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.

myUK: https://myuky.edu/ - Registration Assistance: E-mail Registration@uky.edu
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.
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Access the Course Catalog
The Course Catalog can be found 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.
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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.

Plan & 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.
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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.

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

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Registration & 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.

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.
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.

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

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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.

![Screenshot of myUK interface](image)

**CHE 107 Section 001**
Gan College Chemistry II 3.0 Credits
PreReq: CHE 105 or CHE 106 or CHE 110 (with a C or better in any one of these prereq).

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.

<table>
<thead>
<tr>
<th>SECTION</th>
<th>TYPE</th>
<th>TIMES</th>
<th>LOCATION</th>
<th>INSTRUCTOR</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>Lecture</td>
<td>MWF</td>
<td>3:00 pm - 3:50 pm</td>
<td>Academic Science Building</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Course Deadlines**
- Add course: 8/31/2016
- Drop without a "W": 9/14/2016
- Drop with a "W": 11/4/2016
- Change grading option: 9/14/2016

**Refund Schedule**
- Withdraw By
  - 8/23/2016
  - 8/30/2016
  - 9/21/2016
- Refund
  - 100%
  - 80%
  - 50%
  - 0%
- Still Owes
  - 0%
  - 20%
  - 50%
  - 100%

myUK: [https://myuky.edu/](https://myuky.edu/) - Registration Assistance: E-mail Registration@uky.edu