Resolving Errors during Registration

Closed or Reserved Section. Check to see if other sections of the same course are still open. In some cases, you can search for other courses that will fulfill the same requirement as the closed course(s). You may want to check myCATS periodically to see if seats in the course open later as students drop. You can also contact the appropriate Department Office to request permission to enroll in a closed section.

Advisor Approval. To enroll in this course, you will also need the signature and approval from your advisor. You may locate your advisor by clicking on the Student Tab at the top of your myCATS account find the PAWS links; then click on Student Records, find your GCSU Tranguide, select the current term, and scroll down to Academic Information to find your advisor's name. If your advisor is not listed, please contact your major department by searching the Campus Directory.

Department Approval. To enroll in this course, you will also need the approval of the department in which this course is located. To contact the department, you may use the Campus Directory.

Instructor's Signature. To enroll in this course, you will need the signature of the instructor. After receiving the signature, bring the course change card to the Registrar's Office in Parks Hall 107.

Link Error: [Link Code] Required. To enroll in this course, you also need to register in another course at the same time. Enter the CRN in the error message, along with the CRN for the class you originally tried to add. Click submit.

Co-Requisite Error. To enroll in this course, you also need to enroll in another course at the same time. Check the Catalog to identify the second course and then add both courses to your schedule.

Departments have limited some courses to certain students. If you receive a **Pre-Requisite or Test Score** error**, a Major Restriction** error, or a **Class Restriction** error, check the information available on the open course list (remember, you need to click the CRN, and then the course title) or the Catalog to see if you are eligible to enroll in the course. If, after reviewing these criteria, you believe that you are eligible to enroll or would like to request permission to waive these restrictions, contact the appropriate Department Office.

If you receive a **Program Restriction** error, you are attempting to enroll in a course that is restricted to a particular course of study.

Level Restriction. You are an undergraduate student attempting to enroll in a graduate course. Contact Graduate Admissions for permission to enroll in graduate courses.

Time Conflict with [CRN#]. If you have already made arrangements to waive a time conflict error, contact the Department Office offering the course for which you received the error. You may also receive a **DUPL CRSE with [CRN]** if there is more than one course with the same course section.

Maximum Hours Exceeded. You have attempted to enroll in more hours than are allowed. To enroll in additional courses, you must have the approval of your advisor and department chair. This approval can be recorded on either a course change card or a petition and must be submitted to the Registrar's Office.