
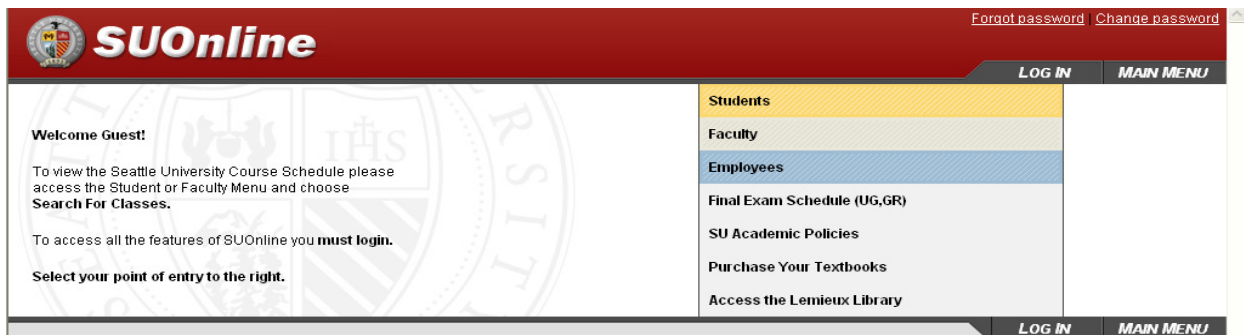


<https://SUOnline.seattleu.edu>.



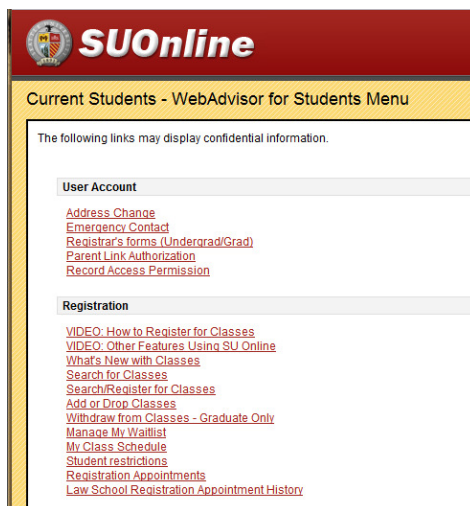
The screenshot shows the SUOnline login page. At the top left is the SUOnline logo. At the top right are links for "Forgot password" and "Change password". Below the logo is a navigation bar with "LOG IN" and "MAIN MENU" buttons. A "Welcome Guest!" message is displayed. The main heading is "Log In". A "NOTE" section contains two bullet points: "Your User ID is your SU email address without '@seattleu.edu' — Example: smithb" and "User ID is all lowercase. Password is case sensitive." Below the note are two input fields: "User ID:" and "Password:". A "SUBMIT" button is centered below the fields.

Select the **Students** tab in yellow



The screenshot shows the SUOnline main menu. The top navigation bar includes the logo, "LOG IN", and "MAIN MENU" buttons. A "Welcome Guest!" message is on the left. A central menu lists several options: "Students" (highlighted in yellow), "Faculty", "Employees", "Final Exam Schedule (UG,GR)", "SU Academic Policies", "Purchase Your Textbooks", and "Access the Lemieux Library".

Click Search/Register for Classes. You will be prompted to update your address or supply emergency contact information



The screenshot shows the "Current Students - WebAdvisor for Students Menu". It features a "User Account" section with links for "Address Change", "Emergency Contact", "Registrar's forms (Undergrad/Grad)", "Parent Link Authorization", and "Record Access Permission". A "Registration" section includes links for "VIDEO: How to Register for Classes", "VIDEO: Other Features Using SU Online", "What's New with Classes", "Search for Classes", "Search/Register for Classes", "Add or Drop Classes", "Withdraw from Classes - Graduate Only", "Manage My Waitlist", "My Class Schedule", "Student restrictions", "Registration Appointments", and "Law School Registration Appointment History".

Once your address information and emergency contact information has been updated Click on the Search/Register for Classes link.

Select the appropriate term (12FS for Fall Semester 2012). Click the **SUBMIT** button. SU Online will return all courses for that semester.

### Search/Register for Classes

[Emergency Contact](#)

Please note that:

- the **Term** field is required for all searches; and
- one **additional field** is required when searching non-law or non-summer courses.

\* = Required

Term\*

Subject	Course Level	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

School	Department	Academic Level
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Sections Meeting After  Sections Ending Before

Mon  Tue  Wed  Thu  Fri  Sat  Sun

Course Comment Keyword(s)

Course Title Keyword(s)

Instructor's Last Name

Credits

[LOG OUT](#)   [MAIN MENU](#)   [STUDENTS MENU](#)

Select the classes you would like to register for. To select a course click the checkbox in the select column. Be sure to note course times, enrollment status, and prerequisites and preference notes in the comment column before making your selections.

### Section Selection Results

Narrow my search

Re-sort my results

Select	Term	Status	Section Name and Title	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	Comment	Academic Level
<input type="checkbox"/>	Fall Semester 2012	Open	<a href="#">ADMN-300-A Administrative Law</a>	08/20/12-12/14/12 Lecture Monday, Wednesday 02:30PM-03:45PM, SLLH, RM C1	J. Kirkwood	90 / 90 / 0	3.00	<b>Full-Time Preference Course.</b> Full-time students may register for this course during their Preference Registration Appointment (Preference Registration takes place May 21st and 22nd). Part-time students must wait until their Regular Registration Appointment to register for this course (Regular Registration starts May 23rd and 24th).	Law
<input type="checkbox"/>	Fall Semester 2012	Open	<a href="#">ADVC-300-A Comp. Pretrial Advocacy</a>	08/20/12-12/14/12 Simulation Monday, Wednesday 04:30PM-06:20PM, LSAX, RM 143	B. Frost S. Penner	24 / 24 / 0	4.00	<b>Full-Time Preference Course.</b> Full-time students may register for this course during their Preference Registration Appointment (Preference Registration takes place May 21st and 22nd). Part-time students must wait until their Regular	Law

Once you've selected your classes, hit the SUBMIT button.

Once you hit SUBMIT, you will be brought to the ADD or DROP Classes page.

### Add or Drop Classes

None of the courses which satisfy university core, college requirements or major requirements may be taken with the P/F option.

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Action for ALL Pref. Sections (or choose below)  

**Preferred Sections**

Action	Term	Section Name and Title	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits
▼	Fall Semester 2012	ADMIN-300-A Administrative Law	08/20/12-12/14/12 Lecture Monday , Wednesday 02:30PM-03:45PM, SLLH, RM C1	J. Kirkwood	90 / 90 / 0	3.00
▼	Fall Semester 2012	ADVC-300-A Comp. Pretrial Advocacy	08/20/12-12/14/12 Simulation Monday , Wednesday 04:30PM-06:20PM, LSAX, RM 143	B. Frost S. Penner	24 / 24 / 0	4.00

**Current Registrations**

Drop	Term	Pass/ Audit	Course Eligible For	Section Name and Title	Meeting Information	Faculty	Credits
<input type="checkbox"/>	You are not currently registered for any sections.						

If one of my choices is not available  
 ALL Allow me to adjust all  

**Accept Agreement**

I understand and agree that by clicking on the 'Accept' box (to the left of this message), I am confirming my intent to register for the courses below and this constitutes the act of registration at Seattle University. I further understand that Seattle University will not allow me to register for the courses set forth below unless I have agreed at or prior to registration to pay for all applicable tuition and fees. I have reviewed the rate schedule set forth in this computerized registration packet showing tuition and applicable fees for this quarter. By clicking on the 'Accept' box, I hereby promise to pay these amounts to Seattle University by the dates set forth on the rate schedule. I understand that if I do not pay these amounts when due, Seattle University has the right to access my unpaid balances cumulative late fees of up to \$200 and a finance charge of 1.0% per month (12% APR), and I promise to pay those charges upon assessment. In addition, Seattle University has the right to charge me for any subsequent collection expenses and fees Seattle University incurs in collecting my unpaid balances, and I promise to pay those charges upon assessment. I understand and agree that my 'unpaid balances' may include finance charges previously assessed and not paid, and I promise to pay those charges. By allowing me to register without payment in advance, I acknowledge that Seattle University is extending me credit in the amount of the tuition and fees set forth above. I understand that Seattle University is providing me an educational loan, and that such loans are generally not dischargeable in bankruptcy pursuant to 11 U.S.C. section 523(a)(8).

**Law Students - I have read and understood the Seattle University School of Laws Institutional Refund policy and the Title IV Financial Aid refund policy. These policies are printed on the back of your billing statement, in the Student Handbook and on the web at <http://www.law.seattleu.edu/documents/financialaid/titleiv.pdf>**

To complete your registration in the courses below and to acknowledge your acceptance of the terms set forth above, click 'Submit' below, or cancel this registration by selecting the 'Students Menu' link to return to the students menu page.

**SUBMIT**

There are two ways to select registration actions for the courses you selected.

You can select the Register option from the drop down menu to register for *all of the* courses you have selected at once.

### Add or I

None of the courses which satisfy university core, college requirements or major

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Action for ALL Pref. Sections (or choose below)  

**Preferred Sections**

Action	Term	Section Name and Title	Meeting Inf
▼	Fall Semester 2012	ADMIN-300-A Administrative Law	08/20/12-12/14/12 Lecture Monday , Wednesday 02:30PM-03:45PM, SLLH
▼	Fall Semester 2012	ADVC-300-A Comp. Pretrial Advocacy	08/20/12-12/14/12 Simulation Monday , Wednesday 04:30PM-06:20PM, LSAX

OR

You can select an action for each individual course

### Adc

None of the courses which satisfy university core, college requirements or

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Action for ALL Pref. Sections (or choose below)  

**Preferred Sections**

Action	Term	Section Name and Title	Me
▼	Fall Semester 2012	ADMIN-300-A Administrative Law	08/20/12-12/14/12 Lecture Monday , Wednesday 02:30PM-03:45PM, SLLH
▼	Fall Semester 2012	ADVC-300-A Comp. Pretrial Advocacy	08/20/12-12/14/12 Simulation Monday , Wednesday 04:30PM-06:20PM, LSAX

**NOTE:** If you have an Action for All selected AND individual actions for one or more classes selected at the same time your registration will fail.  
 Use only ONE method at a time when registering.

Once you have selected the registration actions you want for each course.  
You will need to make sure to click Accept Agreement check box.

### Add or Drop Classes

None of the courses which satisfy university core, college requirements or major requirements may be taken with the P/F option.

Action for ALL Pref. Sections (or choose below) ▼

**Preferred Sections**

Action	Term	Section Name and Title	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits
RG - Register <span style="border: 1px solid black; padding: 2px;">▼</span>	Fall Semester 2012	ADMN-300-A Administrative Law	08/20/12-12/14/12 Lecture Monday, Wednesday 02:30PM-03:45PM, SLLH, RM C1	J. Kirkwood	90 / 90 / 0	3.00
WL - Waitlist <span style="border: 1px solid black; padding: 2px;">▼</span>	Fall Semester 2012	ADVC-300-A Comp. Pretrial Advocacy	08/20/12-12/14/12 Simulation Monday, Wednesday 04:30PM-06:20PM, LSAX, RM 143	B. Frost S. Penner	24 / 24 / 0	4.00

**Current Registrations**

Drop	Term	Pass/ Audit	Course Eligible For	Section Name and Title	Meeting Information	Faculty	Credits
<input type="checkbox"/>	You are not currently registered for any sections.						

If one of my choices is not available  
ALL Allow me to adjust all ▼

**Accept Agreement**

I understand and agree that by clicking on the 'Accept' box to the left of this message, I am confirming my intent to register for the courses below and this constitutes the act of registration at Seattle University. I further understand that Seattle University will not allow me to register for the courses set forth below unless I have agreed at or prior to registration to pay for all applicable tuition and fees. I have reviewed the rate schedule set forth in this computerized registration packet showing tuition and applicable fees for this quarter. By clicking on the 'Accept' box, I hereby promise to pay these amounts to Seattle University by the dates set forth on the rate schedule. I understand that if I do not pay these amounts when due, Seattle University has the right to access my unpaid balances, cumulative late fees of up to \$200 and a finance charge of 1.0% per month (12% APR), and I promise to pay those charges upon assessment. In addition, Seattle University has the right to charge me for any subsequent collection expenses and fees Seattle University incurs in collecting my unpaid balances, and I promise to pay those charges upon assessment. I understand and agree that my 'unpaid balances' may include finance charges previously assessed and not paid, and I promise to pay those charges. By allowing me to register without payment in advance, I acknowledge that Seattle University is extending me credit in the amount of the tuition and fees set forth above. I understand that Seattle University is providing me an educational loan, and that such loans are generally not dischargeable in bankruptcy pursuant to 11 U.S.C. section 523(a)(8).

*Law Students - I have read and understood the Seattle University School of Law's Institutional Refund policy and the Title IV Financial Aid refund policy. These policies are printed on the back of your billing statement, in the Student Handbook and on the web at <http://www.law.seattleu.edu/documents/financialaidtitleiv.pdf>*

To complete your registration in the courses below and to acknowledge your acceptance of the terms set forth above, click 'Submit' below, or cancel this registration by selecting the 'Students Menu' link to return to the students menu page.

Click Submit.

If you've made any mistakes in your selection, your request will be rejected and you will see an error message. Common errors are:

- Trying to register for too many credits
- Choosing classes without any necessary prerequisites.
- Choosing classes with overlapping meeting times
- Choosing invalid grading options
- Choosing closed classes (you can waitlist for these classes)

You will then be taken to the Registration Results Screen.

### Registration Results

The following request(s) have been processed.

Term	Status	Pass/ Fail/ Audit	Section Name and Title	Meeting Information	Faculty	Credits
Fall Semester 2012	Registered for this section		ADVC-325-E Forensics	08/20/12-12/14/12 Simulation Monday, Wednesday 06:00PM-07:15PM, SLLH, RM 110	M. Galleth M. Russo	3.00

Here are all of the sections for which you are currently registered:

Term	Pass/ Fail/ Audit	Section Name and Title	Meeting Information	Faculty	Credits
Fall Semester 2012		ADMN-300-A Administrative Law	08/20/12-12/14/12 Lecture Monday, Wednesday 02:30PM-03:45PM, SLLH, RM C1	J. Kirkwood	3.00
Fall Semester 2012		ADVC-325-E Forensics	08/20/12-12/14/12 Simulation Monday, Wednesday 06:00PM-07:15PM, SLLH, RM 110	M. Galleth M. Russo	3.00

Here are all of the sections for which you are waitlisted (not registered):

Term	Status	Section Name and Title	Meeting Information	Faculty	Credits
You are not currently waitlisted in any courses.					

[LOG OUT](#)    [MAIN MENU](#)    [STUDENTS MENU](#)

You are now registered! If you do not see the Registration Results Screen you have not successfully registered.

To view your Confirmed Class schedule:

1. Click Main Menu and then select My Class Schedule.
2. Select the term 12FS – Fall Semester from the drop down menu
3. Click Submit.
4. Click OK or Main Menu to return to the Main Menu