How to Find WebReg Fast!

WebReg is the UCI service that allows you to check your *enrollment window*, *check fee status*, and *enroll in classes*. Just follow these easy steps to find it!

1. **Follow this link:**
   https://www.reg.uci.edu/registrar/soc/webreg.html

2. **Click on "Access WebReg".**

3. **Sign in using your UCInetID.**

Screenshot of UCI University Registrar website showing:

Search Registrar site: [ ] GO

UCI Home : Schedule of Classes : General Catalogue : WebReg : StudentAccess : WebAdmin : FAQ : Help Desk

COVID-19 Frequently Asked Questions

COVID-19 Fall 2020 Pass/Not Pass FAQ's

COVID-19 Spring and Summer 2020 Pass/Not Pass FAQ's

COURSE ENROLLMENT: WEBREG

ENROLLING IN COURSES

You may use WebReg to enroll in classes and make schedule changes during both the Enrollment by Window and Open Enrollment periods. Refer to in the Quarterly Academic Calendar to view these periods.

NOTE: After these periods, to add, drop, or change, you must submit an Enrollment Exception Request through the Applications section in StudentAccess. Add, drop, and change deadlines are available in the Quarter Activity section of the Quarterly Academic Calendar.

WebReg is available from 6:00 a.m. to 4:00 a.m. daily, with occasional downtime for maintenance.

During the Enrollment by Window period, when your enrollment window opens, you have 48 hours of full access before you are restricted to non-prime time access (7:00 p.m. to 7:00 a.m.), while other students' enrollment windows open on an established priority basis.

Continuing Students: To find your enrollment window, visit StudentAccess beginning the seventh week of the current quarter.

Once logged in to WebReg, you will be able to:

- Add a class (through 2nd week of instruction)
- Drop a class (through 2nd week of instruction)
- Change the grading option of a class (through 2nd week of instruction)
- Change the unit value of a variable unit course (through 2nd week of instruction)

Access WebReg

Video Tutorial:
YouTube | MP4 File

Helpful Tools
Schedule of Classes
Check class availability and search for classes that satisfy Breadth and General

Sidebar links: Faculty/Staff, Calendars, Enrollment, Tuition and Fees, Grades & Final Exams, Graduation, Services, Request a Change, Residency, Policies & Procedures, Privacy, Additional Information

WebReg Front Page

Allows you to add and drop classes.
**Do note, that it doesn't show a catalogue, and you can only interact with course codes.

Follows the same style and functionality as Enrollment Menu, but only allows you to modify your Wait List.

This will let you know when enrollment windows open - and will show *your specific enrollment window* when they do open!

This will only let you know if you've paid all your enrollment fees in specific. You cannot pay through this, get a breakdown, or view status of other fees.

✓ If you haven't registered for classes, it'll show what your current schedule is.
✓ When you register for classes, it will only display what you were successfully able to enroll in.

FALL Quarter Menu

Logout

Enrollment Menu — Add, drop, or change your course enrollment.

Wait list Menu — Add or drop courses on the Wait List.

Enrollment Information

Enrollment Window — Display the date and time you can first enroll through WebReg.

Fee Status — Display whether your fees have been received.

Study List — Display your class schedule.

WebReg Enrollment Menu

The final step.
After you've filled in the correct information, click this to enroll in that class!

Lets you chose whether you want to take a class for a letter grade (type in 1), or simply pass/no pass (type in 2).

ONLY used for classes without preset units like EECS-199 or BIO-199.
**If your chosen class has a preset number of units, leave this empty!

Allows you to add, drop, change, and list what sections of that class aren't full. All you need to do is type in the 5-digit course code and select the corresponding option.

For classes that require a unique code to enroll in (like 199-code classes).
**Only fill in if WebReg requires that code to enroll.

Enrollment Menu

Logout

Show Study List   Go to Wait List Menu   Return to Main Menu

Send Request   Reset

Request	Course Code	Grade Option	Variable Units	Authorization Code
○ Add *Add/Drop Deadline has passed* ○ Change *Add/Drop Deadline has passed*		1=Grade, 2=P/NP		
○ Drop *Add/Drop Deadline has passed* ○ List Open Sections		Optional: Grade Option, Variable Units, Authorization Code		

> Usually enrolling in a class is as simple as typing in the 5-digit course code into the proper slot, selecting "Add" and then clicking "Send Request".
> Taking a class for a grade is the default, and the other fields are for specific cases only, so you can leave those fields blank outside of those cases!
> If the class you enroll in has a "Discussion Section" or "Lab Section" you *MUST* enroll in that too before logging out, or your request won't go through.

Additional Vital Resources

Schedule of Classes

For finding classes available in the selected quarter, determining class codes, what discussion or lab sections are attached, and many other details.

Student Access

View your official final study list, get *unofficial transcript*, check *DegreeWorks*, and *calculate GPA* among other things.