HOW TO REGISTER FOR CLASSES

1. Log into your UNCGenie account through Enter Secure Area using your ID and pin number. (You should have received your ID & pin number from the Admissions Office upon admittance through your Spartan Link account.)
2. Select Student Services & Financial Aid
3. Select Registration
4. Select Look Up Classes to Add
5. Select term you are registering for.
6. For Subject: Select the department you wish to take a course in (Ex. ENG 101 is found in the English department). At this point, select Course Search at the bottom left of your screen.
7. From there you can select the course offerings for that given term and view if seats are available (there will be a box to click in if seats are available at the time you view those course offerings). If you wish to register for that specific section, check the corresponding box and then click Register at the bottom of the screen.
8. Enter your Advising Code and hit submit.
9. At this time, you will see if you successfully registered for this course or not.
10. To continue with your registration, select Class Search at the bottom of the screen and choose your next course.
11. Another way to look up classes is to use the link below and click on ‘class schedule’. From there you will be able to search for courses based on the subject OR general education attribute you wish to fulfill.

ADDISTIONAL TIPS & DATES TO REMEMBER

1. You can view your Student Schedule by Day and Time under the Registration menu.
2. Tuesday, Aug. 17 – 1st day of classes and final payment deadline for fall 2021.
3. Monday, Aug. 23 – Last day to add a class for fall 2021.
4. Friday, Oct. 8 – Last day to withdraw from a class without incurring a WF grade.

ACCESSING YOUR ACADEMIC TRANSCRIPT IN GENIE

1. Log into your UNCGenie account just as you did to register for courses.
2. Select Student Services & Financial Aid
3. Select Student Records
4. Select Academic Transcript and proceed from there.

Undergraduate Bulletin Link: https://catalog.uncg.edu/