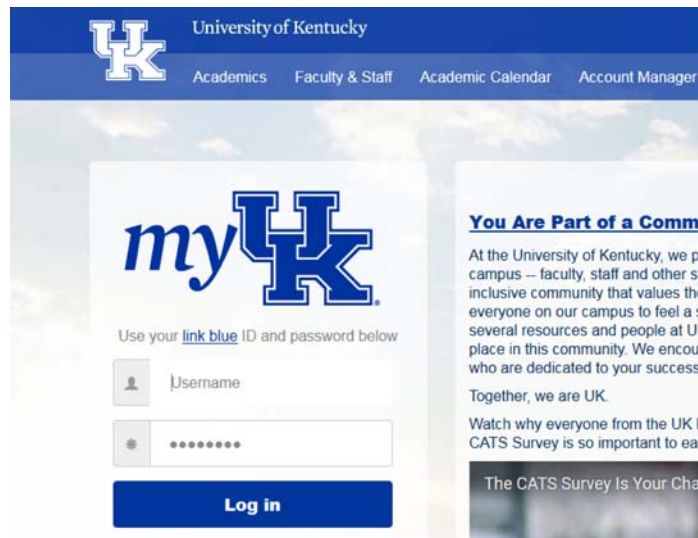


Registration Using myUK

myUK Home Page

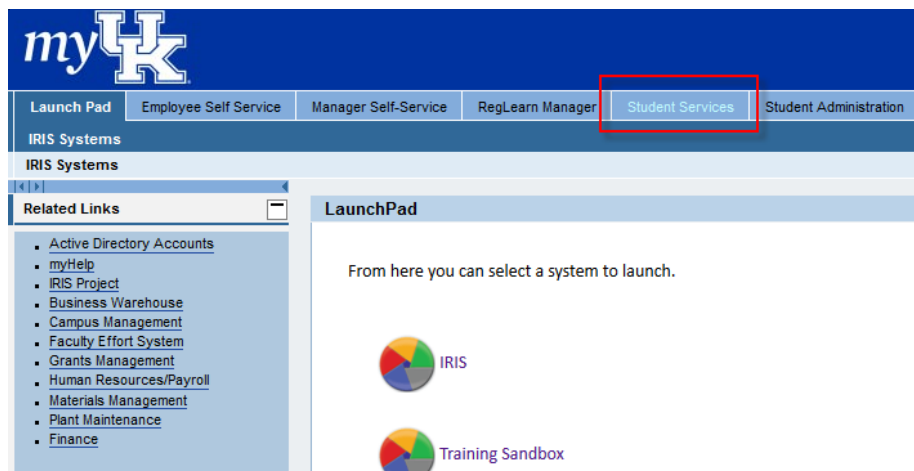
Access the myUK login page at <https://myuk.uky.edu>. Log on to the myUK portal using your Linkblue user ID and password.

If you need assistance with your User ID or password or if you have not created an account, follow the instructions at the Information Technology Customer Service Center Site: www.uky.edu/ukit/help. You may also e-mail the Help Desk at: helpdesk@uky.edu or call at (859) 218-4357. If you do not have a Linkblue account, please note that it may take up to 24 hours to create.



Student Services Tab

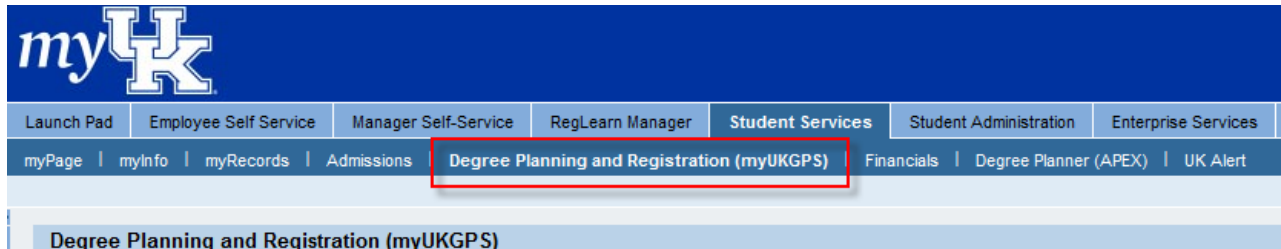
From the **Home Page**, click on the **Student Services** tab.



Registration Using myUK

Plan and Register

From the **Student Services** page, click on **Degree Planning and Registration (myUKGPS)**. This will take you to the **Home Screen**.



Home Screen

The Home Screen shows messages for open registration windows, an overview of the registered classes, the name of your academic advisor and contact information, links to helpful resources, and quick links to the help desk and the Registrar's Office contacts. It is a summary view of important information you may need during registration.

The screenshot shows the Home Screen of the Degree Planning and Registration (myUKGPS) system. The page is titled 'Home' and includes a 'Menu' dropdown and a 'Selected term: Fall Semester 2018 (CHANGE)' dropdown.

Can I Register For Courses?

- ✓ Your booking window is **Open**, closes April 17 @ 11:59 PM [MORE INFO](#)
- Consult the [academic calendar](#) for the official last day to add a class.
- Fall Semester 2018
- March 27 at 10:00 AM April 17 at 11:59 PM **Open**
- ✓ You have **0 holds** on your account

Registered Classes [HISTORY](#) [PRINT SCHEDULE](#) [BUY BOOKS](#)

COURSE	CREDITS	GRADE TYPE	GRADES	
ACC 201 Section 001	3.0 Credits	Normal	*** / ***	Edit
PSY 333 Section 001	3.0 Credits	Normal	*** / ***	Edit
ANT 220 Section 001	3.0 Credits	Normal	*** / ***	Edit
A-S 270 Section 002	3.0 Credits	Normal	*** / ***	Edit
Total credits:	12.0 Credits			

My Advisor

Joe Advisor
joe.advisor@uky.edu

My Financial Aid Counselor

Fran Financial Aid
fran.financial@uky.edu
(859)333-1234

My Programs of Study

ORGANIZATION
College of Arts & Sciences

PROGRAM
Bachelor of Arts

MAJOR
Psychology

ORGANIZATION
Graduate School

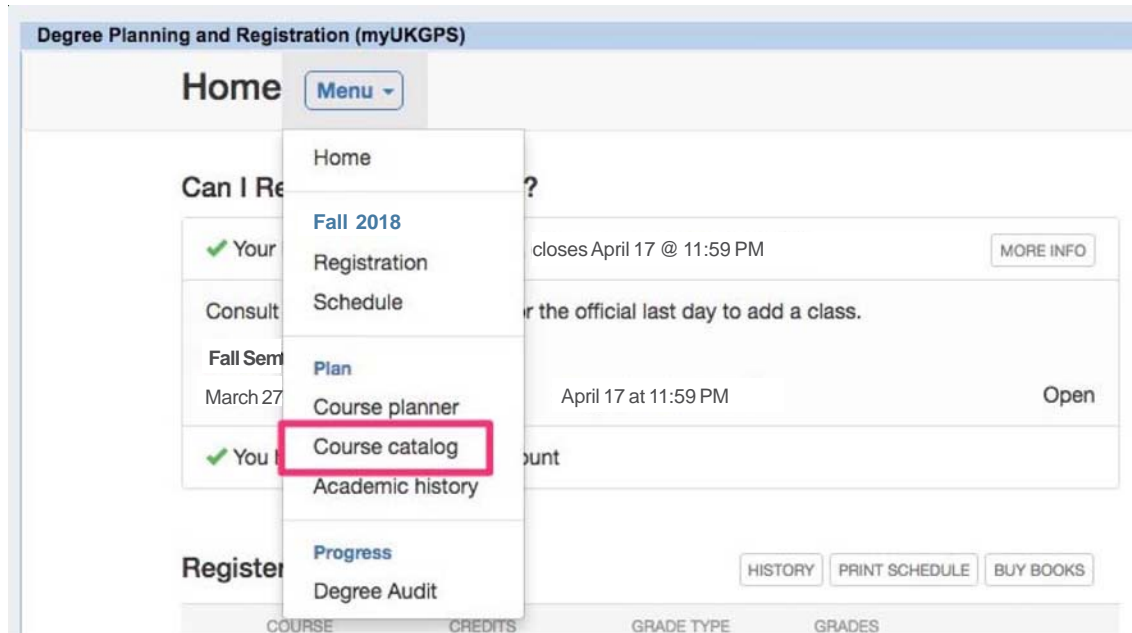
PROGRAM
Graduate Certificate

MAJOR
Human Technology Interaction

Registration Using myUK

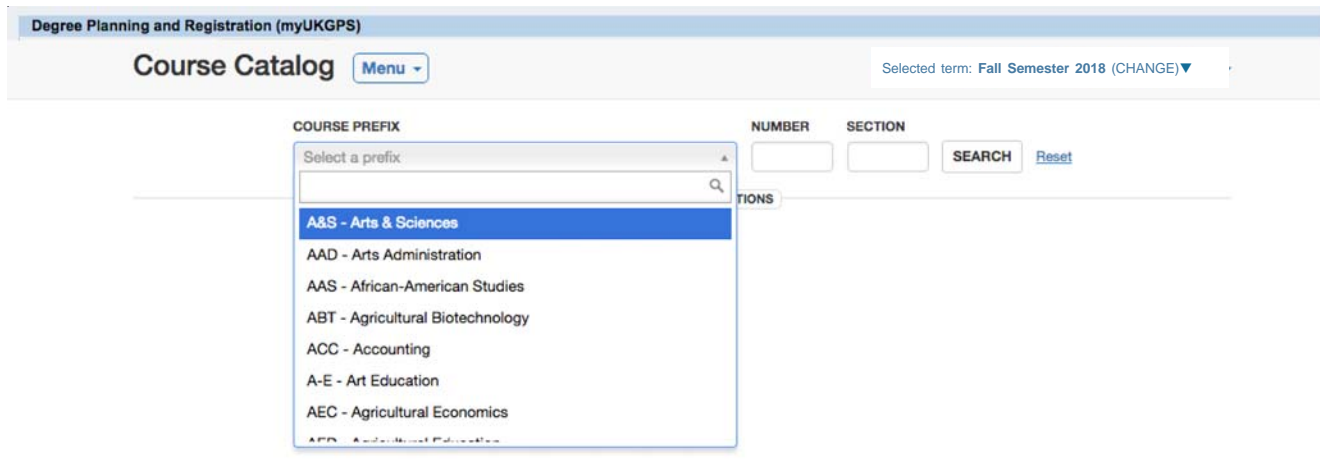
Access the Course Catalog

The Course Catalog is under the menu option of the Home Screen.



Search Course Catalog

You can start searching for a course in the course prefix box by typing in the prefix letters. The application will suggest courses containing those letters.



Registration Using myUK

Search Results

The search results are grouped by the course with sections listed below, so you can view different sections of the same course together.

The screenshot shows the 'Degree Planning and Registration (myUKGPS)' interface. At the top, there is a 'Course Catalog' header with a 'Menu' dropdown and a 'Selected term: Fall Semester 2018 (CHANGE)' dropdown. Below this is a search form with fields for 'COURSE PREFIX' (containing 'PSY - Psychology'), 'NUMBER' (containing '312'), and 'SECTION'. A 'SEARCH' button and a 'Reset' link are also present. Underneath the search form is a section titled 'ADVANCED SEARCH OPTIONS'. The main content area displays the search results for 'PSY 312', including the course title 'Brain And Behavior', '3.0 Credits', and prerequisites: 'Prereq: PSY 100 or equivalent and PSY 215 or 216 and PSY major or minor.' Below the course information, there is a green box indicating 'Offered in Fall Semester 2018' and a link to 'Show offering history'. A paragraph of text describes the course content, and at the bottom, there are two buttons: 'Add to planned courses' and 'View sections'.

Plan and Register

You can plan or register for course sections from the course catalog search results. Planning a course section will save it to your planned courses section but does not register it. The **PLAN** feature is available as soon as the term catalog is available, giving students the opportunity to plan their schedule before their registration window. The **REGISTER** option is only available when the student's registration window is open.

This screenshot is similar to the previous one, but it includes a modal dialog box overlaid on the search results. The dialog is titled 'Pick a program type:' and has three dropdown menus: 'Pick a program type:' (set to 'Undergraduate'), 'Pick a term to add this course to:' (set to 'Fall Semester 2018'), and 'Pick a priority for this course:' (with radio buttons for 'High', 'Medium' (selected), and 'Low'). At the bottom of the dialog are 'SAVE' and 'CANCEL' buttons. Below the dialog, the 'Add to planned courses' and 'View sections' buttons are visible.

Registration Using myUK

Pick a Section

By selecting a specific section, you can review in a calendar format how it will fit with your current schedule. You can also check the current availability of the course.

Degree Planning and Registration (myUKGPS)

Pick a Section [Menu](#)

PSY 312, Fall Semester 2018 Section 001 [Add to planned courses](#) [Register](#)

	SUN	MON	TUE	WED	THU	FRI	SAT
8AM							
9AM		9:00 - 9:50 ACC 201	9:30 - 10:15 PSY 333	9:00 - 9:50 ACC 201	9:30 - 10:15 PSY 333	9:00 - 9:50 ACC 201	
10AM							
11AM			11:00 - 12:15 ANT 220		11:00 - 12:15 ANT 220		
12PM							
1PM							
2PM			2:00 - 3:15 PSY 312		2:00 - 3:15 PSY 312		
3PM	3:00 - 5:50 A-S 270			3:00 - 5:50 A-S 270			
4PM							
5PM							

Hide courses on these days Su M T W Th F Sa

Hide courses at these times 8am - 11am 11am - 2pm 2pm - 5pm after 5pm Hide sections that don't fit your schedule

SECTION	TYPE	TIMES	LOCATION	INSTRUCTOR	OPEN SEATS / CONFLICTS
001	Lecture	TR 2:00 pm - 3:15 pm Aug 25-Dec 15	TBD	Susan Barron	<input checked="" type="checkbox"/> This section fits your schedule <input checked="" type="checkbox"/> 200 seats open, 40 waitlist seats open

Course Planner

The Course Planner provides an overview of any advisor recommendations, your planned courses, and your registered courses.

Degree Planning and Registration (myUKGPS)

Course Planner [Menu](#)

Planned Courses [Other Planning Resources](#) [Course Catalog](#) [Major Template](#) [Degree Audit Summary](#)

Academic Year 2018-2019

FALL SEMESTER 2018

Sections are available for Fall Semester 2018. Choose sections and register.

Registered Courses	UNDERGRADUATE Planned Courses	UNDERGRADUATE Advisor Recommendations
+ ACC 201 Section 001 Financial Accounting I 3.0 Credits [EDIT]	↑ ANT 220 Pick a section Intro To Cultural Ant 3.0 Credits [MOVE] [X]	Consider taking a UK Core requirement in Arts & Creativity COPY TO MY PLAN
+ PSY 333 Section 001 Abnormal Psychology 3.0 Credits [EDIT]	↑ A-S 270 Pick a section Ceramics For Non Majors 3.0 Credits [MOVE] [X]	
+ ANT 220 Section 001 Intro To Cultural Ant [EDIT]	→ ACC 201 Pick a section [MOVE] [X]	+ PSY 333 No section selected Abnormal Psychology 3.0 Credits ADDED BY: HENRIETTA RITCHE-HOLBROOK

Registration Using myUK

Registration and Saved Courses

The Saved Courses section gives students a place to plan their term schedules before registering. By saving course sections to the saved courses area, you can see if there are time conflicts, do pre-registration checks to see if there are any issues like unmet pre-requisites, and view the schedule in a calendar view to help with time management.

The screenshot shows the 'Registration' page in myUK. At the top, it says 'Degree Planning and Registration (myUKGPS)' and 'Selected term: Fall Semester 2018 (CHANGE)'. Below this, there are tabs for 'My Saved Courses' (4) and 'Advisor Recommendations' (3). A green status bar indicates 'Booking window is open, closes April 17 @ 11:59 PM'. The main section is titled 'Planned courses for Undergraduate, 12.0 Credit' with a link to 'Attach a message to these courses'. Underneath, there is a 'Select all courses' checkbox and a prompt to 'Pick a section for these courses'. Four courses are listed: ANT 220, A-S 270, ACC 201, and PSY 333, each with a 'Pick a section' button and a 'Move to another term' button. Below this is the 'Planned courses for Graduate, 0.0 Credit' section, which currently shows 'No planned courses found.' At the bottom of this section are buttons for 'Register Selected', 'Pre-Register Check', and 'Delete Selected'. The 'Registered Classes' section at the bottom shows a table with columns for COURSE, CREDITS, and GRADE TYPE, listing ACC 201 Section 021 and PSY 333. To the right of the table is a calendar grid showing the days of the week and the times for the registered courses.

Advisor Recommendations

The Advisor Recommendations tab allows students to review the courses that have been recommended by their academic advisor and then move those to their saved courses.

This screenshot shows the 'Advisor Recommendations' tab in myUK. It features the same top navigation as the previous screenshot. The main section is titled 'Advisor recommendations for Undergraduate, 9.0 Credit'. It includes a note: 'Consider taking a UK Core requirement in Arts & Creativity' and 'LAST MODIFIED 8/30/18 BY HRTCHIE'. There is a 'Select all courses' checkbox. Three courses are listed: PSY 333, ACC 201, and ANT 220, each with a 'Pick a section' button and a 'Move to another term' button. Below this is the 'Advisor recommendations for Graduate, 0.0 Credit' section, which shows 'No planned courses found.' and a 'Copy to My Saved Courses' button. The 'Registered Classes' section at the bottom shows a table with columns for COURSE, CREDITS, and GRADE TYPE, listing ACC 201 Section 021 and PSY 333 Section 021. To the right of the table is a calendar grid showing the days of the week and the times for the registered courses.

Registration Using myUK

Schedule

The Schedule screen displays the registered classes, along with a calendar view at the bottom. This is a summary page of your schedule at a glance. Those **registered** courses are shown in color and any **planned** courses will show in black.

Degree Planning and Registration (myUKGPS)

Schedule Menu ▾ Selected term: Fall Semester 2018 (CHANGE) ▾

Registered Classes (12.0 Credits) HISTORY PRINT SCHEDULE BUY BOOKS

COURSE	TYPE	TIMES	LOCATION	INSTRUCTOR	CREDITS	
ACC 201 Section 001	Lecture	MWF 9:00 am - 9:50 am <i>Aug 24-Dec 16</i>	TBD	Jane B Wells	3.0 Credits <i>Grade type: Normal</i>	Edit
PSY 333 Section 001	Lecture	TR 9:30 am - 10:45 am <i>Aug 25-Dec 15</i>	TBD	Christopher Ray Archer	3.0 Credits <i>Grade type: Normal</i>	Edit
ANT 220 Section 001	Lecture	TR 11:00 am - 12:15 pm <i>Aug 25-Dec 15</i>	TBD	Monica L Udvardy	3.0 Credits <i>Grade type: Normal</i>	Edit
A-S 270 Section 002	Studio	MW 3:00 pm - 5:50 pm <i>Aug 24-Dec 14</i>	TBD	William H. Stamps	3.0 Credits <i>Grade type: Normal</i>	Edit

	SUN	MON	TUE	WED	THU	FRI	SAT
8AM							
9AM		9:00 - 9:50 ACC 201		9:00 - 9:50 ACC 201	9:30 - 10:45 PSY 333	9:00 - 9:50 ACC 201	
10AM			9:30 - 10:45 PSY 333				
11AM			11:00 - 12:15 ANT 220		11:00 - 12:15 ANT 220		
12PM							
1PM							
2PM							

Edit Registered Courses

To drop a course or change the grade type, click the Edit icon at the far right of the Schedule screen.

Registered Classes (12.0 Credits) HISTORY PRINT SCHEDULE BUY BOOKS

COURSE	TYPE	TIMES	LOCATION	INSTRUCTOR	CREDITS	
ACC 201 Section 001	Lecture	MWF 9:00 am - 9:50 am <i>Aug 24-Dec 16</i>	TBD	Jane B Wells	3.0 Credits <i>Grade type: Normal</i>	Edit
PSY 333 Section 001	Lecture	TR 9:30 am - 10:45 am <i>Aug 25-Dec 15</i>	TBD	Christopher Ray Archer	3.0 Credits <i>Grade type: Normal</i>	Edit

Registration Using myUK

Drop/Grade Option

To drop a course, click the **DROP COURSE** button at the top right. To change the grade type, use the **Change grade type** box at the top left. The deadlines to drop and change a grade type are displayed at the bottom of the screen.

Degree Planning and Registration (myUKGPS)

Edit Registration Menu ▾ Selected term: Fall Semester 2018 (CHANGE) ▾

You registered for this course on: 03/27/18 **Drop This Course**

Change grade type

Normal ▾ **Save Grade Type**

CHE 107 Section 001
 Gen College Chemistry II **3.0 Credits**
 Prereq: CHE 105 or CHE 108 or CHE 110 (with a C or better in any one of these prereqs).

CHE 107 uniform exams will be held from 8:00 PM - 9:15 PM on September 22, October 20, and November 17. Instructions for the exams will be given at 7:50 PM. This course has a common final exam. Please check the final exam schedule for details.

Credit from this course applies to the following programs: **Undergraduate**

A continuation of CHE 105. A study of the principles of chemistry and their application to the more important elements and compounds.

SECTION	TYPE	TIMES	LOCATION	INSTRUCTOR	CREDITS
001	Lecture	MWF 3:00 pm - 3:50 pm <i>Aug 24-Dec 16</i>	Academic Science Building Rm.121	TBD	3.0 Credits

Action	Deadline
Drop and receive a full refund	08/21/18
Drop and receive an 80 percent refund	08/28/18
Drop without a “W” or change grading option	09/12/18
Drop and receive any refund	09/19/18
Drop with a “W”	11/02/18