCIAL ADMINISTRATION 1 Class Option Available
Loop Campus     Lincoln Park Campus	MPS 515 NONPROFIT FINANCIAL ADMINISTRATION
DePaul University Campus	MPS 520
- Acadomic Sossian	1 Class Option Available

	MPS 500					
2024-2025 Spring	INTRODUCTION TO PUBLIC SERVICE MANAGEMENT					
DePaul University	* Add to favorite courses					
ber dar ernvereity	✓ Course Information					
Select Academic Career	Introduces students to organizational theories and practices useful to pu decision making and leadership; stresses critical thinking and writing sk	ublic service managers. Teaches students ills.	how to use structural, human resource, politica	al and symbolic perspectives to rethink public se	rvice organizations. Provides an introductio	on to managerial issues including workforce diversity,
In Progress			Units 4.00			
		Gr	ading Graded			
		Compo	nents Lecture			
2 Review Class Selection		Course C	areer Graduate			
Not Started	✓ Class Selection					
	Select a class option ()					Selected Filters 2 option
Review Class Preferences	Option Status Session Cla	155	Meeting Dates	Days and Times Roo	m In	structor Seats
Not Started	1 Open Regular Academic Session Lec	cture - Section 301 - Class Nbr 34085	03/29/2025 - 06/13/2025	Monday Onli 5:45PM to 9:00PM	ne:Sync-Classroom Link Ja	amie Nolan Open Seats 19 of 19 >
	2 Open Regular Academic Session Ler	cture - Section 301T - Class Nbr 34606	03/29/2025 - 06/13/2025	Monday TBA 5:45PM to 9:00PM	-LOOP Ja	amie Nolan Open Seats 19 of 19
Review and Submit						,
4 Not Started	MPS 500					
	INTRODUCTION TO DUDU IO OFDI/OF MANAG					
	INTRODUCTION TO PUBLIC SERVICE MANAGE	EMENT				
	★ Add to favorite courses					
	Course Information					
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	Introduces students to organizational theories an decision making and leadership; stresses critical	nd pr I thin Class Details	Meeting Information	Enrollment Information	Class Availability	Textbook/Other Materials
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		Lecture - Section	on 301 - Class Nbr 34085			Status : Open
		Pequirements				
		School of Public S	onvice student or department or	encent is a prorequisite for this o	01152.0	
		School of Public S	ervice student of department of	onsent is a prerequisite for this c	burse.	
	✓ Class Selection					
	Select a class option 1	No Class Notes				
	Option Status Session	Class Details				
	<b>HUMPHONE</b>					
		- Sector Barrier				
			and the Rest of Street, or Street			



# Waitlisting

2024-2025 Sprin

Student Ho

- 1. Click "add to waitlist if class if full" just in case the course becomes waitlisted before you're able to register.
- You'll receive notification of your waitlist position <u>after</u> you complete the registration steps, but you'll also know based on the stated # of available waitlist seats (e.g., 8 of 9 seats available = 1 person already on waitlist = you'll be #2)
- If you want a back-up course, register for your back-up course FIRST. Then click Swap Classes, select your back-up course from the top option, and then click search/find your preferred course and "swap" into your preferred course.
   \*\*Without this, you run the risk of NOT getting off of the waitlist.\*\*
  - a. There is no confirming your registration into a waitlisted course. This is first come, first serve. If you're #2 on the waitlist, you'll need to wait for 2 students to choose to drop the course. The add-a-class deadline still applies. The more time between the add class deadline, the more likely you may be added to the class (more chance some of your peers may drop).

Wait	list Available Places 8 of 9
Ħ	View My Classes/Schedule
	Registration Appointments
Q	Class Search and Enroll
Ä	Course Cart
-	Drop Classes
<b>X</b>	Update Classes
↔	Swap Classes
	Browse Course Catalog
Ε.	Planner

Seate

	Graduate DePaul University		Planner
	1 Select Academic Career Complete	Step 3 of 4: Review Class Preferences	
	2 Review Class Selection Complete	MPS 500 INTRODUCTION TO PUBLIC SERVICE MANAGEMENT Lecture - Section 301 - Class Nbr 34085 - Open	
	3 Review Class Preferences In Progress	Add to waitlist if class is full?  Ves Units	
	4 Review and Submit Not Started	4.00 ~	
		Suga Classes	
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Registration Appointments       Select the class you wish to swap then select the class you wish to replace it with.         Class Search and Enroll       Select from your schedule       Registrer for your back-up class FIRST         Course Cart       With This Class       Search for Classes       Search for Classes         Dop Classes       Class Search       Or         Swap Classes       Class Search       Or         Swap Classes       Select from Shopping Cart       Or         Planner       Enter Class Number       Or         Class Number       Class Number       Or	Registration Appointments       Select the class you wish to swap then select the class you wish to replace it with.         Image: Select from your schedule       Registrer for your back-up class FIRST         Image: Course Cart       Image: Class Select from your schedule         Image: Drop Classes       Search for classes         Image: Class Search       Search for classes         Image: Class Search       Class Search         Image: Class Search       Search for classes         Image: Class Search       Class Search         Image: Class Search       Class Search         Image: Class Search       Class Search         Image: Class Search       Search for classes         Image: Class Search       Class Search         Image: Class Search       Search for classes         Image: Class Search       Search         Image: Class Search       Search         Image: Class Search       Search         Image: Class Search </th <th>stem to drop you from your</th>	stem to drop you from your
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> Swap Classes     Or       Select from Shopping Cart     Select from Shopping Cart       > Browse Course Catalog     Or       > Planner     Enter Class Number       Class Number     Class Number	Update Classes Waltisted Class wietry	our spot becomes available.
Browse Course Catalog     Or       Planner     Enter Class Number       Class Number     Class Number	Swap Classes     Select from Shopping Cart	
Planner Enter Class Number Class Number Class Number	Browse Course Catalog	
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	Class Number	