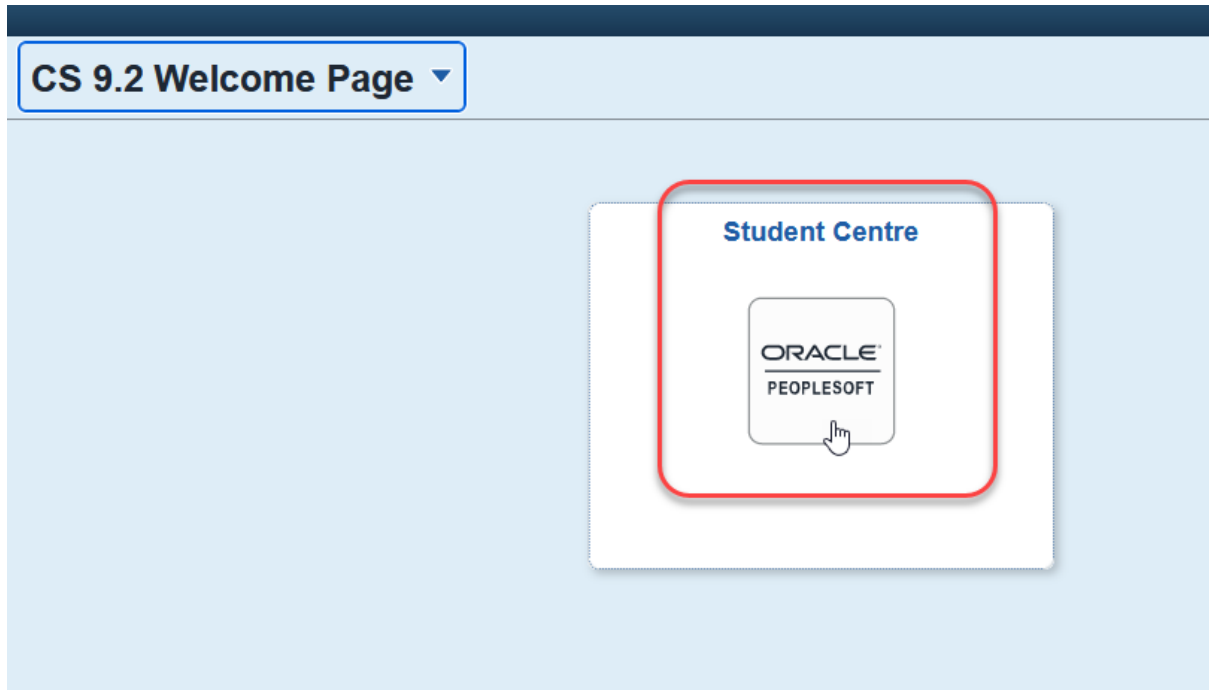# Course Unit Selection – Self-Service Enrolment

Please use this guide as an example of how to find and enrol onto your course.

From MyManchester, go to Student System (Campus Solutions), and click **Student Center.**

Click **Search for Classes** ON THE RIGHT (<u>do not</u> click 'Enrol', on the left)

You must enter the following as MINUMUM:

Term: 2022/23 Academic Year
Subject: Uni Centre for Acad English
Course Career: either 'Undergraduate' or 'Postgraduate Taught'

You could also specify a Course Number if you know it:

Classes will be returned, 'Select' the class you want (note the day, time, location and meeting dates)

New Search   Modify Search

8 class section(s) found

UCAE 97050 - ASP Academic Writing (HUM): Surface and Depth

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5353	HSD1-WSP UCAE	Tu 16:00 - 17:30	TBA		04/10/2022 - 25/10/2022	🟢	Select

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5355	HSD3-WSP UCAE	Tu 16:00 - 17:30	TBA		01/11/2022 - 22/11/2022	🟢	Select

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5507	HSD5-WSP UCAE	Tu 16:00 - 17:30	TBA		31/01/2023 - 21/02/2023	🟢	Select

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5508	HSD6-WSP UCAE	Tu 16:00 - 17:30	TBA		28/02/2023 - 21/03/2023	🟢	Select

Notes: This is a combined section class

UCAE 97060 - ASP Academic Writing (HUM): MM

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5358	HMM1-WSP UCAE	We 14:00 - 15:30	TBA		05/10/2022 - 26/10/2022	🟢	Select

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
5360	HMM3-WSP UCAE	We 14:00 - 15:30	TBA		02/11/2022 - 23/11/2022	🟢	Select

Confirm the Class you want by clicking 'Next'

Enrollment Shopping Cart

go to ...

Search | Plan | Enroll | My Academics

Search for Classes | Browse Course Catalog

Search for Classes

Add to Shopping Cart - Enrollment Preferences

2022/23 Academic Year | Postgraduate Taught | The University of Manchester
UCAE 97060 - ASP Acad Writ (HUM) MM

Class Preferences

UCAE 97060-HMM1   Workshop   🟢 Open

    Session UCAE ONLY: 4 Week Block

    Career Postgraduate Taught

Wait List ☐ Wait list if class is full

Permission Nbr [   ]

Grading Non-Assessed Course Unit

Units 0.00

Program MA History

Cancel   Next

Section	Component	Days & Times	Room	Instructor	Start/E...
HMM1	Workshop	We 14:00 - 15:30	TBA	Robert Marks	05/10/2022 - 26/10/2022

It will show as being added to your Shopping Cart. Click the Shopping Cart link:

go to ...

Search | Plan | Enroll | My Academics

Search for Classes | Browse Course Catalog

Search for Classes

Search Results

The University of Manchester | 2022/23 Academic Year

My Class Schedule	Show All
HIST 60070	TBA Room TBA

Shopping Cart	Show All
UCAE 9...	My Shopping Cart)0 - 15:30 Room TBA

The following classes match your search criteria Course Subject: **Uni Centre for Acad English**, Course Number is exactly **'97060'**, Course Career: **Postgraduate Taught**, Show Open Classes Only: **Yes**

✅ UCAE 97060 has been added to your Shopping Cart.

🟢 Open   🟦 Closed   ⚠ Wait List

New Search   Modify Search

Tick the 'Select' box for the class and click 'Enroll'

Now click 'Finish Enrolling'

When you have enrolled successfully, you will see 'Success'

If this shows as error, please contact us.