

REGISTERING FOR CLASSES

QUICK GUIDE FOR ONLINE REGISTRATION

HOW TO ACCESS THE MYREGENT PORTAL

You can directly access the registration portal on MyRegent by going to the Student Page then clicking “Register for Classes” or “select your classes.”

You can also see a step-by-step tutorial on this page.

The screenshot displays the MyRegent Student Portal. At the top, a green navigation bar contains the MyRegent logo and links for Home, Student (highlighted), Faculty/Staff, and My Profile. Below the navigation bar, a white sidebar on the left lists several services with icons: Blackboard (Bb), Genisys (G), Student Gmail (g), Faculty/Staff Email (envelope), Degree Works (graduation cap), and Library Resources (book). The main content area features a large blue banner with a red diagonal 'UPDATE' ribbon. The banner text reads 'NEW & IMPROVED STUDENT PORTAL' and 'See updates & new features below', with a note that 'ADDITIONAL WIDGETS ARE AVAILABLE ON THE HOME PORTAL'. Below the banner, a green header section titled 'My Courses' contains a 'VIEW APPROVED DEGREE PLAN' link and a list of bullet points: 'Review your program's required courses in Degree Works to track your progress towards graduation' and 'Contact Academic Advising at 757.352.4385 for help planning your schedule'. A purple-bordered box labeled 'REGISTER FOR CLASSES' follows, containing another list of bullet points: 'View upcoming term class offerings and select your classes', 'Refer to our web registration tutorial for step by step instructions', and 'Contact Academic Advising at 757.352.4385 for help'.

MyRegent

Home **Student** Faculty/Staff My Profile

- Bb Blackboard
- G Genisys
- g Student Gmail
- Faculty/Staff Email
- Degree Works
- Library Resources

UPDATE

NEW & IMPROVED STUDENT PORTAL

See updates & new features below

ADDITIONAL WIDGETS ARE AVAILABLE ON THE HOME PORTAL

My Courses

VIEW APPROVED DEGREE PLAN

- Review your program's required courses in [Degree Works](#) to track your progress towards graduation
- Contact Academic Advising at [757.352.4385](tel:757.352.4385) for help planning your schedule

REGISTER FOR CLASSES

- View upcoming term class offerings and [select your classes](#)
- Refer to our [web registration tutorial](#) for step by step instructions
- Contact Academic Advising at [757.352.4385](tel:757.352.4385) for help

HOW TO ACCESS THE NEW SYSTEM-GENISYS

[Personal Information](#) **[Student Services](#)** [Financial Aid](#) [Faculty Services](#) [Employee Services](#) [Bill and Payment Center](#) [Miscellaneous Forms](#)

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Services

Registration

Add/Drop classes; browse course catalog; display class schedule.

Student Records

View your holds; Display your grades and transcripts; Review charges and payments.

Verify Student Requirements

Before registering, check here for information that requires review and/or update.

Commencement & Commissioning RSVPs

Will you be attending the spring commencement ceremony and/or commissioning service?

Housing Menu

Click on this link to display housing information, move-in information, and/or housing requirement forms.

DegreeWorks

Degree Audit Map for students whose catalog is Fall 2012 to present

FERPA Acknowledgement

Use this link to acknowledge you have read and understood the FERPA standard.

[Regent Bookstore](#)

Shop for textbooks at the Regent Bookstore.

REGISTER FOR CLASSES



REGENT UNIVERSITY



[Student](#) • [Registration](#)

Registration

What would you like to do?



[Prepare for Registration](#)

View registration status, update student term data, and complete pre-registration requirements.



[Plan Ahead](#)

Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.



[View Registration Information](#)

View your past schedules and your ungraded classes.



[Register for Classes](#)

Search and register for your classes. You can also view and manage your schedule.



[Browse Classes](#)

Looking for classes? In this section you can browse classes you find interesting.



[Browse Course Catalog](#)

Look up basic course information like subject, course and description.

REGISTER FOR CLASSES

[Student](#) • [Registration](#) • [Select a Term](#)

Select a Term

Terms Open for Registration

Summer 2020	▲
	🔍
Fall 2020	
Summer 2020	
Spring 2020	

Only semesters that are currently available will be listed.

REGISTER FOR CLASSES

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

[Find Classes](#) | [Enter CRNs](#) | [Schedule and Options](#)

Enter Your Search Criteria [?]

Term: Spring 2019

Subject

CAS | Cybersecurity

UG | Early Childhood Education

UG | Earth Science

UG | Economics

UG | Education

UG | Engineering

UG | English

UG | French

UG | General Education

UG | Geography

You can add another

Course Number

Keyword

[Schedule](#) | [Schedule Details](#)

Class Schedule for Spring 2019

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							
10am							
11am							

[Summary](#)

Title	Details	Hours	CRN	Schedule Type	Status	Action
Accounting Principles	BUSN 220, 02	3	40506	Distance E...	Registered	None
Business Communication	BUSN 250, 02	3	40976	Distance E...	Registered	None
Business Entities	MLAW 602, 01	0	41545	Distance E...	Dropped	None
Business Policy	MGMT 440, 01	3	42064	Distance E...	Registered	None
Constitutional Law & Policy I	MLAW 619, 01	0	41550	Distance E...	Dropped	None
Foundations of Legal Thought	MLAW 513, 01	0	41291	Distance E...	Dropped	None

Total Hours | Registered: 15 | Billing: 27 | CEU: 0 | Min: 0 | Max: 17

Submit

Students can look up a course via course number or key word but they may not find exactly what they are looking for.

Ex: BUSN 250

REGISTER FOR CLASSES

[Student](#) • [Registration](#) • [Select a Term](#) • Register for Classes

Register for Classes

Find Classes

Enter CRNs

Schedule and Options

Enter Your Search Criteria ⓘ

Term: Spring 2019

Subject

CAS | Cybersecurity

UG | General Education

You can add another

Course Number

Keyword

Search

Clear

Advanced Search

Schedule

Schedule Details

Class Schedule for Spring 2019

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							
10am							
11am							

Summary

Tuition and Fees

Title	Details	Hours	CRN	Schedule Type	Status	Action
Accounting Principles	BUSN 220, 02	3	40506	Distance E...	Registered	None
Business Communication	BUSN 250, 02	3	40976	Distance E...	Registered	None
Business Entities	MLAW 602, 01	0	41545	Distance E...	Dropped	None
Business Policy	MGMT 440, 01	3	42064	Distance E...	Registered	None
Constitutional Law & Policy I	MLAW 619, 01	0	41550	Distance E...	Dropped	None
Foundations of Legal Thought	MLAW 513, 01	0	41291	Distance E...	Dropped	None
Total Hours Registered: 15 Billing: 27 CEU: 0 Min: 0 Max: 17						

Once you search for courses, you can then see a list of available courses. You can scroll over each area to receive more information about each area with a pop-up.

REGISTER FOR CLASSES

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find ClassesEnter CRN'Schedule and Options

Search Results — 86 Classes

Term: Spring 2019Subject: CAS | Cybersecurity, UG | General Education

TitleSubject DescriptionCourse NumSectionHoursCRNTermInstructorMeeting TimesCampusStatusAttribute

Mobile Forensics

Distance Education/Online

CAS | Cybers...

430

01

3

41985

Spring...

Vululleh, Pee (Primary)

SMTWTFSS00:00 AM - 00:01 AM Type: Class B

Online...

27 of 29 seats re...
10 of 10 waitlist s...

Add

Cyber Crime & Digital Invstgn

Distance Education/Online

CAS | Cybers...

440

01

3

41986

Spring...

TBA, Instructor (Primary)

SMTWTFSS00:00 AM - 00:01 AM Type: Class B

Online...

28 of 29 seats re...
10 of 10 waitlist s...

Add

Cybersec

Distance

CAS | Cybersecurity

CAS | Cybers...

610

01

3

41794

Spring...

Ball, Albert (Primary)

SMTWTFSS00:00 AM - 00:01 AM Type: Class B

Online...

4 of 29 seats rem...

Add

Cybersecurity Ethics

Distance Education/Online

CAS | Cybers...

610

02

3

42200

Spring...

TBA, Instructor (Primary)

SMTWTFSS00:00 AM - 00:01 AM Type: Class B

Online...

28 of 29 seats re...
10 of 10 waitlist s...

Add

Cybersecurity Ethics

Distance Education/Online

CAS | Cybers...

610

G01

3

42973

Spring...

Ball, Albert (Primary)

SMTWTFSS00:00 AM - 00:01 AM Type: Class B

Online...

3 of 5 seats remain.
10 of 10 waitlist s...

Add

ScheduleSchedule Details

Class Schedule for Spring 2019

6am

7am

8am

9am

10am

11am

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Summary

TitleDetailsHoursCRNSchedule TypeStatusAction

Accounting Principles

BUSN 220, 02

3

40506

Distance E...

Registered

None

Business Communication

BUSN 250, 02

3

40976

Distance E...

Registered

None

Business Entities

MLAW 602, 01

0

41545

Distance E...

Dropped

None

Business Policy

MGMT 440, 01

3

42064

Distance E...

Registered

None

Constitutional Law & Policy I

MLAW 619, 01

0

41550

Distance E...

Dropped

None

Foundations of Legal Thought

MLAW 513, 01

0

41291

Distance E...

Dropped

None

Total Hours | Registered: 15 | Billing: 27 | CEU: 0 | Min: 0 | Max: 17

Submit

REGISTER FOR CLASSES

If you are not sure about which course you want to take, you can now click on the course name for more information. Once the details box opens, you can get the details, course description, restrictions, attributes, fees, etc.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Schedule and Options

Search Results — 86 Classes
Term: Spring 2019 Subject: CAS | Cybersecurity, UG | General Education Search Again

Title	Subject Description	Course Number	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute
Mobile Forensics Distance Education/Online	CAS Cybers...	430	01	3	41985	Spring...	Vululleh, Pee (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	27 of 29 seats re... 10 of 10 waitlist s...	Add
Cyber Crime & Digital Investo Distance Education/Online	CAS Cybers...	440	01	3	41986	Spring...	TBA Instructor (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	28 of 29 seats re... 10 of 10 waitlist s...	Add
Cybersecurity Ethics Distance Education/Online	CAS Cybers...	610	01	3	41794	Spring...	Ball, Albert (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	4 of 29 seats rem...	Add
Cybersecurity Ethics Distance Education/Online	CAS Cybers...	610	02	3	42200	Spring...	TBA Instructor (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	28 of 29 seats re... 10 of 10 waitlist s...	Add
Cybersecurity Ethics Distance Education/Online	CAS Cybers...	610	G01	3	42973	Spring...	Ball, Albert (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	3 of 5 seats remain. 10 of 10 waitlist s...	Add

Schedule **Schedule Details**

Class Schedule for Spring 2019

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							
10am							
11am							

Summary **Tuition and Fees**

Title	Details	Hours	CRN	Schedule Type	Status	Action
Mobile Forensics	CYBR 430, 01	3	41985	Distance E...	Pending	Web Registered
Accounting Principles	BUSN 220, 02	3	40506	Distance E...	Registered	None
Business Communication	BUSN 250, 02	3	40976	Distance E...	Registered	None
Business Entities	MLAW 602, 01	0	41545	Distance E...	Dropped	None
Business Policy	MGMT 440, 01	3	42064	Distance E...	Registered	None
Constitutional Law & Policy I	MLAW 619, 01	0	41550	Distance E...	Dropped	None

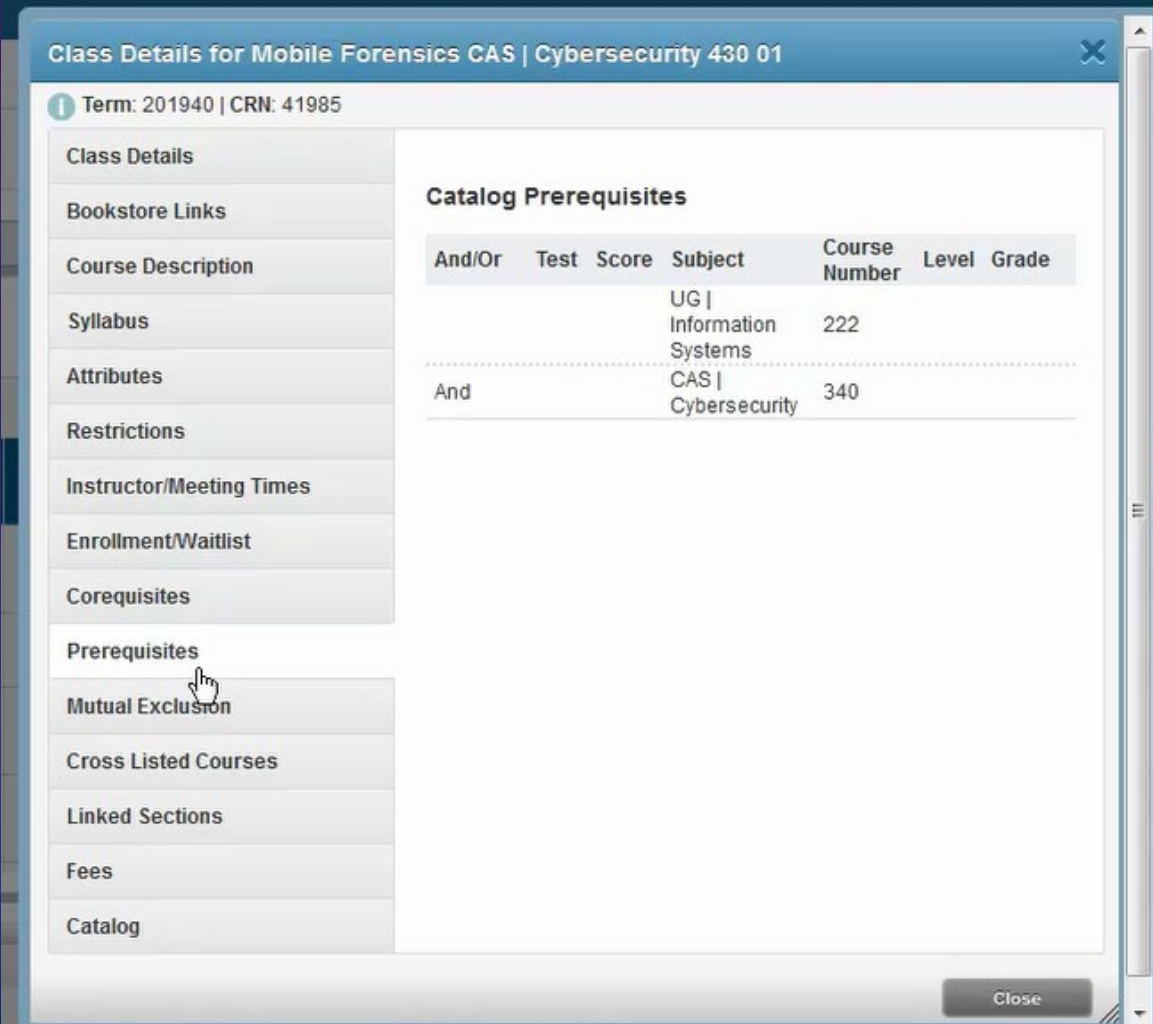
Total Hours | Registered: 15 | Billing: 27 | CEU: 0 | Min: 0 | Max: 17

[Submit](#)

REGISTER FOR CLASSES

If there are listed pre-reqs for the course and the system reads them, the section will show what courses are needed.

The Fees section will show if there are any extra fees associated with the courses.



Class Details for Mobile Forensics CAS | Cybersecurity 430 01

Term: 201940 | CRN: 41985

Class Details

Bookstore Links

Course Description

Syllabus

Attributes

Restrictions

Instructor/Meeting Times

Enrollment/Waitlist

Corequisites

Prerequisites

Mutual Exclusion

Cross Listed Courses

Linked Sections

Fees

Catalog

Catalog Prerequisites

And/Or	Test	Score	Subject	Course Number	Level	Grade
			UG Information Systems	222		
And			CAS Cybersecurity	340		

Close

REGISTER FOR CLASSES

When you click to add the course, the course will then be listed in the Summary section at the bottom of the screen. **However, you need to hit submit to finalize registration!**

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

Search Results — 86 Classes
Term: Spring 2019 Subject: CAS | Cybersecurity, UG | General Education Search Again

Title	Subject Description	Course Num	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute
<u>Mobile Forensics</u> Distance Education/Online	CAS Cybers...	430	01	3	41985	Spring...	<u>Vululleh, Pee</u> (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	27 of 29 seats re... 10 of 10 waitlist s...	Add
<u>Cyber Crime & Digital Investo</u> Distance Education/Online	CAS Cybers...	440	01	3	41986	Spring...	<u>TBA Instructor</u> (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	28 of 29 seats re... 10 of 10 waitlist s...	Add
<u>Cybersecurity Ethics</u> Distance Education/Online	CAS Cybers...	610	01	3	41794	Spring...	<u>Ball, Albert</u> (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	4 of 29 seats rem...	Add
<u>Cybersecurity Ethics</u> Distance Education/Online	CAS Cybers...	610	02	3	42200	Spring...	<u>TBA Instructor</u> (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	28 of 29 seats re... 10 of 10 waitlist s...	Add
<u>Cybersecurity Ethics</u> Distance Education/Online	CAS Cybers...	610	G01	3	42973	Spring...	<u>Ball, Albert</u> (Primary)	S M T W T F S 00:00 AM - 00:01 AM Type: Class B	Online...	3 of 5 seats remain. 10 of 10 waitlist s...	Add

Schedule | Schedule Details

Class Schedule for Spring 2019

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Summary Tuition and Fees

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<u>Accounting Principles</u>	BUSN 220, 02	3	40506	Distance E...	Registered	None
<u>Business Communication</u>	BUSN 250, 02	3	40976	Distance E...	Registered	None
<u>Business Entities</u>	MLAW 602, 01	0	41545	Distance E...	Dropped	None
<u>Business Policy</u>	MGMT 440, 01	3	42064	Distance E...	Registered	None
<u>Constitutional Law & Policy</u>	MLAW 619, 01	0	41550	Distance E...	Dropped	None

Total Hours | Registered: 15 | Billing: 27 | CEU: 0 | Min: 0 | Max: 17

Submit

REGISTER FOR CLASSES

Schedule

Schedule Details

Class Schedule for Spring 2019

▼

Accounting Principles

UG/SBL | Business, General 220 Section 02 | Class Begin: 01/14/2019 | Class End: 03/09/2019

Registered

01/14/2019 – 03/09/2019

SMTWTFS

 00:00 AM - 00:01 AM Type: Class Location: Online Learning Building: Distance Education Room: None
Instructor: [Brown, Mark](#) (Primary)
CRN: 40506
Message: Web Registered | Hours: 3 | Level: Non-Degree Seeking | Campus: Online Learning | Schedule Type: Distance Education/Online | Grade Mode: Standard Letter Grade | Waitlist Position: 0 | Notification Expires: None

▶

Business Communication

UG/SBL | Business, General 250 Section 02 | Class Begin: 01/14/2019 | Class End: 03/09/2019

Registered

01/14/2019 – 03/09/2019

SMTWTFS

 00:00 AM - 00:01 AM Type: Class Location: Online Learning Building: Distance Education Room: None
Instructor: [Maslennikova, Olena](#) (Primary)
CRN: 40976

▶

Business Policy

UG/SBL | Management 440 Section 01 | Class Begin: 03/18/2019 | Class End: 05/11/2019

Registered

Details

Submit

The Schedule Detail is located at the bottom of the screen where you can see course information as well as waitlist notifications and current status of courses.