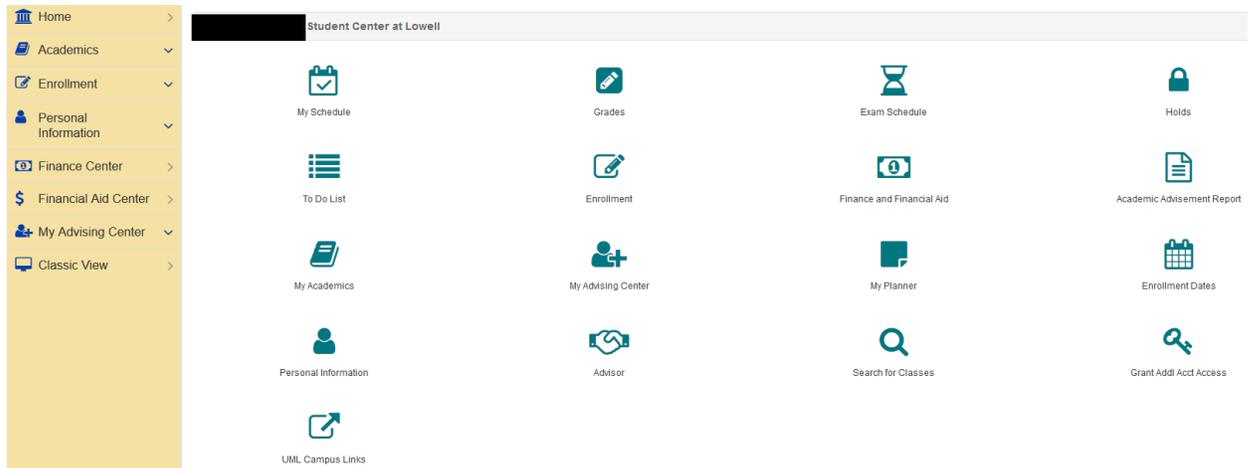
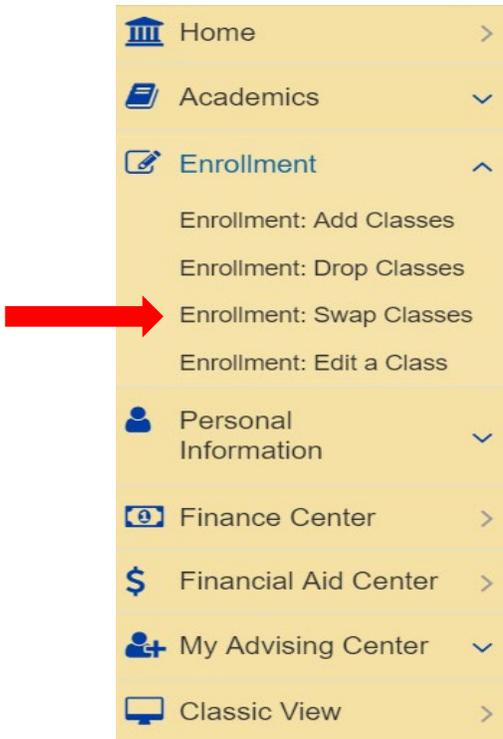


SiS – Swapping a Class in Mobile View

1. Log into Student Self Service (SiS). If you have forgotten your password, you can reset it by using mypassword.uml.edu. After logging in, the Student Center page should be displayed.



2. Under the Academics heading, select Enrollment: Swap Classes



- The Select a class to swap page allows you to select the course you want to swap and also select the course you want to swap it with.

Swap A Class > Select A Class To Swap > 2019 Spring

1 SELECT

2 CONFIRM

3 FINISH

Swap This Class

Select from your schedule → EDUC 6710: Practicum II: Higher Education ▾

With This Class

Search for Class Class Search ▾ Search

Enter Class Nbr Enter

- Search by selecting the select subject and course number if you know the class number you are searching for. If you do not, select subject and course career and you will retrieve a list of possible classes.

1 SELECT

Search for Classes

Select at least 2 search criteria. Select Search to view your search results.

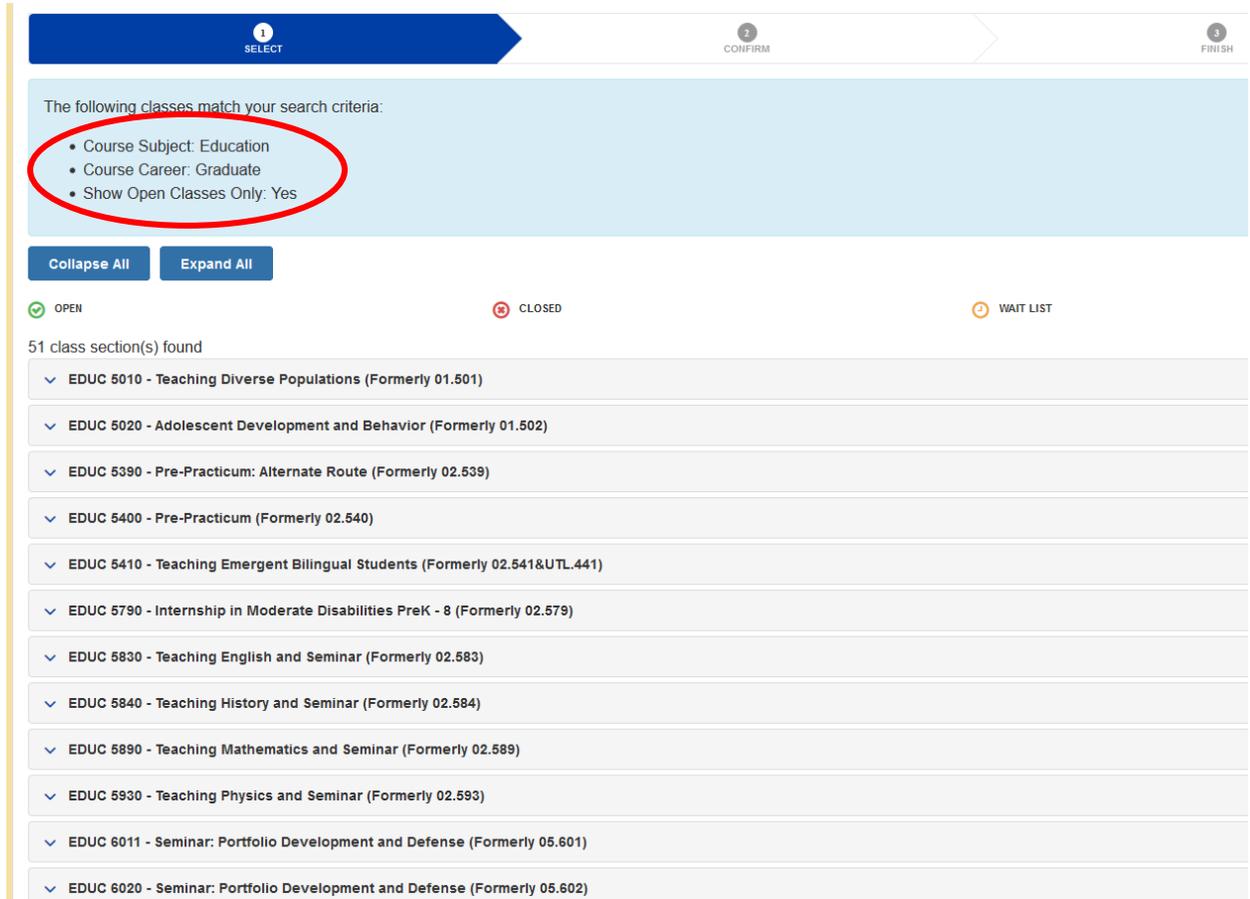
Subject → select subject

Course Number is exactly ▾

Course Career → Select ▾

Show Open Classes Only

6. A list of classes will display; select the class you want to swap into.



The following classes match your search criteria:

- Course Subject: Education
- Course Career: Graduate
- Show Open Classes Only: Yes

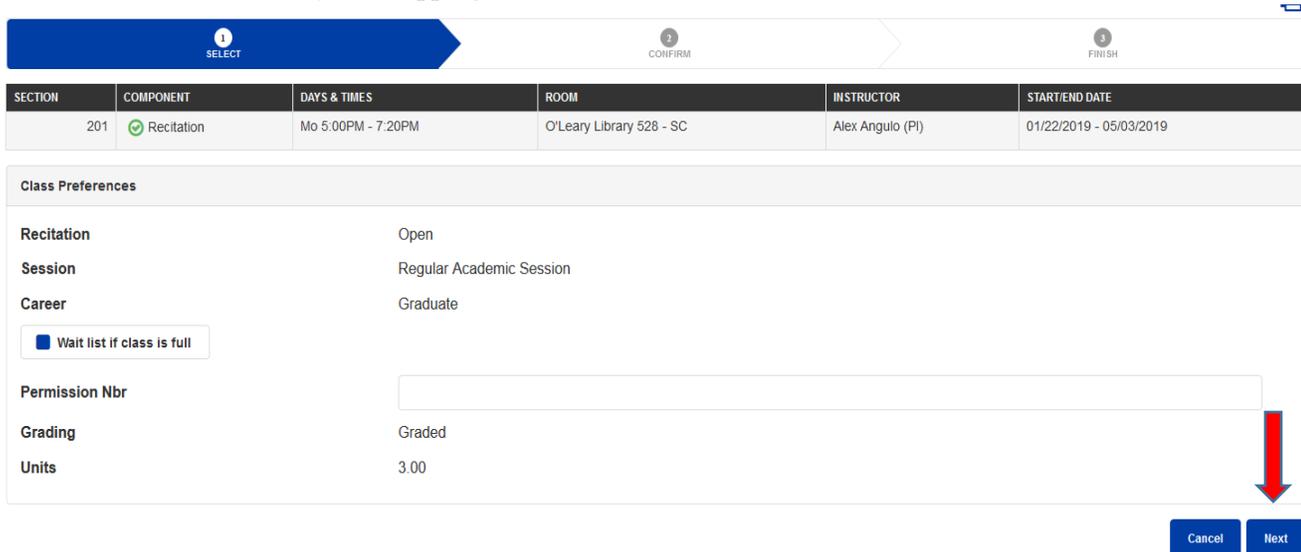
Collapse All **Expand All**

OPEN
 CLOSED
 WAIT LIST

51 class section(s) found

- ▼ EDUC 5010 - Teaching Diverse Populations (Formerly 01.501)
- ▼ EDUC 5020 - Adolescent Development and Behavior (Formerly 01.502)
- ▼ EDUC 5390 - Pre-Practicum: Alternate Route (Formerly 02.539)
- ▼ EDUC 5400 - Pre-Practicum (Formerly 02.540)
- ▼ EDUC 5410 - Teaching Emergent Bilingual Students (Formerly 02.541&UTL.441)
- ▼ EDUC 5790 - Internship in Moderate Disabilities PreK - 8 (Formerly 02.579)
- ▼ EDUC 5830 - Teaching English and Seminar (Formerly 02.583)
- ▼ EDUC 5840 - Teaching History and Seminar (Formerly 02.584)
- ▼ EDUC 5890 - Teaching Mathematics and Seminar (Formerly 02.589)
- ▼ EDUC 5930 - Teaching Physics and Seminar (Formerly 02.593)
- ▼ EDUC 6011 - Seminar: Portfolio Development and Defense (Formerly 05.601)
- ▼ EDUC 6020 - Seminar: Portfolio Development and Defense (Formerly 05.602)

7. The selected class is in your shopping cart. Click Next.



1 SELECT **2 CONFIRM** **3 FINISH**

SECTION	COMPONENT	DAYS & TIMES	ROOM	INSTRUCTOR	START/END DATE
201	<input checked="" type="checkbox"/> Recitation	Mo 5:00PM - 7:20PM	O'Leary Library 528 - SC	Alex Angulo (PI)	01/22/2019 - 05/03/2019

Class Preferences

Recitation: Open
 Session: Regular Academic Session
 Career: Graduate
 Wait list if class is full
 Permission Nbr:
 Grading: Graded
 Units: 3.00

Cancel **Next**

8. Once you've confirmed the class is correct, select Finish Swapping. You have successfully swapped your classes.



Select Finish Swapping to process your swap request. To exit without swapping these classes, select Cancel.

^ You are replacing this class

CLASS	DESCRIPTION	DAYS/TIMES	ROOM	INSTRUCTOR	UNITS	STATUS
EDUC 6710-201 (8790)	Practicum II: Higher Education (Practicum)	Mo 5:00PM - 7:20PM	O'Leary Library 517 - SC	G. Denon (PI)	3.00	✓

^ With this class

✓ OPEN ⊕ CLOSED ⌚ WAIT LIST

CLASS	DESCRIPTION	DAYS/TIMES	ROOM	INSTRUCTOR	UNITS	STATUS
EDUC 6302-201 (8871)	Leadership & Ed. Policy (Recitation)	Mo 5:00PM - 7:20PM	O'Leary Library 528 - SC	A. Angulo (PI)	3.00	✓



Cancel Finish Swapping

