




UNIVERSITY *of*  
NEW ORLEANS

**PeopleSoft**

**Class Number Search**

## Enrollment Request Class Number Search

If you do not know the class number (call number) for a course, you can click on the lookup button  next to the class number field.


This will open a window that will allow you to search for the class.

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### Basic Class Search

**Institution:** UNOLA University of New Orleans  
**Term:** 0800 2004 Fall

Select at least 2 criteria below then click Search to see the results.

**Subject:**  

**Catalog Number:**  **Exact Match**

**Open Classes Only**  
 **Open Entry/Exit Classes Only**

**Description:**

**Course Component:**

**Course Career:**

**Session:**

**Campus:**

**Location:**

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**Subject Area:** This is the abbreviation of the subject area for the class (e.g. ENGL for English). If you do not know the abbreviation for the course, you may select it from the lookup menu.

**Catalog Number:** This is the four-digit catalog number for the course (e.g. the 1157 in ENGL 1157). If you do not know the catalog number for the course, you can type in one number with a % sign, then click on the down arrow and choose Wildcard.

**Description, Course Component, Course Career, Session, Campus and Location:**  
Leave these fields blank.

**Click Search to retrieve the sections of the course.**

[Home](#) > [Manage Student Records](#) > [Manage Academic Records](#) > [Use](#) > **Enrollment Request**

[New Window](#)

**Enrollment Request**

**Class Search Results**

**Academic Institution:** UNOLA University of New Orleans

**Term:** 0800 2004 Fall

indicates an enrollment section.

( ) indicates class not printed in Schedule of Classes

Status: A class may be closed if students are on the wait list.  
Enrollment restrictions may apply to open classes.

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Class Sections											Find	1-44 of 44
Class Nbr	Subject	Catlg Nbr	Sect	Description	Units	Comp	Status	Avail	Wait			
<input checked="" type="checkbox"/>	11143	ENGL	1157	006	English Composition	3	LEC	Open	9	0		
<b>Session:</b> Regular												
<b>Time:</b> 8:00AM 8:50AM			<b>MWF</b>		<b>Room:</b> Lib Arts 326		<b>Dates:</b> 08/21/2004 - 12/03/2004					
<b>Instructor:</b> Staff												
<input checked="" type="checkbox"/>	11144	ENGL	1157	007	English Composition	3	LEC	Open	15	0		
<b>Session:</b> Regular												

The Class Section window opens.

The top portion of each section gives you basic information about the class; the bottom portion gives you specific information, i.e., Time, Room, etc.

The bold Sections area is a map of the information that appears for each section.

Here you can see the section number, the status, availability, (if the status is closed the section is full), and the meeting information for each section.

To select the section you wish to add click the check mark to the left of that section's area.

This will put that section's Class Number on the Enrollment Request page.