WebAdvisor Instructions
Your guide to Web Registration

1) To register online, go to [www.stfranciscollege.edu](http://www.stfranciscollege.edu) and click on.

2) Follow link to WebAdvisor and sign in using your TerrierWeb Login and Password.

3) On Students Menu tab, choose Register for Sections

4) You will be given 4 choices:

   a. Search and Register for sections: Use this option if you would like to look for sections, add them to your preferred sections list, and then register for them. *(Once you have selected sections, your preferred sections will be displayed on the top half of the Register and Drop Section’s screen in the “Preferred Sections” list and the sections that you have registered for will appear on the bottom half of the screen on the “Current Registrations” list.)*

   b. Express Registration: Use this option if you know the exact subject, and section of the class for which you wish to add to your preferred sections list and then register. *(example: MAT*301*01). *(Once you have selected sections, your preferred sections will be displayed on the top half of the Register and Drop Section’s screen in the “Preferred Sections” list and the sections that you have registered for will appear on the bottom half of the screen on the “Current Registrations” list.)*

   c. Register for previously selected sections: Use this option if you have already placed sections on your preferred list and would like to now register. *(Takes you directly to the Register and Drop Section’s screen. Your preferred sections will be displayed on the top half of the Register and Drop Section’s screen in the “Preferred Sections” list and the sections that you have registered for will appear on the bottom half of the screen on the “Current Registrations” list.)*

   d. Drop Sections: Use this option if you would like to drop a section. *(Takes you directly to the Register and Drop Section’s screen. Your preferred sections will be displayed on the top half of the Register and Drop Section’s screen in the “Preferred Sections” list and the sections that you have registered for will appear on the bottom half of the screen on the “Current Registrations” list.)*

5) To view or print a copy of your schedule, go to My Schedule in the Academic Profile area. Choose the term, i.e. Spring 2008, and click submit to view your schedule and see classroom assignments. Remember to look at your schedule before the start of a term for updated room assignments and other information.