When selecting your courses for Advanced Course Selection, be sure to add them to your shopping cart in order of preference. As you add a course to your shopping cart, it is date and time stamped. That is the information that we will use to determine your order of preference. If your first choice is offered in the fall term, add it first. If your next choice is offered in the winter term, you must change terms first and then add your next choice. Follow this process until you have added all of your course requests to your shopping cart.

In this example, the student is a medial in ENGL and HIST so she will be preselecting her 4th year courses in both of these subject areas.

From your Student Centre, click on Enrollment Shopping Cart
Select the term of the course that you wish to add to your shopping cart and click Continue.

**Remember:** add courses to your shopping cart in order of preference.

Eg: if your first choice is ENGL431, topic “Sensibility and the Sublime”, be sure to add this course to your shopping cart first.

In this example, her first choice is being offered in the Fall term.

Click the Search button to find the course you want.
Enter the Subject and Course Number and click Search

Subject: English
Course Number: 431
Course Career: Undergraduate
Campus: Main

Show Open Classes Only: [ ]
Open Entry/Exit Classes Only: [ ]

Return to Shopping Cart Clear Search Go to top
You will see that there are two different “topics” being offered under ENGL431. Select the one you want as your first choice.
1. Select classes to add - Enrollment Preferences

2018 Fall | Undergraduate | Queen's University

ENGL 431 - Topics Rest & 18th Cent Lit I

Class Preferences

<table>
<thead>
<tr>
<th>ENGL 431-003</th>
<th>Seminar</th>
<th>Open</th>
<th>Wait List</th>
<th>☐ Wait list if class is full</th>
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</table>

<table>
<thead>
<tr>
<th>Topic</th>
<th>Sensibility &amp; the Sublime</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session</td>
<td>Regular Academic Session</td>
</tr>
<tr>
<td>Career</td>
<td>Undergraduate</td>
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</table>

Enrollment Information

* Prerequisite (ENGL200 and ENGL250) and (A GPA of 2.4 on all ENGL units) and (registration in an ENGL Major or Medial Plan).

<table>
<thead>
<tr>
<th>Section</th>
<th>Component</th>
<th>Days &amp; Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Start/End Date</th>
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</thead>
<tbody>
<tr>
<td>003</td>
<td>Seminar</td>
<td>TBA</td>
<td>TBA</td>
<td>Staff</td>
<td></td>
</tr>
</tbody>
</table>

Go to top

Click Next.
ENGL431 has been added to the shopping cart.

If you wish to add another fall term class to your shopping cart, click the Search button again. If you wish to add a winter term, click on Change Term.

**Remember to add the courses to your shopping cart in order of preference!**
HINT: We strongly recommend that you “Validate” your course selections to ensure that you satisfy course prerequisites and that you do not have any timetable conflicts.
Continue adding courses until you have entered all of your course choices. Remember to select courses for both the fall and winter terms.

If you wish to make any changes to the courses you have added to your shopping cart, be sure to Delete all of your course choices first. That will ensure that your order of preference is entered correctly.

Following the Advanced Course Selection period, a report of all course requests will be sent to the department(s) for consideration. Departmental decisions will be based on student need and preference. Our goal is to ensure that you are enrolled in the courses that you need to complete your degree while maintaining a fair and consistent practice for all students.

**NOTE:** the shopping cart will be purged following the Advanced Course Selection period.

Once you are enrolled in your courses, it is imperative that those courses are no longer in your shopping cart. Otherwise, you risk being dropped from those courses!