Common Online Registration Errors

Listed below are common online registration error messages, an explanation of the meaning of each message, and a recommended solution to resolve the respective registration error message.

- Corequisite Error (Lecture and companion lab courses)
- Course Closed
- Duplicate Course
- Instructor Approval
- Maximum Hours Exceeded
- Permission of Department
- Prerequisite Error
- Restriction Not Met
- Time Conflict

Corequisite Error (Lecture and companion lab courses)

*Why you got this message:* This is a course that has both a lecture and a companion lab section; you tried to add only one part of the class.

*Solution:*
Choose both a lecture section and lab section (choose one from the list directly below the lecture). If using the Add/Drop Classes method to register, enter both CRNs and press Submit Changes. If using the Look up Classes method to register, select the box in front of the CRN and your choice of lab. Then choose Register or Add to Worksheet.

Course Closed

*Why you got this message:* You tried to register for a course that is already full.

*Solution:*
(a) Use the Class Schedule Search to see if there are other sections available and register for a different section;
(b) Continue to occasionally check NSUConeect to see if another student has dropped the course you want and add it if you find an opening; or
(c) Select a different course.

You may wish to check with the department that is offering the course. Only the department that offers the course can override course capacity. If you do obtain permission, it is then your responsibility to log back into NSUConeect and actually register for the course.

Duplicate Course Error

*Why you got this message:* You tried to add a course that is already on your schedule. NSUConeect will only let you register for a course one time.
**Solution:** Drop the course and click on **Submit Changes**. Proceed to add a new section.

**Note:** If this is a course that allows duplicate sections in the same term, contact the department head for the course to have a permit added to your registration so that you are able to add duplicate sections in the same term.

**Instructor Approval**

*Why you got this message:* This course requires permission from the instructor of the course.

*Solution:* You must get permission from the instructor of the course or the department that offers the course. If you obtain permission, it is then your responsibility to log back into **NSUConnect** and actually register for the course.

**Maximum Hours Exceeded Error**

*Why you got this message:* You tried to register for more credits than you are allowed. The maximum amount of course work for which an undergraduate student may register in a regular semester is 21 semester hours (12 in a summer session). The maximum amount of course work for which a graduate student may register in a regular semester is 16 semester hours (12 in a summer session). **You have tried to exceed the above maximum course load.**

*Solution:* Register for the maximum hours as required. Any student wishing to exceed the semester credit hours limit for a spring, fall, or summer semester must obtain written approval from his/her academic dean. Once approved, the academic dean must submit a signed **Schedule Change Card** to the University Registrar’s Office for processing. It is then your responsibility to log back into **NSUConnect** and actually register for the course.

**Permission of the Department**

*Why you got this message:* This course requires permission from department that offers the course.

*Solution:* You must contact the department that offers the course for permission to register for this course. If you obtain permission, it is then your responsibility to log back into **NSUConnect** and actually register for the course.

**Prerequisite**

*Why you got this message:* Many undergraduate courses have prerequisites that are checked during the registration process. You did not meet the prerequisite for the course.

*Solution:* Check the prerequisites as listed in the **Course Catalog** on **NSUConnect**. Click on **Course Catalog** to view the detailed information about a course, and then click on **Class Schedule** to find an open section of that course. If you do not meet the stated prerequisite requirement, you cannot enroll in the course.
If you think you have transfer credits that should clear the prerequisite requirement, go see your major academic advisor or department head. If you obtain permission, it is then your responsibility to log back into NSUConnect and actually register for the course.

**Restrictions Not Met**

*Why you got this message:* Many courses have restrictions that are checked during the registration process. You did not meet the restrictions for the course.

Common restrictions are:
- Major/Minor -- Some courses are limited to students in a certain major/minor;
- Classification -- Some courses are limited to students who are junior level or above;
- Level -- Graduate level courses are restricted to graduate students;
- Program -- Some courses are limited to students in a certain program;
- Mutual Exclusion: Although different courses are the same, but students are excluded from receiving credit for both courses.

*Solution:* Check the restrictions as listed in the Course Catalog on NSUConnect. Click on Course Catalog to view the detailed information about the course. If you do not meet the restriction, you will not be able to register in the class.

Only your major department or the department that offers the course can override major/minor, classification, level, program, or mutual exclusion restrictions. If you obtain permission, it is then your responsibility to log back into NSUConnect and actually register for the course.

**Time Conflict Errors**

*Why you got this message:* You tried to add a course that conflicts with another course already on your schedule.

*Solution:* Select a different section of the course that is at a different time, try to rearrange your courses so that there is no time conflict, or choose a different course. Students should check with the dean who is responsible for the course for approval of the time conflict. If the dean approves an override for the time conflict, it is then your responsibility to log back into NSUConnect and actually register for the course.