

# Banner – Web for Student

## To Log onto the Web for Student



THE UNIVERSITY OF THE WEST INDIES, MONA  
Student Information System

[HELP](#) [EXIT](#)

User Login

[Access To Home Page](#)

Please enter your user Identification Number (ID) and your Personal Identification Number (PIN). When finished, click Login.

**When you are finished, please Exit and close your browser to prevent other users from accessing your records.**

Enter ID#

ID Number:  You must be authenticated by the server before you are allowed to access your records. For students, your **Student Identification Number is your USER ID (Username)**. The default password is your birthdate, which must be typed in the following format: **DDMMYY**  
Password:  e.g. John Brown is a student with id number 89876543. John was born on January 3, 1989. In this case John would enter : **89876543** - in the slot for User Id and, **890103** - in the slot for Password.

Login

[Click Here for Help with Login?](#)

Enter password. If using the default password, note date format for students.

Students, you can change your password at any time by clicking the link 'Change Your Password,' which can be found under the 'Personal Information' sub-menu after you login.

# To Register – Click on Student Services



THE UNIVERSITY OF THE WEST INDIES, MONA  
Student Information System

Personal Information

Student Services & Financial Aid

Search  Go

SITE MAP HELP EXIT

Main Menu

Current User: PAUL PING

Welcome, Paul Ping, to the WWW Information System! Last web access on Jun 18, 2007 at 03:45 pm



## Personal Information

View or update your address(es), phone number(s), e-mail address(es), emergency contact information, & marital status; View name change & social security number change information; Change your PIN; Customize your directory profile.



## Student Services

Apply for Admission, Register, View your academic records and Financial Aid

[Return to Homepage](#)

Click link to  
continue

RELEASE: 7.2

# Registration link



THE UNIVERSITY OF THE WEST INDIES, MONA  
Student Information System

Personal Information

Student Services & Financial Aid

Search  Go

RETURN TO MENU SITE MAP HELP EXIT



## Student Services

Current User: PAUL PING

Click on registration link to start  
registration process

**Registration**

Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

**Student Records**

View your holds; Display your grades and transcripts; Review charges and payments.

# Registration Menu



THE UNIVERSITY OF THE WEST INDIES, MONA  
Student Information System

Personal Information **Student Services & Financial Aid**

Search  Go

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## Registration

Current User:  
PAUL PING

You must register for both Semester I and II Courses at the start of the Academic Year. Use Look-up Classes to Add Link.

- [Select Term..](#)
- [Look-up Classes to Add](#)
- [Add/Drop Classes](#)
- [Student Schedule by Day & Time](#)
- [Student Detail Schedule](#)
- [Registration Fee Assessment](#)
- [Registration Status AND Financial Clearance Screen](#)
- [Request for Course Error Over-rides](#)
- [Request a Change of Major or Enrolment Status](#)

Click link to  
continue

# Select a Term



THE UNIVERSITY OF THE WEST INDIES, MONA  
Student Information System

Personal Information **Student Services & Financial Aid**

Search  Go

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## Select Term

000010044 Paul Ping  
Jun 20, 2007 09:07 am

Select a Term:

- 2006/2007 Summer School
- 2006/2007 Semester II
- 2006/2007 Semester I
- 2005/2006 Semester I
- 2004/2005 Semester I

RELEASE: 6.0

Select Term

# Search for Courses

Add/Drop Classes:

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:25 pm

Use this interface to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the Class Registered Successfully section. Additional classes may be added in the Add Class table. To add a class enter the Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes.

If you are unsure of which classes to add, click Class Search to review the class schedule.

## Add Classes Worksheet

CRNs
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Click on **Class Search** to find courses offered and the CRN's (Course Reference Number) for each course

Submit Changes	Class Search	Reset	Request Override
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[ [View Holds](#) ]

# To look for all courses in a subject area

Personal Information **Student Services & Financial Aid**

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Look-Up Classes to Add:

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:27 pm

Use the selection options below to search the class schedule for the term displayed above. You may choose any combination of fields to narrow your search, but you must select at least one Subject. When your selection is complete, click Get Classes to perform the search.

Subject:	Language and Linguistics (L) Management Studies (MS) Mathematics (M)
Course Number:	<input type="text"/>

Select **subject area**,  
eg. Management  
Studies

Class Search	Reset
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Then click on  
**Class Search**

[ [Student Schedule by Day & Time](#) | [Student Detail Schedule](#) | [View Holds](#) ]

# Make a note of the CRN for each course

Personal Information **Student Services & Financial Aid**

Search  Go

RETURN TO MENU SITE MAP HELP EXIT

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:29 pm

Look-Up Classes to Add:

To register for classes, check the box in front of the CRN (C identifies a closed class) and click Register or Add to Worksheet.

**Make a note of the CRN, then return to Add/Drop page**

**Sections Found**

Management Studies (MS)

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	WL	WL	XL	XL	Instructor	Date	Location	
											Cap	Act	Rem	Cap	Act	Rem	Cap	Act	Rem	(MM/DD)	
<input type="checkbox"/>	<b>40196</b>	MS	15A	MU1	M	3.000	Introduction To Financial Accounting		TBA	1500	0	1500	0	0	0	0	0				
<input type="checkbox"/>	40083	MS	15B	M11	M	3.000	Introduction To Cost And Managerial Accounting		TBA	1500	0	1500	0	0	0	0	0				
<input type="checkbox"/>	40197	MS	15B	MU1	M	3.000	Introduction To		TBA	1500	0	1500	0	0	0	0	0	TBA	06/30-	TBA	

**Click link to return to Add/Drop page (Main Menu)**

# Entering CRN

Add/Drop Classes:

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:34 pm

Use this interface to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the Class Registered Successfully section. Additional classes may be added in the Add Class table. To add a class enter the Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes.

If you are unsure of which classes to add, click Class Search to review the class schedule.

**Add Classes Worksheet**

**Enter CRN for the course(s) you are registering for**

CRNs

40196

Submit Changes Class Search Reset Request Override

[ View Holds ]

**Then click the Submit Changes button**

# Course selection – Criteria Satisfied

Add/Drop Classes:

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:37 pm

Use this interface to add or drop classes for the selected term. Those classes will appear in the Class Registered Successfully table. To add a class enter the Course Reference Number using the options available in the Action field. If no options are available, the class has been dropped. When add/drops are complete click Submit Changes.

Note: After clicking on Submit Changes, the system evaluates the selection and the course(s) will appear as shown below, this shows whether the course selection is 'OK'

If you are unsure of which classes to add, click Class Search to review the class schedule.

**Registration Add Errors (To request an override, go to the 'Request for Course Error Over-rides' link on the Registration Menu)**

Status	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
PROGRAM RESTRICTION	40196	MS	15A	MU1	Undergraduate	3.000	Standard Letter	Introduction To	Financial Accounting

Add Classes Worksheet

CRNs

<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"/>
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Submit Changes   Class Search   Reset   Request Override

# Criteria NOT satisfied

Add/Drop

Note: In this instance there is an error and a course override is required

000010044 Paul Ping  
2006/2007 Summer School  
Jun 19, 2007 03:41 pm

Use this interface to add or drop classes for the selected term. Those classes will appear in the Class Registered Successfully table. To add a class enter the Course Reference Number using the options available in the Action field. If no options are available, the class has been dropped. When add/drops are complete click Submit Changes.

Click on request override link to request the override OR Return to registration menu and Select the **Request for Course Error Over-rides** link

If you are unsure of which classes to add, click Class Search to review the class schedule.

**Registration Add Errors (To request an override, go to the Registration Menu)**

Status	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
PREQ and TEST SCORE-ERROR	40175	CS	11B	M11	Undergraduate	3.000	Standard Letter	Introduction To	Financial Accounting

Add Classes Worksheet

CRNs

<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"/>
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Submit Changes   Class Search   Reset   Request Override

**Registration**

You must register for both Academic Year. Use Look-up Classes to Add

- Select Term..
- Look-up Classes to Add
- Add/Drop Classes
- Student Schedule by Day & Time
- Student Detail Schedule
- Registration Fee Assessment
- Registration Status AND Financial Clearance Screen
- Request for Course Error Over-rides**
- Request a Change of Major or Enrolment Status

# Select course for override

## Request Course Over-rides

000010044 Paul Ping  
2006/2007 Summer School  
Jun 20, 2007 09:57 am

Use this interface to add or drop classes needing Lecturer approval/over-ride for the selected term. You will only be allowed to request an override for a class for which you tried to register but received an error. Include a note to the lecturer if you would like him/her to take your specific circumstance into consideration. You can delete a class you are no longer interested in taking. After you have selected a course to add or drop click Submit Changes.

You should check this page regularly to see when the approval is given. After approval is given you are REQUIRED to go to the add/drop page and add the course to your registration record!

### CRN Course Stream Action Course Title Status/Over-ride(s) Needed. Note to Lecturer

#### Over-ride Request Note to Lecturer/HOD/Dean

Select Course

40175 - CS11B (M11)

40196 - MS15A (MU1)

Submit Request Reset

Select course from drop down list

Then click on the **Submit Request** button

RELEASE: 6.1

# View status of override request

This shows pending Override Request

CRN	Course Stream	Action	Course Title	Status/Over-ride(s) Needed.	Note to Lecturer
40110	S35B	M11	Spanish Language IIIB	PREQ and TEST SCORE-ERROR	Required for major
40121	M10B	M11	Functions Of Real Variables	PREQ and TEST SCORE-ERROR	

#### Over-ride Request Note to Lecturer/HOD/Dean

Select Course

Submit Request Reset

Students are required to view their records to see whether approval was given or not. If override is granted the student must go back to main menu and click on the add/drop link

#### Registration Permits and Overrides

Permit/Override	CRN	Subject Course
Departmental Override	40007 BL	20N Ecology

# Requesting Dean's Approval

THE UNIVERSITY OF THE WEST INDIES, MONA  
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Personal Information Student and Financial Aid

Search  Go

RETURN TO MENU SITE MAP HELP EXIT

Add/Drop Classes: 03042476 Peter I. Cheung  
2007/2008 Semester I  
Aug 09, 2007 12:10 pm

Use this interface to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the Class Registered Successfully section. Additional classes may be added in the Add Class table. To add a class enter the Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes.

If you are unsure of which classes to add, click Class Search to review the class schedule.

Current Schedule (The University reserves the right to modify your registration)

Status	Action	CRN	Subj	Crse	Sec	Level	Credit	Grade	Mode	Title
**Web Registered** on Aug 05, 2007	None	10165	AR	20A	M11	Undergraduate	3.000	Standard	Full	Gender in Caribbean C...

Total Credit Hours: 3.000  
Billing Hours: 3.000  
Maximum Hours: 15.000  
Date: Aug 09, 2007 12:10 pm

Add Classes Worksheet

CRNs:

Do you want to submit your record to the Dean for Approval at this time?  Yes  No

Submit Changes Class Search Reset Request Override

After making course selections check the 'yes' box to submit registration for approval

# Registration Status

THE UNIVERSITY OF THE WEST INDIES, MONA  
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Personal Information Student and Financial Aid

Search  Go

EXIT

UWI Registration Status Current User: ETHEL C

07000777 Chen, Ethel  
Programme: Pure and Applied Sciences, BSc, FT Majo(r): Electronics, Minor(s):

NOTES FROM YOUR DEAN/HOD

\*\* The University reserves the right to adjust your registration in accordance with University/Faculty requirements.

Course(s) selected in 2007/2008 Semester I

CRN	CRSE	Sec	Credit	Course Title	Status	Action	Date Added
10165	AR20A	M11	3	Gender in Caribbean Culture I	Registered		
10167	AR20R	M11	3	Introduction to Caribbean Folk Philosophy	Registered		
10168	AR21A	M11	3	Introduction To Women's Studies I	Registered		
10169	AR20A	M11	3	Literatures and Ideas in the Caribbean I	Registered		09-08-07 14:36
10170	AR25A	M11	3	Introduction to Caribbean Cultural Studies	Registered		09-08-07 14:38
11573	P23E	M11	4	Modern Physics I	Registered		09-08-07 14:38

REPEAT COUNT EXCEEDED 0  
RPT HRG EXCEEDED 4  
PREG and TEST SCORE-ERROR  
MAXIMUM HOURS EXCEEDED  
MAXIMUM HOURS EXCEEDED (No note)

Dean or his/her Nominee Approval of Student's Registration  
Not Approved  
Financial Clearance is Not Yet Accessed

Course(s) selected in 2007/2008 Semester II

CRN	CRSE	Sec	Credit	Course Title	Status	Action	Date Added
21531	P24K	M11	4	Digital Electronics	Registered		09-08-07 14:40
21534	P25F	M11	4	Materials Science I	Registered		09-08-07 14:40
21592	P24L	M11	4	Solid State Electronic Devices	PREG and TEST SCORE-ERROR (No note)		09-08-07 14:41
21597	P33E	M11	4	Modern Physics II	PREG and TEST SCORE-ERROR MAXIMUM HOURS EXCEEDED MAXIMUM HOURS EXCEEDED (No note)		09-08-07 14:41

Dean or his/her Nominee Approval of Student's Registration  
Not Approved  
Financial Clearance is Not Yet Accessed

RELEASE:7.3

powered by eSect Local intranet

After successfully registering for courses, the registration status screen shows completed registration, ie, courses approved & those courses that overrides were requested for

## Questions?

**Contact (August 8 to 23, 2007):**

Location: Project Room, 2B Aqueduct Flats  
Telephone: Ext.: 3040/3041  
Straight Line: 927-2515

**Contact (August 24 to September 14, 2007):**

Location: Student Records Unit

**Email:**

[sasproj@uwimona.edu.jm](mailto:sasproj@uwimona.edu.jm)

**Note: During the registration period the project team will be relocated to the offices of the Student Records Unit.**