

Accessing the Registration Menu

To access the Registration Menu, perform these steps:

Instructions

1. On the **Main Menu**, click **Student & Financial Aid Menu**. The **Student & Financial Aid Menu** appears.

The screenshot shows the PantherTracks interface for Prairie View A&M University. The header includes the university logo, name, and year (1876), and the PantherTracks logo. The navigation bar shows 'Personal Information' and 'Student and Financial Aid' (the active menu). Below the navigation bar is a search field with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. The main content area is titled 'Student and Financial Aid' and contains a list of links: 'Admissions' (Apply for Admission or Review Existing Applications), 'Registration' (Check your registration status, class schedule and add or drop classes), 'Student Records' (View your holds, grades and transcripts), 'Financial Aid' (Apply for Financial Aid, review status and loans), and 'Student Account' (View your account summaries, statement/payment history and tax information). The footer includes 'RELEASE: 7.4' and 'Powered by SunGard SCT'.

2. On the **Student & Financial Aid Menu**, click **Registration**. The **Registration Menu** appears.

The screenshot shows the PantherTracks interface for Prairie View A&M University, specifically the Registration Menu. The header and navigation bar are identical to the previous screenshot. The main content area is titled 'Registration' and contains a list of links: 'Select Term', 'Add or Drop Classes', 'Look Up Classes', 'Week at a Glance', 'Student Detail Schedule', 'Registration Fee Assessment', 'Withdrawal Information', 'Registration Status', 'Update Student Term Data', 'Active Registration', and 'Registration History'. The footer includes 'RELEASE: 7.4' and 'Powered by SunGard SCT'.

Search for a class

To Search for a Class, perform these steps:

Instructions

1. On the **Registration Menu**, click **Look Up Classes**. The **Select Term** page appears.
2. In the **Search by Term**, select the desired term.
3. Click **Submit**. The **Look Up Classes** page appears.

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Personal Information Student and Financial Aid

Search Go RETURN TO MENU SITE MAP HELP EXIT

Select Term or Date Range P40000010 UG Training Student 11
Apr 03, 2008 09:20 am

Search by Term:
Fall 2008

Submit Reset

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4. On the **Look Up Classes** page, in the provided list boxes and drop-down lists, choose the desired details to narrow your search.

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Personal Information Student and Financial Aid

Search Go RETURN TO MENU SITE MAP HELP EXIT

Look Up Classes P40000010 UG Training Student 11
Fall 2008
Apr 03, 2008 09:21 am

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

Subject: Accounting Ag and Human Resources Agricultural Economics

Course Number:

Title:

Instructional Method: All Face to Face Internet

Credit Range: hours to hours

Campus: Prairie View-Main Campus Spring-North West Center Woodlands-Univ Center

Course Level: All Doctorate Graduate

Part of Term: Non-date based classes only All Full Term

Instructor:

Start Time: Hour 00 Minute 00 am/pm am

End Time: Hour 00 Minute 00 am/pm am

Days: Mon Tue Wed Thur Fri Sat Sun

Class Search Reset

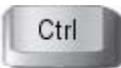
RELEASE: 7.3.3 [Week at a Glance | Student Detail Schedule | View Holds] Powered by SunGard SCT

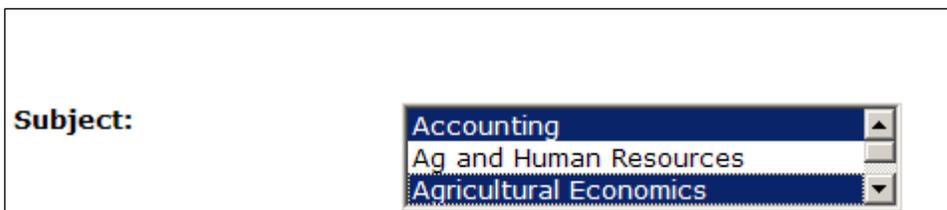


To enhance your search capabilities, consider using the CTRL button on your keyboard to highlight more than one subject area at a time.

Search examples:

Search for two or more subject areas

1. In the **Subject** block select the first subject area.
2. Using you're the scroll bar, move to the second subject area. Hold down the **CTRL**  button on your keyboard while highlight the second course with the mouse.

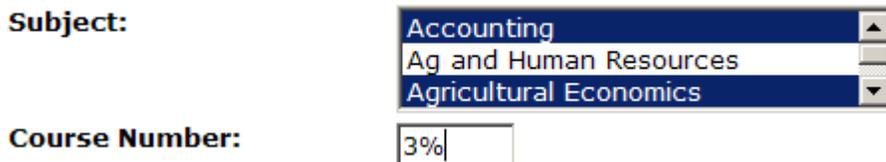


3. If desired select any other search criteria
4. Click **Class Search**

Results from this search example would be all Accounting and Agriculture Economics classes available for the term.

Search for two or more subject areas by course number

1. Using the instructions above, go to the Course Number block
2. The wildcard character % can be used to further delineate the search.



5. If desired select any other search criteria
6. Click **Class Search**

Results from this search example would be all of the 3000 level Accounting and Agriculture Economics classes available for the term.



To see all courses offered via Internet at PVAMU, use the CTRL key and scroll bar to highlight all of the subjects and then select Internet in the Instructional Mode block.