

THE UNIVERSITY OF WEST ALABAMA
L I V I N G S T O N

Web Registration Undergraduate Student Helpful Information

To start the registration process go to the UWA website at www.uwa.edu and click “Current Students”.

THE UNIVERSITY OF WEST ALABAMA

L I V I N G S T O N

Search

Welcome to UWA

Programs & Majors

Online Education

Admissions & Aid

Student Life

Athletics

News, Events & Media



Heart of Campus

Slide into catch up on the latest news as they walk across campus.

Established in 1835

- [Current Students](#)
- [Faculty and Staff](#)
- [Alumni and Giving](#)
- [Visitors and Community](#)

Connect with us:



Have you created your username and password? If not, you need to select “Need An Account”. If you already have a username and password, click on “MY UWA” and log in. If you already have a username and password, but cannot log in, your password maybe expired. You can reset your password by clicking “Need an Account” also. **Please remember that you must include the (@uwa.edu) behind your username when logging onto MyUWA.**



International Students

Technology

- WebAdvisor
- Blackboard
- MyUWA
- TigerNet Email
- Reset Your Password
- Need An Account
- Help Desk

Student Services

- Campus Dining
- Counseling Center
- Career Services

Academics

- Academic Calendars
- Academic Catalogues
- FERPA
- Library
- Two Year Course Planning Schedules

Publications

- Student Handbook
- Faculty Staff Handbook
- Livingston Press
- m.u.s.e (Student Newspaper)

Emergency Preparedness

Step 3. Once you have selected My UWA, click on “Login to MyUWA Students”. Please remember that you must include the (@uwa.edu) behind your username when logging onto MyUWA. Your login will be your entire UWA email address and password.



THE UNIVERSITY OF WEST ALABAMA
L I V I N G S T O N

Search

Welcome to UWA | Programs & Majors | Online Education | Admissions & Aid | Student Life | Athletics | News, Events & I

**Welcome to the MyUWA Portal
at The University of West Alabama!**

[Log in to MyUWA \(Students\)!](#) ←

[Log in to MyUWA \(Faculty/Staff\)!](#)

Technology

University Cinema

Counseling Services

Career Services

Logging In

Once you have created your TigerNet account, you can log in to MyUWA. Use the steps below to login:

1. Click the above link to login.
2. If you are asked for your username, type your full email address (example: studenta@uwa.edu)
3. Enter your password in the appropriate box.
4. Click Ok.

I Need Some Help

If you are unable to log in to MyUWA, walk through these steps to make sure your information is correct:

1. When asked for your username, make sure that you type your full email address (example: studenta@uwa.edu).
2. Your password is case-sensitive.

Once you are logged in, select “Academic Planning” and then Select the “Plan Courses”.

University of West Alabama Portal > Student

TigerNet Email
✉ You have 3 unread messages.

My Week

Today's Date: Thursday, October 28, 2010

October 2010						
S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Thursday, October 28
No events

Friday, October 29

Announcements
No announcements found.

UWA News
No CMS News Feeds are defined for site 'student'

WebAdvisor

- ⊕ Main Menu
- ⊕ Academic Planning ←
- Plan Courses ←
- Program Evaluation

When the course planning window is open, select “Create/Add to Worksheet.” Confirm your program of study when prompted.

Datatel Portal > Student

Plan Courses

Plan Courses

[View Worksheet](#)
Review your planned courses.

[Course Planning Wizard](#)
This wizard uses your program evaluation to help plan the courses you need to complete your program.

[Create/Add to Worksheet](#)
Create a worksheet or add to an existing worksheet by searching the catalog using your own criteria.

[Modify Worksheet](#)
Remove courses, change the terms or credits of courses on your worksheet, or make notes.

[Program Evaluation](#)
Get a report evaluating the progress you've made towards completing your program requirements, or evaluate a program you are considering.

[Register](#)
Register for selected courses on your Course Worksheet.

[E-Mail Advisor\(s\)](#)

Course Planning FAQs

What is a Course Planning Worksheet?

What's the difference between a Course Planning Worksheet and a Student Educational Plan?

How does the course planning wizard work?

What if I have more than one program?

How does the Program Evaluation work?

Can I search the course catalog?

Program Confirmation

← Back

Planning Home | Planning FAQ

First, please confirm the program for which you are planning:
COUNSELING/PSYCHOLOGY.MSCE.....Catalog: 2004/2005

Is this correct? Yes

SUBMIT

This page will allow you to select your course for your plan. Under the subject box, click the course name (i.e. English), and type in the course number (i.e. 101) under the course number box. Leave lower boxes blank and then click “Submit”.

Catalog Search and Add ×

[BACK](#) ?

[Planning Home](#) | [Planning FAQ](#)

DMI.HOST.0061
DMI.HOST.0061

Search results will include courses that meet ALL of the criteria you specify.

Subject	Course Number
<input type="text" value="English"/> ▼	<input type="text" value="101"/>
<input type="text"/> ▼	<input type="text"/>
<input type="text"/> ▼	<input type="text"/>

Department

Course Title Keyword(s)

Academic Level ▼

Course Type ▼

Instructional Method ▼

Session Cycle ▼

Yearly Cycle ▼

This page will show you the course. You will check the box under “Select Course”, choose the “Term” from the drop down list, and click Submit.

Catalog Search Results ×

BACK ?

Narrow my search

Please select the courses you would like to add to your worksheet

Select Course (s)	Planned Term	Course Name and Title	Department	Credits	CEUs	Academic Level	Location	Course Type	Session Cycle	Yearly Cycle
<input checked="" type="checkbox"/>	Online Spring One 2011 ▼	EH-101 Written English I (has prerequisites)	Languages & Literature	3.00		Undergraduate				

SUBMIT

This screen will show you the course with the message “These are PLANNED courses for which you have not registered.” At this point you have only planned your schedule. You must click “E-mail Advisor” and request schedule approval. You cannot register for the class until your advisor approves your schedule.

Course Planning Worksheet

← Back

Planning Home | Planning FAQ

Course Planning Wizard | Catalog Search and Add | Modify | Register | E-mail Advisor(s)

These are PLANNED courses for which you have NOT registered.

COUNSELING/PSYCHOLOGY.MSCE.....Catalog: 2004/2005

ED-500 Foundations of Educ has been added to your worksheet.

Planned Term	Course Name and Title	Credits	CEUs	Added By
Online Spring One 2010	ED-500 Foundations of Educ	3.00		Student

Private Worksheet Notes

Public Worksheet Notes

OK

Course Planning Wizard | Catalog Search and Add | Modify | Register | E-mail Advisor(s)

If you been assigned an advisor, their information will automatically populate. Make sure the box is checked beside the advisors name. Enter a subject (i.e. Class Approval) and an e-mail text (i.e. Please approve my classes). Next, select the box to the left of the course and click Submit. ** Your advisor will send an e-mail to your Tigernet E-mail address when your plan has been approved.

The screenshot shows a web form titled "E-mail My Advisor(s)" with a "BACK" button and a help icon. The "From" field is filled with a redacted name. Below is a table with columns for "Send To", "Advisor's Name", and "Advisor's E-mail Address". A red arrow points to a checked checkbox in the "Send To" column for "Mrs. Mary R. Graham" with email "bcg@uwa.edu". Below the table are two empty text boxes for "Additional 'Send To' E-mail Addresses". Further down are two red-circled fields: "Subject" and "E-mail Text". A "SUBMIT" button is at the bottom.

Send To	Advisor's Name	Advisor's E-mail Address
<input checked="" type="checkbox"/>	Mrs. Mary R. Graham	bcg@uwa.edu

Additional 'Send To' E-mail Addresses

Subject

E-mail Text

Once you have receive notice that your classes have been approved, you can log back into MY UWA and click on “Academic Planning” then “Plan Courses”.

University of West Alabama Portal > Student

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Thursday, October 28
No events
Friday, October 29

Announcements
No announcements found.

UWA News
No CMS News Feeds are defined for site 'student'

WebAdvisor

- ⊕ Main Menu
- ⊕ Academic Planning
 - Plan Courses
 - Program Evaluation

Click on Register and approve you program again.

Plan Courses

- [View Worksheet](#)
Review your planned courses.
- [Course Planning Wizard](#)
This wizard uses your program evaluation to help plan the courses you need to complete your program.
- [Create/Add to Worksheet](#)
Create a worksheet or add to an existing worksheet by searching the catalog using your own criteria.
- [Modify Worksheet](#)
Remove courses, change the terms or credits of courses on your worksheet, or make notes.
- [Program Evaluation](#)
Get a report evaluating the progress you've made towards completing your program requirements, or evaluate a program you are considering.
- [Register](#)
Register for selected courses on your Course Worksheet.
- [E-Mail Advisor\(s\)](#)
Request feedback from your advisor(s).
- [Advisor-approved Ed Plan](#)

Plan Courses

- [Course Planning FAQs](#)
- [What is a Course Planning Worksheet?](#)
- [What's the difference between a Course Planning Worksheet and a Student Educational Plan?](#)
- [How does the course planning wizard work?](#)
- [What if I have more than one program?](#)
- [How does the Program Evaluation work?](#)
- [Can I search the catalog?](#)
- [I know the course can I add it with](#)

Program Confirmation

[BACK](#) [FORWARD](#) [?](#)

[Planning Home](#) | [Planning FAQ](#)

First, please confirm the program for which you are planning:
ACCOUNTING.BBA.....Catalog: 2010/2011

Is this correct?

[SUBMIT](#) **Program Confirmation**

Select the class or classes to search for available sections and click “Submit”.

Register from My Worksheet ×

[BACK](#) ?

[Planning Home](#) | [Planning FAQ](#)

[Course Planning Wizard](#) | [Catalog Search and Add](#) | [Modify](#) | [E-mail Advisor\(s\)](#)

These are PLANNED courses for which you have NOT registered.

ACCOUNTING.BBA.....Catalog: 2010/2011

First, choose courses. After you click Submit, you can choose sections of these courses and register.

Find Sections	Planned Term	Course Name and Title	Credits	CEUs	Added By
<input type="checkbox"/>	Online Spring One 2011	EH-101 Written English I (has prerequisites)	3.00		Student (Advisor approved)

Private Worksheet Notes

Public Worksheet Notes

[SUBMIT](#)

This screen will ask you to select the course section you wish to register for. Notice the status column, it tell if the section is open or closed. Make sure the section you select is open. Next, select the box to the left of the course and click Submit.

Section Selection Results ×

BACK ?

Co-requisite classes that do not meet your selection criteria may be displayed.

Narrow my search

Re-sort my results Term, Section Name ▾

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs
<input type="checkbox"/>	Online Spring One 2011	Open	EH-101-61 (31778) Written English I	On-Line	01/10/2011- 0	P. Section Selection Results	25 / 25	3.00	

SUBMIT

My Schedule

You will be asked to choose an action next to the class you selected. Under action you will choose “Register” from the drop down list and then click “Submit.” You should receive a message stating that your request has been processed and the course should appear with in your schedule.

Action for ALL Pref. Sections (or choose below)

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/Capacity	Credits	CEUs
<input type="text"/> Register Audit Remove from List Waitlist	Online Spring One 2011	EH-101-61 (31778) Written English I	On-Line	01/10/2011- 03/04/2011	P. Case	25 / 25	<input type="text" value="3.00"/>	

Current Registrations

Drop	Term	Pass/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
<input type="checkbox"/>			You are not currently registered for any sections.					

This completes your registration.

If you are still experiencing difficulties, contact the Registrar's Office at
205.652.3587.

For proper assistance, please have access to a computer when you call.