

How to Register for a Course through the myCMU Add/Drop Course Utility.

Click the Add/Drop Courses icon in the Student > Register for Class page.

CMU Central Methodist UNIVERSITY

Home **Student** Admissions Faculty - Staff Help Student Help Convenience Center Intranet CMU Groups Committees My Pages

You are here:
Student > Register for Class - Add/Drop Courses

Register for Class - Add/Drop Courses

About

The sessions listed below are currently open for student self-registration. If you have any questions or experience any issues adding or dropping a class, please contact the Office of the Registrar at 660-248-4265.

Before you begin

1. Verify that the **CURRENT TERM** information (i.e. SPRG 2022, EXSP 2022, etc.) is accurate for the session/term you want to use
2. If not, click on the **ADD/DROP COURSES** link in the REGISTER OR ADD/DROP COURSES section and select the correct term information from the drop-down list
3. After verifying the current term/session are correct, you can search and add courses one-by-one by using the **COURSE SEARCH** link OR use the **Course Schedules** (links under Registration Information section) and write down all of the course and section numbers you want to enroll in, then click on the **ADD BY COURSE CODE** tab and add up to 6 courses at one time!

IMPORTANT: BE SURE TO CHECK THE BEGINNING AND ENDING DATES OF COURSES WHEN REGISTERING.

Registration Dates

Self-Registration

PROGRAM	SESSION (Begin and End Dates)	STUDENT REGISTRATION DATES
Undergraduate Program	Regional and Online Students - Fall Session (EXFA) Fall Second 8 Week (10/24/2022-12/16/2022)	Student Registration Date Range: 03/15/2022 - 10/24/2022
Graduate Program	Graduate Program - Fall Session (GRFA) Fall Second 8 Week (10/24/2022-12/16/2022)	Student Registration Date Range: 03/15/2022 - 10/24/2022
Undergraduate Program	Regional and Online Students - January Mini-Session (12/19/2022-01/13/2023)	Student Registration Date Range: 10/15/2022 - 12/19/2022
Undergraduate Program	Fayette Campus - Spring Session (SPRG) (01/17/2023-05/12/2023)	Student Registration Date Range: 10/11/2022 - 12/16/2022
Undergraduate Program	Regional and Online Students - Spring Session (EXSP) (01/17/2023-05/12/2023)	Student Registration Date Range: 10/15/2022 - 01/17/2023
Undergraduate Program	Regional and Online Students - Spring Session (EXSP) Spring First 8 Week (01/17/2023-03/10/2023)	Student Registration Date Range: 10/15/2022 - 01/17/2023
Graduate Program	Graduate Program - Spring Session (GRSP) (01/17/2023-05/12/2023)	Student Registration Date Range: 10/15/2022 - 01/17/2023
Graduate Program	Graduate Program - Spring Session (GRSP) Spring First 8 Week (01/17/2023-03/10/2023)	Student Registration Date Range: 10/15/2022 - 01/17/2023

Register or Add/Drop Courses

Add/Drop

Alert: You have not been given an assigned time to register. Please contact the Registrar at 660-248-4265. StudentsNotEligToRegCourse Student Registration is currently closed.

Current Term: Extended Studies Fall - 2022

Add Period Closed / Drop Period Closed

Add/Drop Courses Course Search

Registration Information

Search

Title	Description
View Fayette campus (CLAS) Course Schedules	Click on this link to see a complete listing of courses offered by Central Methodist University, College of Liberal Arts and Sciences.
View Regional and Online (CGES) Course Schedules	Click on this link to see a complete listing of courses offered by Central Methodist University, College of Graduate and Extended Studies.
Contact the Office of the Registrar	Visit the web site for the Office of the Registrar for questions related to course schedules, change of advisor, transcript requests, etc.
CMU Course Catalog	Complete CMU course catalog

Withdrawal

FAYETTE CAMPUS (Undergraduate)
Need to withdraw from your **Fayette on-campus** course? - Contact your academic adviser or visit the Center for Learning and Teaching.

ONLINE, GRADUATE, OR SATELLITE LOCATION
Need to withdraw from your **online, graduate, or satellite** location course? - Click Here

Digital Forms

Search

Link to digital form

Title	Description
Request for Withdrawal from Classes (College of Graduate and Extended Studies)	

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Make sure the TERM is set to the correct one. This will vary for each student based on whether the course is on campus or online, what time of year it is, and how many credit hours the student has accrued. (Freshman, Sophomore, Junior, Senior, Graduate etc.)

CMU Central Methodist UNIVERSITY

Home Student Staff Admissions Faculty - Staff H Groups

You are here:
Student > Register for Class - Add/Drop Courses > Register or Add/Drop Courses

STUDENT

- Student Home
- My Course Schedule
- Register for Class - Add/Drop Courses**
- Financial Aid
- Billing and Payments
- Housing and Meal Plan
- Parking Registration
- Transcripts & Grade Reports
- Enrollment Verification
- My Enrollment Checklist
- My Degree Progress
- Graduation
- Eagle Connect
- 1098 Information
- Password Management

Register for Class

Register or Add/Drop Courses

Add/Drop

Term:

- Fall Session 2021
- Graduate Spring Session 2021
- Graduate Fall Session 2021
- Extended Studies Fall 2021
- Extended Studies Fall 2021 14 (14 week session)
- Extended Studies Fall 2021 T1 (Fall First 8 Week)
- Extended Studies Fall 2021 T2 (Fall Second 8 Week)
- Extended Studies Spring 2021 T4 (Spring Second 8 Week)
- Fall Session 2022
- Spring Session 2022
- Graduate Spring Session 2022
- Graduate Fall Session 2022
- Graduate Fall Session 2022 G1 (Fall First 8 Week)
- Graduate Fall Session 2022 G2 (Fall Second 8 Week)
- ✓ Extended Studies Fall 2022**
- Extended Studies Fall 2022 T1 (Fall First 8 Week)
- Extended Studies Fall 2022 T2 (Fall Second 8 Week)
- Extended Studies Spring 2022
- Year Long Session 2022
- EC Fall Session 2022

Student Program:

Registration is CLOSED. Registration is not open at this time for this section. Please contact your advisor currently closed.

You are currently registered for **0 credits**.

Course Program: All

Select which courses will be displayed in the schedule & searches below.

The Add/Drop period must say “Open” to register for a course. Note the message in the yellow box. If you have not been assigned a registration time you must contact the Registrar. (or your advisor) so they can verify your group code, like Sophomore or Senior etc.

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[Home](#) [Student](#) [Staff](#) [Admissions](#) [Faculty - Staff Help](#) [Student Help](#) [Convenience Center](#) [Intranet](#) [CMU Groups](#) [Contact Us](#)

You are here:
Student > Register for Class - Add/Drop Courses > Register or Add/Drop Courses > Add/Drop > Add/Drop Courses

STUDENT
Student Home
My Course Schedule
Register for Class - Add/Drop Courses
Financial Aid
Billing and Payments
Housing and Meal Plan
Parking Registration
Transcripts & Grade Reports
Enrollment Verification
My Enrollment Checklist
My Degree Progress
Graduation
Eagle Connect
1098 Information
Password Management

QUICK LINKS
My Degree Progress
My Enrollment Checklist
My Course Schedule
My Registration
My Add/Drop Courses
My Financial Aid
My Billing and Payments
My Housing and Meal Plan
My Parking Registration
My Transcripts & Grade Reports
My Enrollment Verification
My Degree Progress
My Graduation
My Eagle Connect
My 1098 Information
My Password Management

Register for Class - Add/Drop Courses

Register or Add/Drop Courses - Add/Drop Courses

Add/Drop

Term: Extended Studies ▾

Student Program: Undergraduate Program
Select the Student Program for this registration and then select the Course Program

Add/Drop course period is OPEN. You have not been given an assigned time to register. Please contact the Registrar. Registration is open from 09/15/2022 to 10/24/2022.

You are currently registered for **0 credits**.

Course Program: All
Select which courses will be displayed in the schedule & searches below.

Choose the program you are registering for... Dual-Credit (for High school students taking college courses), Undergrad or Graduate (Masters) courses.

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Home

Student

Staff

Admissions

Faculty - Staff Help

Student Help

Convenience Center

Intranet

CMU Groups

You are here:
Student > Register for Class - Add/Drop Courses > Register or Add/Drop Courses > Add/Drop > Add/Drop Courses

STUDENT

Student Home

My Course Schedule

Register for Class - Add/Drop Courses

Financial Aid

Billing and Payments

Housing and Meal Plan

Parking Registration

Transcripts & Grade Reports

Enrollment Verification

My Enrollment Checklist

My Degree Progress

Graduation

Eagle Connect

1098 Information

Password Management

QUICK LINKS

My Pages

My Groups

Register for Class - Add/Drop Courses

Register or Add/Drop Courses - Add/Drop Courses

Add/Drop

Choose your program

Term: Extended Studies

Student Program: Undergraduate Program

Select the Student Program for this registration and then select the Course Program

Add/Drop course period is OPEN. You have not been given an assigned time to register. Please contact Registrar. Registration is open from 03/15/2022 to 10/24/2022.

You are currently registered for 0 credits.

Course Program: All

Dual-Credit Undergrad

Graduate Program

Undergraduate Program

Add by Course Code

Course Search

Pick the Department you are interested in...

Parking Registration

Transcripts & Grade Reports

Enrollment Verification

My Enrollment Checklist

My Degree Progress

Graduation

Eagle Connect

1098 Information

Password Management

QUICK LINKS

My Pages

My Groups

Campus Safety

Canvas

CMU Website

CMU Virtual Bookstore

Event Calendar

Handshake

KCMU Eagle Radio

Library Resources

Panopto

Print Management - Fayette Campus

PROXY LOGIN TOOLS

Re-Login As Current User

Log Back Into Original User

Show Replacement Values

Student Program: Undergraduate Program

Select the Student Program for this registration and then select the Cou

Add/Drop course period is **OPEN**. You have not been given an assigned time to register. Pleas
Registration is open from 03/15/2022 to 10/24/2022.

You are currently registered for **0 credits**.

Course Program: All

Select which courses will be displayed in the schedule & searches belo

Pick the Department you are interested in...

Add by Course Code

Course Search

Title: Begins With

Course Code: Begins With

Term: Extended Studies Fall 2022 T2 (Fall Second

Department: All

Accounting

Allied Health

Applied Music

Art

Astronomy

Athletic Training

Biology

Business

Campus Computing

Central Methodist Univ

Chemistry

Clinical Counseling

Communications

Computer Science

Convocation Symposium

Criminal Justice

Cybersecurity

Economics

Education

Course Program:

Your Schedule (Registered

Drop

Swap

No Current Courses for the

ts found.

Click [Search] to find the courses offered...

Add by Course Code

Course Search

Title:

Begins With



Course Code:

Begins With



Term:

Extended Studies Fall 2022 T2 (Fall Second



Department:

Biology



Course Program:

All



Search

[More Search Options](#)

Your Schedule (Registered)

Drop	Swap	Title	Title	Schedule
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Select the check-boxes of the desired courses and click the [Add Courses] button.

Register for Class - Add/Drop Courses



Register or Add/Drop Courses - Results

Search Results

Search Options Other previously selected search criteria still apply.

Term: Extended Studies Fall 2022 T2 (Fall Second 8 Week) v

Course Program: All v

Update Results

[Search Again](#)

Student Program: Undergraduate Program

Click the box to choose the course

Courses

Add	Course code	Name	Req	Note	Seats Open	Status	Faculty / Schedule	Credits	Term	Begin Date	End Date
<input checked="" type="checkbox"/>	BI105-OK	Intro Environmental Science	Q		15/20	Open	Scheiner, Steven Arthur / 00:00-00:00AM; ONLI Campus, Online, Online Classroom	3.0	EXFA 2022	10/24/2022	12/16/2022
<input type="checkbox"/>	BI105L-OK	Environ.Sci.Lab.			14/20	Open	Scheiner, Steven Arthur / 00:00-00:00AM; ONLI Campus, Online, Online Classroom	1.0	EXFA 2022	10/24/2022	12/16/2022

Add Courses

Click [Add Courses]

You'll be returned to the Search page and the courses will now show up on your schedule. Note the "Messages" area which will tell you if the course was successfully added or if there was a problem.

Messages
BI105-OK Added for EXFA 2022

[Add by Course Code](#)

Title: Begins With

Course Code: Begins With

Term: Extended Studies Fall 2022 T2 (Fall Second

Department: Biology

Course Program: All

[More Search Options](#)

You'll be taken back to the search page. There will be a message showing the course was added, and it will show up on the schedule list. If you change your mind you can select it and choose [Drop selected Courses]

Your Schedule (Registered)

Drop	Swap	Title	Title	Schedule	Location	Credits
<input type="checkbox"/>	<input type="radio"/>	BI105-OK	Intro Environmental Science	00:00-00:00AM	ONLI Campus Online	3.0
<input type="checkbox"/>	<input type="radio"/>	CS480-OK	Senior Thesis (Capstone)	00:00-00:00AM	ONLI Campus Online	3.0

There is no further "Submit" or "Save". Once the course is selected and shows in the schedule you are successfully registered. If it does not show up, check the "message" at the top of the Search area to make sure there was no prerequisite or condition that you did not meet for it to allow registration.

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