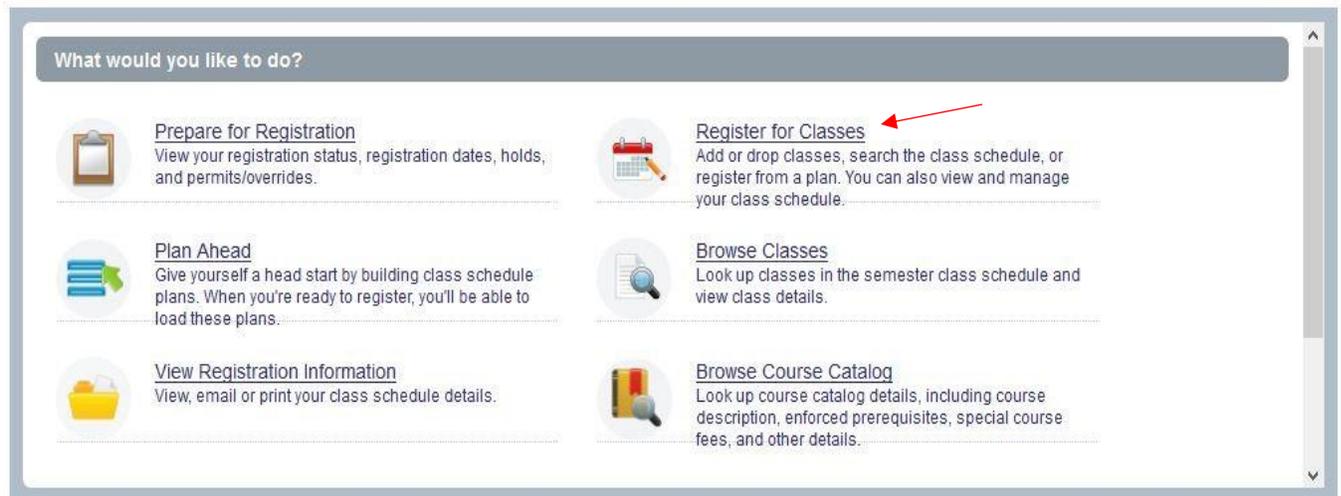


## Accessing Banner 9 Registration

Banner 9 registration can be accessed by logging into LOLA. Then clicking on the Student tab at the top of the homepage. Lastly click Registration under Academic Links. Please see the image below.

To add or drop classes from your registration, choose *Register for Classes*.

### Registration



What would you like to do?

- Prepare for Registration**  
View your registration status, registration dates, holds, and permits/overrides.
- Register for Classes** (indicated by a red arrow)  
Add or drop classes, search the class schedule, or register from a plan. You can also view and manage your class schedule.
- Plan Ahead**  
Give yourself a head start by building class schedule plans. When you're ready to register, you'll be able to load these plans.
- Browse Classes**  
Look up classes in the semester class schedule and view class details.
- View Registration Information**  
View, email or print your class schedule details.
- Browse Course Catalog**  
Look up course catalog details, including course description, enforced prerequisites, special course fees, and other details.

## Registration Overview

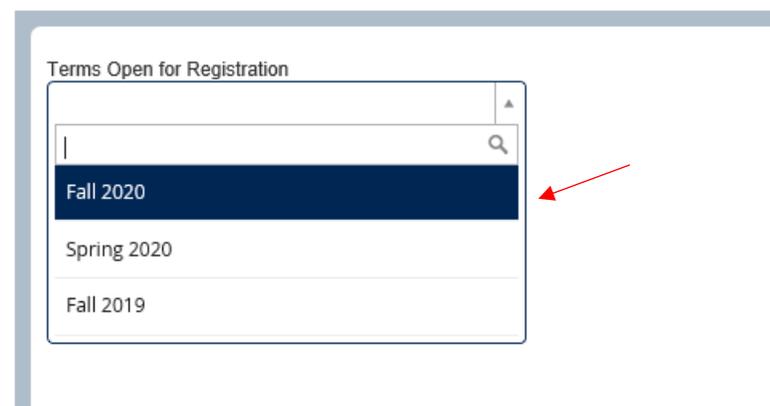
### Choosing the Term

You will be prompted to select a term for registration. Choose the appropriate term from the drop-down box and click CONTINUE.



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

### Select a Term



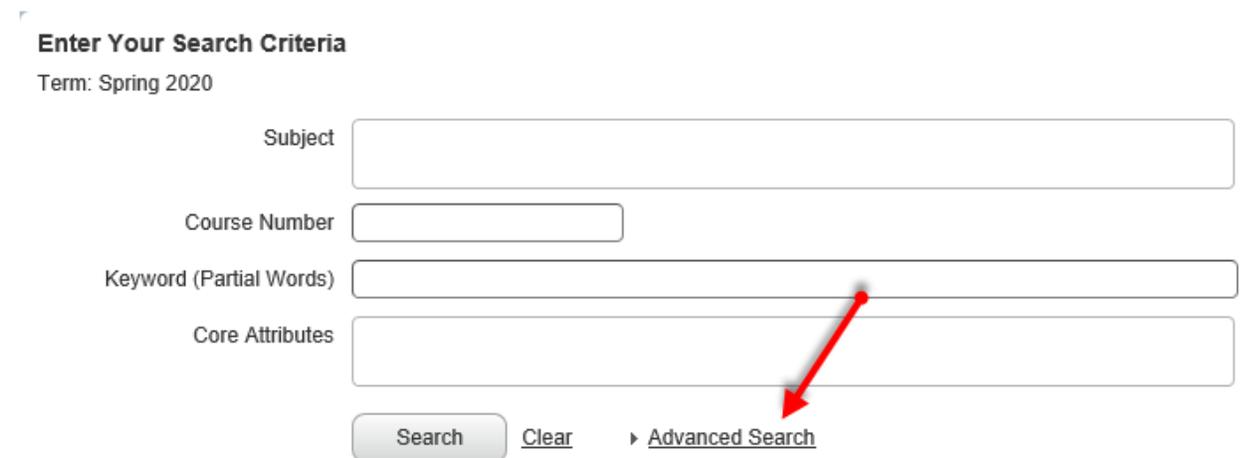
Terms Open for Registration

- Fall 2020 (indicated by a red arrow)
- Spring 2020
- Fall 2019

Click the Continue button and Advance Search.

## Advanced Search

For more detailed searches, click on “Advanced Search,” and additional options will populate beneath the basic search options.



**Enter Your Search Criteria**  
Term: Spring 2020

Subject

Course Number

Keyword (Partial Words)

Core Attributes

[Clear](#) [▶ Advanced Search](#)

*Subject and Course Number:* This option is useful if you want to search for sections of multiple courses, and you already know both the subject and course number. For example, if you want to retrieve sections of MATH 1105 and ENGL 1010, you can do this in the same search with this option rather than using Basic Search to do one search for MATH 1105 and a second search for ENGL 1010.

*Campus:* Use this option to narrow your results to a particular campus or campuses. For example, use this option to retrieve only online classes.

*Schedule Type:* Use this option to narrow your results by schedule type. For example, use this option to retrieve only Lecture or Lab classes.



Course Number Range  to

Credit Hour Range  to  hours

[Clear](#) [▼ Advanced Search](#)

## Viewing Results

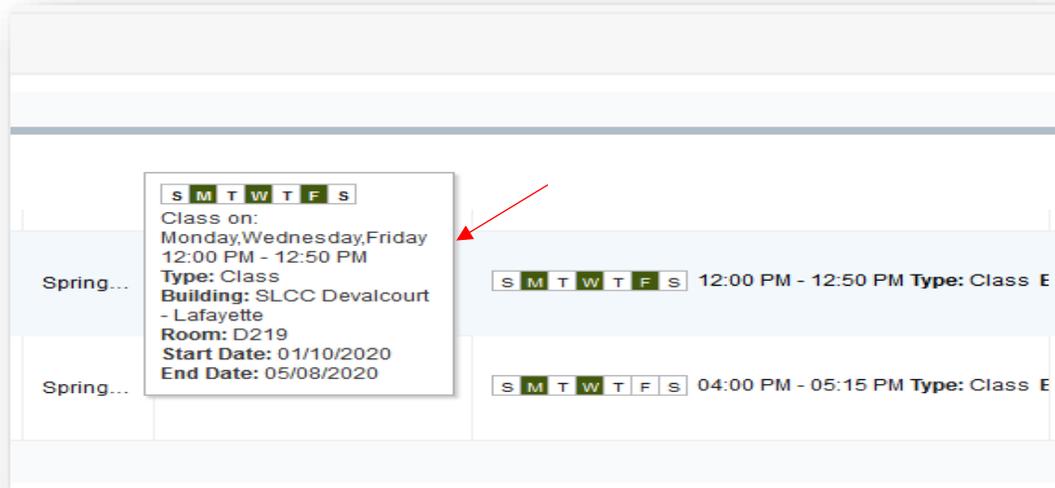
After clicking SEARCH your results will display. Search results will appear as below (fewer columns are displayed by default in mobile).

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

## Register for Classes

Find Classes		Enter CRNs		Schedule and Options		
<b>Search Results</b> — 55 Classes						<input type="button" value="Search Again"/>
Term: Spring 2020    Subject: Psychology						
Title	Instructor	Meeting Times	Status	Attribute		
▶ Introduction t... Video Confer...	O'Connor, Josh...	S M T W T F S 03:30 PM - 05:05	5 of 15 se... Time Conf...	Regular/Oncampus course	<input type="button" value="Add"/>	
▶ Introduction t... Video Confer...	Boudreaux, Min...	S M T W T F S 09:30 AM - 10:45	8 of 15 se...	Regular/Oncampus course	<input type="button" value="Add"/>	
▶ Introduction t... Lecture	Greene, Joel (P...	S M T W T F S 09:30 AM - 10:45	9 of 30 se...	Regular/Oncampus course	<input type="button" value="Add"/>	
▶ Introduction t... Lecture	Eggenberger, A...	S M T W T F S 07:00 AM - 07:50	16 of 30 s...	Regular/Oncampus course	<input type="button" value="Add"/>	

*Expand display:* As an alternative to widening a column, if there is not enough room to view the full data in a cell, hover your mouse over it for an expanded display. **Note:** In particular, this is helpful for the meeting time information so that you can also view meeting location and start and end dates for the class.



## Adding Classes

Build your schedule by choosing classes using one of the methods in the top panel, adding them to the Summary panel and clicking SUBMIT.

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

## Register for Classes

**Find Classes** | Enter CRNs | Schedule and Options

**Search Results** — 28 Classes  
Term: Spring 2020 | Subject: Communication

[Search Again](#)

Title	Instructor	Meeting Times	Status	Attribute	
Fundamental... Video Confer...	Jones, Robert (...)	S M T W T F S 11:00 AM - 11:50	<b>FULL</b> ...	No Cost Textbook Regular/Oncampus course	<a href="#">Add</a>
Fundamental... Video Confer...	Jones, Robert (...)	S M T W T F S 11:00 AM - 11:50	1 of 4 seat...	No Cost Textbook Regular/Oncampus course	<a href="#">Add</a>
Fundamental...	Jones, Robert (...)	S M T W T F S 08:00 AM - 08:50	4 of 8 seat...	No Cost Textbook	<a href="#">Add</a>

**Classes will be in a pending registration status until you successfully submit your registration.**

## Submitting Your Registration

When a class is added to your Summary panel, it is in a pending registration status. You will also see it in gray on the Schedule grid panel. You may have to scroll down to the appropriate time block to see it. Be certain to check the grid for overlapping meeting times as you add sections. Overlapping meeting times result in errors and will prevent registration.

You can now click SUBMIT in the Summary panel to submit the registration or continue building your schedule.

**Schedule** | Schedule Details

Class Schedule for Spring 2020

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1pm		Contemporary Social Problems		Contemporary Social Problems			
2pm							
3pm							
4pm			Introduction to Psychology		Introduction to Psychology		

**Summary** | Tuition and Fees

Title	Details	Hours	CRN	Schedule Type	Status	Action
Fundamentals of Human Comm	CMCN 1013, L03	3	21048	Lecture	Pending	**Web Registered**
Contemporary Social Problems	SOCI 2020, L03	3	20207	Hybrid less...	Registered	None
Introduction to Psychology	PSYC 2010, L14	3	20153	Lecture	Registered	None
Survey of the Arts I	ARTS 1100, L01	3	20210	Lecture	Registered	None

Total Hours | Registered: 9 | Billing: 9 | CEU: 0 | Min: 0 | Max: 18

[Submit](#)

**You are not registered for the class until you have successfully submitted your registrations in the Summary panel and the status changes to “Registered”**

When you submit your registrations, your schedule will be checked for errors, such as whether the class is still open, there are any time conflicts, whether you have met all pre-requisites, and so on. If your registration is successful, you will receive a green “Save Successful” message at the top of the page, and the status will change to “Registered.” The class will be shown in the Schedule panel grid as a solid color other than gray with a green checkmark.

The screenshot shows the registration interface. At the top, a green banner displays "Save Successful" with a green checkmark icon. Below this is the "Register for Classes" section, which includes a search bar and a "Find Classes" button. The search results show 4 classes for the term Spring 2020, subject Sociology, and course number 2020. The results are displayed in a table with columns for Title, Instructor, Meeting Times, Status, and Attribute. Two classes are listed: "Contemporary Social Problems" and "Fundamentals of Human Communication". Both have a status of "Registered" and a green checkmark. Below the search results is a "Schedule" panel with a "Summary" tab selected. The summary table shows the following data:

Title	Details	Hours	CRN	Schedule Type	Status	Action
Contemporary Social Problems	SOCI 2020, L03	3	20207	Hybrid less ...	Registered	None
Fundamentals of Human Comm	CMCN 1013, L04	3	21049	Lecture	Registered	None
Introduction to Psychology	PSYC 2010, L14	3	20153	Lecture	Registered	None

If you receive any errors, all classes with errors will be shown at the top of the page. If at least one class saved successfully, you will still see the green “Save Successful” message. Any classes that submitted successfully will have the status changed to “Registered” and will be shown in the Schedule panel with a solid color and green checkmark.

Any classes that had errors will have the status changed to “Errors Preventing Registration” and the value in the Action column will change to “Remove”. In the Schedule panel grid, the class will be shown in a light red color.

Student • Registration • Select a Term • Register for **MATH 2020 CRN 21673: Prerequisite and Test Score error**

## Register for Classes

Find Classes | Enter CRNs | Schedule and Options

**Search Results — 19 Classes**  
 Term: Spring 2020 | Subject: Mathematics | Course Number: 2020

Title	Instructor	Days	Time	Section	Status	Action
Lecture	...	...	...	...	Time Conf...	Add
Introductory S... Lecture	Austin, Joiclyn (...)	S M T W T F S	07:00 AM - 07:50	7 of 30 se...	Regular/Oncampus course	Add
Introductory S... Lecture	Ofori-Dadzie, E...	S M T W T F S	10:00 AM - 10:50	1 of 30 se...	<b>FULL: ...</b> Regular/Oncampus course	Add
Introductory S... Lecture	Clardy, Melinda ...	S M T W T F S	12:00 PM - 12:50	2 of 30 se...	Time Conf... Regular/Oncampus course	Add
Introductory S... Video Confer...	Oubre, Lance (...)	S M T W T F S	01:00 PM - 02:15	1 of 20 se...	Time Conf... Regular/Oncampus course	Add

Schedule | Schedule Details | **Summary**

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introductory Statistics	MATH 2020, H01	3	21673	Video Conf...	Errors Preventing Registr...	Remove
Contemporary Social Problems	SOCI 2020, L03	3	20207	Hybrid less...	Registered	None
Fundamentals of Human Comm	CMCN 1013, L04	3	21049	Lecture	Registered	None

If you hover your mouse over the error status, you can see the error displayed in the Summary panel.

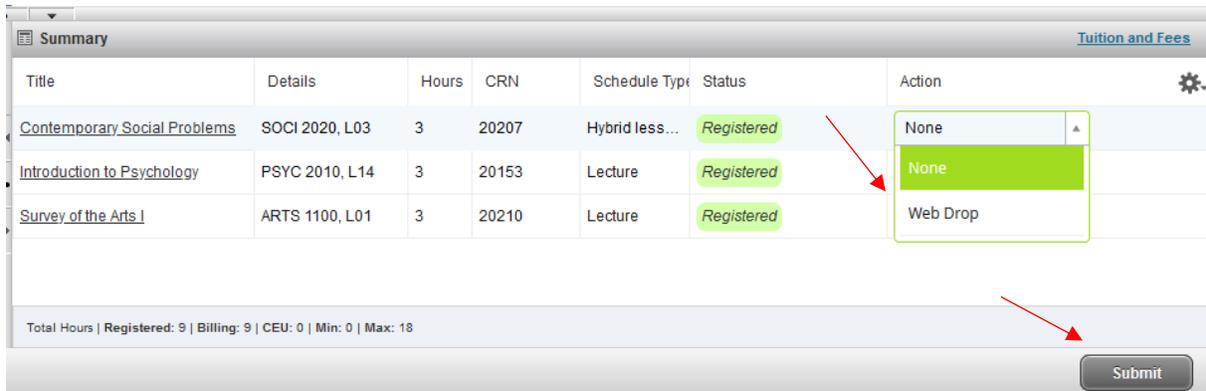
**Summary**

Title	Details	Hour	CRN	Schedule	Status	Action
Cath Thqt, State, S...	POSC 101...	3	14395	Lecture	Registered	None
Survey of Sociology	SOCI 101	3	16894	Lecture	Time conflict with CRN 16894 Errors Preventi...	Remove
Understanding Art	ARHY 100	3	16894	Lecture	Registered	None

Leaving “Remove” in the Action column and clicking on SUBMIT again will remove the error-producing class from your Summary panel.

## Dropping Classes

To drop a class from your schedule, find it in the Summary panel, change the value in the Action column to “Drop,” and then click SUBMIT.



The screenshot shows a table with columns: Title, Details, Hours, CRN, Schedule Type, Status, and Action. The first row is highlighted, and a dropdown menu is open for the Action column, showing options: None, None, and Web Drop. A red arrow points to the 'Web Drop' option. Another red arrow points to the 'Submit' button at the bottom right of the panel. The status for all classes is 'Registered'.

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Contemporary Social Problems</a>	SOCI 2020, L03	3	20207	Hybrid less...	Registered	None
<a href="#">Introduction to Psychology</a>	PSYC 2010, L14	3	20153	Lecture	Registered	None
<a href="#">Survey of the Arts I</a>	ARTS 1100, L01	3	20210	Lecture	Registered	Web Drop

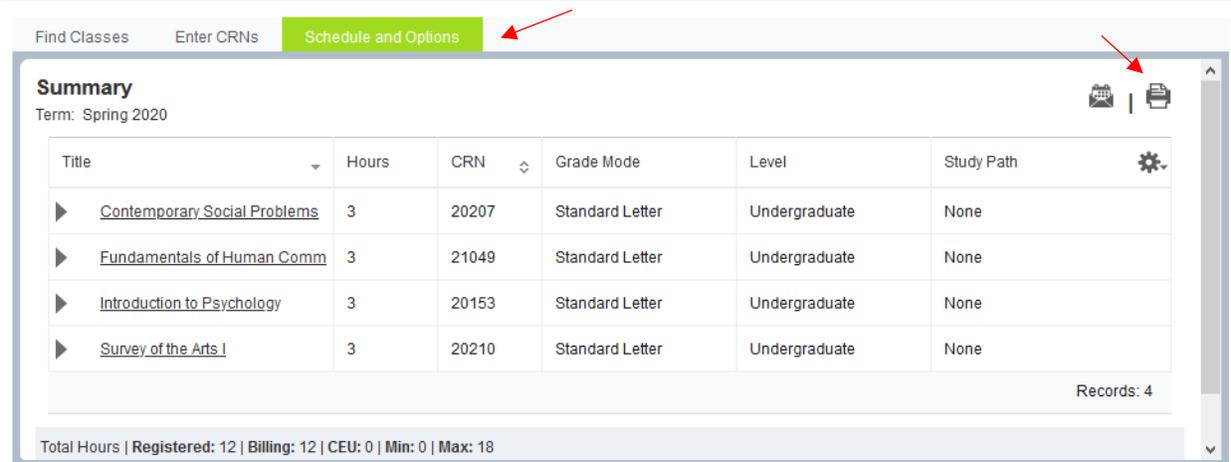
Total Hours | Registered: 9 | Billing: 9 | CEU: 0 | Min: 0 | Max: 18

Submit

## Printing your schedule

You can view a printer-friendly view of your schedule by clicking on the printer icon on the **Schedule and Options** tab of the top panel.

## Register for Classes



The screenshot shows the 'Register for Classes' interface. The top panel has three tabs: 'Find Classes', 'Enter CRNs', and 'Schedule and Options'. A red arrow points to the 'Schedule and Options' tab. The 'Summary' panel is open, showing a table with columns: Title, Hours, CRN, Grade Mode, Level, and Study Path. The table lists four classes. A printer icon is visible in the top right corner of the Summary panel, with a red arrow pointing to it. The status for all classes is 'Registered'.

Find Classes | Enter CRNs | **Schedule and Options**

**Summary**  
Term: Spring 2020

Title	Hours	CRN	Grade Mode	Level	Study Path
<a href="#">Contemporary Social Problems</a>	3	20207	Standard Letter	Undergraduate	None
<a href="#">Fundamentals of Human Comm</a>	3	21049	Standard Letter	Undergraduate	None
<a href="#">Introduction to Psychology</a>	3	20153	Standard Letter	Undergraduate	None
<a href="#">Survey of the Arts I</a>	3	20210	Standard Letter	Undergraduate	None

Records: 4

Total Hours | Registered: 12 | Billing: 12 | CEU: 0 | Min: 0 | Max: 18

Classification: Freshman Level: Undergraduate  
 College: Arts & Humanities Major: General Studies

Title	Course Details	Credit Hours	CRN	Meeting Times
Introduction to Psychology	PSYC 2010 L14	3.0	20153	01/10/2020 - 05/08/2020 Tuesday, Thursday 03:30 PM - 04:45 PM Lafayette Campus, SLCC Devalcourt - Lafayette, D318 Domingue, Rachel
Contemporary Social Problems	SOCI 2020 L03	3.0	20207	03/11/2020 - 05/08/2020 Monday, Wednesday 01:15 PM - 02:50 PM Lafayette Campus, SLCC Devalcourt - Lafayette, D315 Prudhomme, Delana
Survey of the Arts I	ARTS 1100 L01	3.0	20210	01/10/2020 - 05/08/2020 Monday, Wednesday, Friday 08:00 AM - 08:50 AM Lafayette Campus, SLCC Ardoin - Lafayette, A302 Miller, Vanessa
Fundamentals of Human Comm	CMCN 1013 L04	3.0	21049	01/10/2020 - 05/08/2020 Monday, Wednesday, Friday 12:00 PM - 12:50 PM Lafayette Campus, SLCC Devalcourt - Lafayette, D219 McPeck, Samuel

Total Hours | Registered: 12 | Billing: 12 | CEU: 0

**i** This is a general view of your term schedule. Download your schedule for a weekly view.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am		✓ Survey of the Arts I		✓ Survey of the Arts I		✓ Survey of the Arts I	
9am							
10am							
11am							
12pm		✓ Fundamentals of Human Comm		✓ Fundamentals of Human Comm		✓ Fundamentals of Human Comm	
1pm		✓ Contemporary Social Problems		✓ Contemporary Social Problems			
2pm							
3pm							
4pm			✓ Introduction to Psychology		✓ Introduction to Psychology		

## Email Your Schedule

Note the highlighted e-mail icon to the top right of the screen (shown below). By clicking this icon, you can e-mail a copy of your schedule to yourself (or whoever you choose).

### Register for Classes

Find Classes   Enter CRNs   **Schedule and Options**

**Summary**  
Term: Spring 2020

Title	Hours	CRN	Grade Mode	Level	Study Path
▶ <a href="#">Contemporary Social Problems</a>	3	20207	Standard Letter	Undergraduate	None
▶ <a href="#">Fundamentals of Human Comm</a>	3	21049	Standard Letter	Undergraduate	None
▶ <a href="#">Introduction to Psychology</a>	3	20153	Standard Letter	Undergraduate	None
▶ <a href="#">Survey of the Arts I</a>	3	20210	Standard Letter	Undergraduate	None

Records: 4

Total Hours | Registered: 12 | Billing: 12 | CEU: 0 | Min: 0 | Max: 18