Guide to Fall 2020 Course Registration

We expect that many of you have questions about your schedules moving forward so we wanted to give you some information and resources so that you can begin planning.

Logistics
Sage opens for early registration for Fall Term 2020 on Tuesday, April 21 and runs through Friday, April 24. You can find more information on the Registrar’s website, specifically:

- Registration information on the registrar site.
- The updated Schedule of Classes.
- The SAGE User Guide.
- Utilize Schdl.net to view your anticipated weekly class schedule in a calendar format.

Enrollment Appointments:
Undergraduate registration for current students is conducted in three rounds, set by appointment times. Appointment times should be posted by the end of this week on SAGE. To view your appointment time, log on to Sage and click Academics > Enrollment Appointments. Select the appropriate term.

Round 1: 3pm 4/21 to 8am 4/22 EDT (up to 6.0 credits)
[Remember that HWL modules do not carry credits, so these classes can be added during round 1, too.]
Round 2: 3pm 4/22 to 8am 4/23 EDT (up to 12.0 credits)
Round 3: 3pm 4/23 to 11:59pm 4/24 EDT (up to 22.0 credits)

Holds:
Prior to registration, students are urged to check whether they have a hold on their account. Students may not participate in the registration/course enrollment process until all “holds” are resolved. There are several reasons why an account might have a hold. These include:

- Outstanding financial obligations to the University
- Health Center issues include proof of health insurance or immunizations.
● Failure to declare a major by the end of your sophomore year.
● International Students and Scholars Office check-in for international students.

Students can see whether they have a hold on their account by logging into SAGE and looking at the “Hold” box, located on the right-hand side of the Student Center. Students may then contact the office that placed the hold. Once the situation has been resolved, the hold will be removed from the student’s account electronically.

Undergraduate Degree Audit:
In preparation for fall 2020 course registration, please view your undergraduate degree audit. To do so, log into SAGE, click on Academics, then on Undergraduate Degree Audit. You can review your Brandeis Core (students entering fall 2019 or spring 2020) or general education requirements (students entering prior to fall 2019), and your progress in any declared majors or minors.

Demand list:
If you are looking to add a class that is full, please add yourself to the demand list on SAGE. If the instructor is able to accommodate you, you will be sent a permission code later on this summer from the instructor or academic department. You will be instructed to use this code to add yourself to the class.

Things to Consider when putting together your schedule…
1. Are you making progress with fulfilling requirements for the Brandeis Core (students entering fall 2019 or spring 2020) or General Education requirements (students entering prior to fall 2019)?
2. Have you declared your major? Any minors? Be sure to check on course sequencing to be sure that you can take required courses when they are being offered.
3. Do you have other questions about course registration? There are two opportunities to talk with Roosevelt Fellows and Academic Advisors in virtual webinars on April 13 from 11-12 EDT (Register here) and April 17 from 2-3 p.m. EDT (Register here).
4. If you have more specific questions about your schedule, you can schedule a time to meet with an Academic Advisor or a Roosevelt Fellow to talk things through. Course registration is always a busy time so be sure to think about touching base soon. Visit the Academic Services website to learn more about scheduling.