College of Liberal Arts and Sciences
UNIVERSITY OF COLORADO DENVER

CLAS Advising & Registration Steps

CLAS Academic Advising Office • NC1030 • 303-315-7100

DO YOU HAVE ANY HOLDS?

In UCDAccess, check for any holds that may affect your registration. If you have questions about a hold on your record, contact the office that has placed the hold. Ask your CLAS Academic Advisor if you aren't sure which office placed the hold. *Clear registration holds before your enrollment start date.*

FOLLOW THESE STEPS FOR ADVISING AND REGISTRATION

1 **Review your Degree Audit:** http://cudenver.edu/cuaccess **> ☰ >Degree Audit Tools > Degree Audit**
If you don't have a Degree Audit, visit http://ucdenver.navigate.eab.com/ or call 303-315-7100 to schedule a CLAS Advising appointment.

2 **YOU NEED TO: Work with your MAJOR/MINOR Advisors in your academic departments to plan out the major and minor coursework you need to satisfy program** **Click here for Major/Minor Advisor Contact Info**
Find your faculty advisors on the CLAS Major & Minor Advisor Contact Information handout.

3 **After you have reviewed your Degree Audit and planned out your major and minor coursework, work with your CLAS Academic Advisor to discuss any general degree requirement questions you have.** If you would like to set up an appointment to discuss your general degree requirements, use http://ucdenver.navigate.eab.com/ or 303-315-7100 to make a CLAS Advising appointment.

4 **Search for classes in CU Access and save courses that you want to take in your Shopping Cart.** This saves the classes so you can track how many seats are available and, when your specific date and time for registration comes, you can easily enroll in your chosen classes.
→ *Your spring shopping cart opens in October for you to prepare for registration.*
→ *Your summer shopping cart opens in February for you to prepare for registration.*
→ *Your fall shopping cart opens beginning in March for you to prepare for registration.*

5 ***IMPORTANT:*** **You must follow through to actually enroll in the classes in your Shopping Cart.** Clear any registration holds and enroll in your classes as soon as you can for the best choice of classes.
Find your specific "Enrollment Date/Time" in http://CUDenver.edu/CUAccess:
CU Access > Student Center > Academics > Term Information > View my enrollment dates
● *Spring enrollment dates show in October* ● *Summer enrollment dates show in February* ● *Fall enrollment dates show in March*
Note: Registration stays open from your designated time until the first week of classes in the term.

6 **After you have completed enrollment for your classes, run a new Degree Audit to see where your registered courses fit** *(registered courses take 10-20 minutes to show in the Degree Audit)*. Work with your CLAS Academic Advisor with any questions you have about your general degree requirements and discuss major and minor coursework details with your major/minor advisors. *For a CLAS Academic Advising appointment for general degree requirements, visit http://ucdenver.navigate.eab.com/ or call 303-315-7100.*

Visit http://ucdenver.navigate.eab.com/ or call 303-315-7100 to schedule a CLAS Academic Advising Appointment

IMPORTANT: You will receive an email at http://myemail.ucdenver.edu/ to confirm your appointment
If you don't receive a confirmation email, you must verify appointment at http://ucdenver.navigate.eab.com/

NOTES:

Questions? Ask Lynx Central | http://CUDenver.edu/student
Student Commons 1st floor | 303-315-5969 | Lynx.Central@ucdenver.edu

STUDENT SUPPORT

CARE Team is there for you
Call 303-315-7306 if you
or a classmate needs extra help
Submit a concern at
http://www.ucdenver.edu/care

Call 911 in case of emergency
Auraria Campus Police: 303-556-5000

CAREER COUNSELING at LYNXCONNECT
ucdenver.edu/careercenter - Tivoli 339
303-315-7315 - CareerCenter@ucdenver.edu

COUNSELING CENTER
ucdenver.edu/counselingcenter - Tivoli 454 (4th floor)
303-315-7270 (*Emergency After-Hours: 303-615-9911)*

DISABILITY RESOURCES & SERVICES
ucdenver.edu/offices/disability-resources-and-services
Student Commons 2116
303-315-3510 - disabilityresources@ucdenver.edu

OFFICE FOR PEOPLE AND CULTURE
ucdenver.edu/offices/people-culture - Lawrence St. Center 12th fll.
303-315-2123 – PAC@ucdenver.edu

PHOENIX CENTER AT AURARIA
24/7 Free and Confidential Helpline: 303-556-2255
Info on interpersonal violence, referrals, options, & next steps
www.thepca.org - Tivoli 227 - 303-315-7250 - info@thepca.org

FREE TUTORING
Contact these services for academic assistance throughout the semester

LEARNING RESOURCES CENTER
ucdenver.edu/lrc – Learning Commons Suite 1231
303-315-3531 - LRC@ucdenver.edu

MATH AND STAT TUTORING CENTER
Learning Commons Room 1225
clas.ucdenver.edu/mathematical-and-statistical-sciences/math-and-stat-tutoring-center

THE WRITING LAB
writingcenter.ucdenver.edu - Learning Commons First Floor

UNDERGRADUATE ACADEMIC ADVISING
cudenver.edu/advising/undergraduate-advising

Graduate students: Contact your graduate program directly for advising information.

ARCHITECTURE AND PLANNING (CAP) ADVISING
CU Building 2000
303-315-1000 - cap@ucdenver.edu

ARTS AND MEDIA (CAM) ADVISING
Arts Building 177
303-315-7400 - camadvising@ucdenver.edu

BUSINESS SCHOOL ADVISING
15th and Lawrence Street, 4th floor
303-315-8110 – undergrad.advising@ucdenver.edu

CENTER FOR UNDERGRADUATE EXPLORATION & ADVISING (CUE&A)
Student Commons 1113
303-315-1940 - cuea@ucdenver.edu

EDUCATION & HUMAN DEVELOPMENT (SEHD) ADVISING
Lawrence Street Center 701
303-315-6300 - education@ucdenver.edu

ENGINEERING, DESIGN & COMPUTING (CEDC) ADVISING
North Classroom 3034
303-315-7170 - engineering@ucdenver.edu

LIBERAL ARTS AND SCIENCES (CLAS) ADVISING
North Classroom 1030
303-315-7100 – clas.advising@ucdenver.edu

PUBLIC AFFAIRS (SPA) ADVISING
Lawrence Street Center 525
303-315-2228 – spa.advising@ucdenver.edu

***Plan Ahead!* Review Important Dates & Deadlines**
at https://CUDenver.edu/student/student-calendars

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