



How to Register - Not College Ready in Math

This how-to register guide is for students who have TSI scores on file but are not college ready in Math. Students who are not college ready in Math are required to take an additional developmental Math course. Students should have their degree plan available with notes from the advisor indicating which courses the student should register for. At the end of this document on page 12 there are possible Registration Errors received and solutions.

[Math 1314, 1324, 1332, 1342, and 1384 have linked Math NO## sections.](#) For example, Math 1314 section 81 is linked to Math N014 section 01. Students must register for their Core Math and Developmental Math together, before registering for the rest of their courses.

First-time Freshman can qualify for Multiple Measures Assessment (MMA), see your advisor/ Degree Works for more details. [MMA Section Options.](#)

In MySam in the Registration Tab, click **"Bearkat Registration Dashboard →"** within the **"Bearkat Registration Dashboard (Add / Drop Classes)"** box.



Select **"Add / Drop Classes"**

- If the "Add/Drop Classes" button is grayed out, you will need to take care of any outstanding items, prior to accessing registration.

The screenshot shows the Bearkat Registration Dashboard for Sam Houston State University. The dashboard has a blue header with the university logo and the title "Bearkat Registration Dashboard". Below the header is a navigation bar with links: "Dashboard Home", "Pre-Registration Notices (Complete)", "Registration Holds", "Registration Time", and "Need to Know". The main content area is divided into four white boxes with blue headers: "Pre-Registration Notices" (with a checkmark icon and the text "Your Pre-Registration Notices are complete"), "Registration Holds" (with an information icon and the text "You have no holds preventing registration at this time"), "Registration Time" (with an information icon and dates for Summer and Fall semesters), and "Need to Know" (with a checkmark icon and the text "You have reviewed all need-to-know items", plus a "View Items" button). At the bottom center, there is a blue button labeled "Add / Drop Classes" with a right-pointing arrow, which is highlighted with a black border. The footer contains the text "Sam Houston State University | Member The Texas State University System".

Click **"Register for Classes"** to access the registration portal.

The screenshot shows the Student Registration portal for Sam Houston State University. The header is blue with the university logo and name. Below the header is a breadcrumb trail: "Student • Registration". The main heading is "Registration". Underneath is a section titled "What would you like to do?" with a grid of six options, each with an icon and a description: "Prepare for Registration" (clipboard icon), "Register for Classes" (calendar icon, highlighted with a black border), "Plan Ahead" (stack of papers icon), "Browse Classes" (magnifying glass icon), "View Registration Information" (folder icon), and "Browse Course Catalog" (book icon). The "Register for Classes" option includes the text: "Search and register for your classes. You can also view and manage your schedule."



Click the dropdown and select the Term you wish to register for and then click Continue.

The screenshot shows the 'Select a Term' page on the Sam Houston State University Registrar's Office website. The breadcrumb trail is 'Student • Registration • Select a Term'. The main heading is 'Select a Term'. Below this, there is a section titled 'Terms Open for Registration' containing a dropdown menu with the text 'Select a term...'. An orange arrow points to this dropdown with the text '1. Select the term you wish to register for'. Below the dropdown is a 'Continue' button. Another orange arrow points to this button with the text '2. Click Continue'.

The student will need to add their core math first. Type “**MATH**” in the Subject box.

- A dropdown option stating “Mathematics” will appear, select the option that applies

The screenshot shows the 'Register for Classes' page. The breadcrumb trail is 'Student • Registration • Select a Term • Register for Classes'. The main heading is 'Register for Classes'. Below this is a tabbed interface with 'Find Classes' selected. Under 'Find Classes', there is a section 'Enter Your Search Criteria' with a sub-label 'Term: Fall 2023'. The search criteria form includes the following fields:

- Subject: A text box containing 'Math|' with a dropdown menu showing 'Mathematics' selected.
- Course Number: A text box.
- Instructional Methods: A text box.
- Part Of Term: A text box.
- Keyword: A text box.
- Attribute: A text box.



In the next line, enter the course number in the Course Number box.

- i.e. 1314, 1324, 1332, 1384, or 1342

Hit the “Enter” key on your keyboard or click the “Search” button shown below.



The section number is in the fourth column from the left as seen below.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 42 Classes
Term: Fall 2023 Subject: Mathematics Course Number: 1314

Course Name	Subject	Section Number	CRN	Days	Time	Days	Time	Days	Time	Days	Time	Days	Time
Pre Calculus Alg... Lecture	Mathe...	13...	86	3	80...	F...	S M T W T F S	08:00 AM - 09:00 AM	M...	19 of 25 ...	14 Core II - Mathematics	Exclude from Wait-List	
Pre Calculus Alg... Lecture	Mathe...	13...	87	3	80...	F...	S M T W T F S	02:00 PM - 03:00 PM	M...	24 of 25 ...	14 Core II - Mathematics	Exclude from Wait-List	

Browse and select a MATH course that you were advised for at days and times that work for you.

If the student is not college-ready in MATH, then they may qualify for the following options:

- MMA with support or Non-MMA (DevEd)
 - Section numbers are 80-99
- MMA with zero-hour support
 - Section numbers are 60-79

To determine which placement you have, check your notes from advisement or refer to your Math TSI area of your DegreeWorks page.

The following instructions are for MMA with support/Non-MMA (DevEd) coursework. Scroll down to page 9 for instructions on registering for MMA zero-hour support coursework registration.



Registering for Non-MMA/DevEd sections. Once you've done your initial search for your MATH course, scroll or go to the next pages of the search results until you find a section number of at least 80. Select "Add" next to the section you are wishing to register for.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 42 Classes
Term: Fall 2023 Subject: Mathematics Course Number: 1314

Search Again

Pre Calculus Alg... Lecture	Mathe...	13...	86	3	80...	F...	S M T W T F S 08:00 AM - 0...	19 of 25 ...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add
Pre Calculus Alg... Lecture	Mathe...	13...	87	3	80...	F...	S M T W T F S 02:00 PM - 0...	24 of 25 ...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add

The course selected should now say "Pending" in your course Summary. **DO NOT HIT SUBMIT**

Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
<u>Pre Calculus Algebra</u>	MATH 1314,...	3	80412	Lecture	Pending	**Web Registered**

Click the green "Search Again" button in the top right corner of your screen.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 42 Classes
Term: Fall 2023 Subject: Mathematics Course Number: 1314

Search Again

Pre Calculus Alg... Lecture	Mathe...	13...	86	3	80...	F...	S M T W T F S 08:00 AM - 0...	19 of 25 ...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add
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Remove the course number that was previously entered. Leave “Mathematics” in the subject box. Enter the developmental course number in the course number box.

- This number will start with “N0” i.e. N014, N024, N084, N032, N042

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2023

Subject:

Course Number:

Instructional Methods:

Part Of Term:

These special characters are ignored: *!@\$#&?[] () |. The % is allowed.

Hit the “Enter” key on your keyboard or click the “Search” button shown below.

Once you have chosen the section that is connected to the section you have already chosen, based on the [Linked N0## section card](#), select “Add”.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Search Results — 15 Classes

Term: Fall 2023 Subject: Mathematics Course Number: n014

Support for Pre-C... Lecture | Mathe... | N... | 03 | 2 | 80... | F... | S M T W T F S 12:00 PM - 1: M... | 19 of 25 ...

Exclude from Q Drop Limit

Exempt from 3peat Calcul...

Developmental

TSI Met for Prerequisite

Exclude from Wait-List

Exclude from Q Drop Limit

Exempt from 3peat Calcul...

Add

Search Again



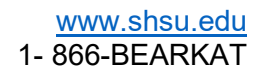
The Math course and the N0 course will populate in the summary section and the status will say "Pending".

Summary							
Title	Details	Hours	CRN	Schedule Type	Status	Action	
Support for Pre-Calculus...	MATH N014, ...	2	80291	Lecture	Pending	**Web Registered**	▼
Pre Calculus Algebra	MATH 1314, 83	3	80407	Lecture	Pending	**Web Registered**	▼

Select Submit and both course statuses will change to registered once successfully added.

Summary							
Title	Details	Hours	CRN	Schedule Type	Status	Action	
Support for Pre-Calculus...	MATH N014, ...	2	80291	Lecture	Registered	None	▼
Pre Calculus Algebra	MATH 1314, 83	3	80407	Lecture	Registered	None	▼

You may continue registering for your remaining courses.





The course selected should now say “Pending” in your course Summary. **DO NOT HIT SUBMIT**

Summary						
Title	Details	Hours	CRN	Schedule Type	Status	Action
College Mathematics	MATH 1332, 63	3	84974	Lecture	Pending	**Web Registered**

Click the green “Search Again” button in the top right corner of your screen.

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Search Results — 32 Classes
Term: Fall 2023 Subject: Mathematics Course Number: 1332

College Mathematics Lecture	Mathe...	1332	63	3	84974	Fa...	S M T W T F S 02:00 PM - 03:00 PM	Main	5 of 10 se...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add
College Mathematics Lecture	Mathe...	1332	64	3	84975	Fa...	S M T W T F S 10:00 AM - 10:00 PM	Main	20 of 20 s...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add

Search Again

Remove the course number that was previously entered. Leave “Mathematics” in the subject box. Enter the developmental course number in the course number box.

- This number will start with “N0” i.e. N014, N024, N084, N032, N042

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Enter Your Search Criteria ⓘ
Term: Fall 2023

Subject

Course Number

Instructional Methods



Hit the “Enter” key on your keyboard or click the “Search” button shown below.

For MMA placement, regardless of the section number you’ve chosen between 60-79 previously, the support course will be **section 60**, based on the [Linked N0## section card](#). Once you’ve identified that section, select “Add”.

The screenshot shows the 'Register for Classes' interface. At the top, there are tabs: 'Find Classes', 'Enter CRNs', 'Plans', and 'Schedule and Options'. Below these, a search bar shows 'Term: Fall 2023', 'Subject: Mathematics', and 'Course Number: N032'. A 'Search Again' button is on the right. The main table lists search results. The first row is highlighted and has an 'Add' button in its rightmost column. The table columns are: Title, Subject Desc, Course Numl, Section, Hours, CRN, Term, Inst, Meeting, Campus, Status, Attribute, Linked Sections, and Add.

Title	Subject Desc	Course Numl	Section	Hours	CRN	Term	Inst	Meeting	Campus	Status	Attribute	Linked Sections	Add
Support for College... Online Lecture	Mathem...	N032	60	0	85636	Fall...		S M T W T F S	Main	176 of 200 ...	Exempt from 3peat Calculation Developmental Distance Learning TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit		Add

The Math course and the N0 course will populate in the summary section and the status will say “Pending”.

The screenshot shows the 'Summary' page with a table of registered courses. The table has columns: Title, Details, Hours, CRN, Schedule Type, Status, and Action. Two courses are listed: 'Support for College Math' and 'College Mathematics'. Both have a status of 'Pending' and an action of '**Web Registered**'.

Title	Details	Hours	CRN	Schedule Type	Status	Action
Support for College Math	MATH N032, 60	0	85636	Online Lecture	Pending	**Web Registered**
College Mathematics	MATH 1332, 63	3	84974	Lecture	Pending	**Web Registered**

Select Submit and both course statuses will change to registered once successfully added.

The screenshot shows the 'Summary' page after the courses have been successfully added. The status for both courses has changed from 'Pending' to 'Registered'.

Title	Details	Hours	CRN	Schedule Type	Status	Action
Support for College Math	MATH N032, 60	0	85636	Online Lecture	Registered	None
College Mathematics	MATH 1332, 63	3	84974	Lecture	Registered	None



Registration Error Solutions:

Error Message	What Does It Mean?	How Do I Fix It?
MATH N032 CRN 80310: Prereq Required (Core Math, Dev Ed, or Other Course) - Contact The Registrar's Office	The Math course you are attempting to add with your developmental course is section 80 or below.	Select a Math with a section 80 or above then add Math N0 together.
MATH 1314 CRN 80407: Corequisite MATH N014 (CRN 80292) required MATH N014 CRN 80291: Corequisite MATH 1314 (CRN 80406) required	The Math you are attempting to Register for has a linked Math N0 course.	Please view the TSI website and select either the Co-Requisite Options or the MMA Section Options to identify which courses are linked.
MATH 1314 CRN 80397: Student Attribute Restriction	This class is restricted to students with a specific attribute (ex: Honors, Athlete, etc.)	Select a different section if you do not belong to the required attribute group