

# Registering for Courses in BOSS

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To get started, you'll need to go to [boss.ualr.edu](http://boss.ualr.edu), and click "Secure Login"

Secure Login

**Students:** Set and change passwords and BOSS pin; check admissions, financial aid, registration, and financial account status; view grades and unofficial transcript; and more

**Employees:** Leave Reports, Pay Information, Tax Forms, Leave Balances and Personal Information.

**Apply for Admission**

Begin, complete, or check the status of a submitted application.

**Apply for Law School**

Begin, complete, or check the status of a submitted application.

**Class Search**

Search classes in current schedule(s).

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Now you'll log in with your T-number and PIN

## User Log-in



Log into BOSS using your T-Number and 6-digit PIN.

User ID:

PIN:

Login

Forgot PIN?

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You can access many services here, but for now, just click "Registration"...

Personal Information Student Services Financial Aid Faculty Services Employee

Search

### Student Services

**Admissions**

Enter a new application, return to complete an application, or check the status of a submitted application

**Housing**

Enter a new housing application, return to complete a housing application, or check the status of a submitted housing application

**Registration**

Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

**Student Records**

View your holds; Display your grades and transcripts; Order transcripts; Track transcript requests; Review charges and payments.

**Registration Verification**

Check here to see if you will be deleted from upcoming classes.

**Student Accounts**

View Account Balance, Make Payment Arrangements, Get Information about Deferred Payments.

**Graduation Application**

Apply for Graduation, View Online Requests.

**Student Refunds (BankMobile) New!!!**

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...then choose your term, and click "Submit"

## Select Term

Select a Term:

Submit

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Now, you should see this — this is where you can add courses if you already have the info, or search for courses.

Use this page to add or drop classes for the selected term. **If you have successfully registered for the term, those classes will appear under Current Schedule.** Additional classes may be added in the Add Class area.

To add a class enter the Course Reference Number (CRN) in the Add Class area below. Classes may be dropped by using the option available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes. To drop courses after the adjust period, you will need to submit a request to the Office of Records and Registration.

If you are unsure of which classes to add, click Class Search to review the class schedule.

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

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To add a course, just type in the 5-digit code, known as a CRN, then click "Submit Changes"

## Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

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If you successfully registered, you should see a message like this:

### Current Schedule

Status	Action	CRN	Subj	Crse	Sec
**Web Registered** on Aug 28, 2020	None	64219	ACCT	2310	01

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Need to search for your class? Check out the next page!