

Registration



accessPoint News

Welcome! This is your portal for academic and financial information. We will be transitioning myPoint to accessPoint throughout the Spring 2017 term.

ule of Classes is now available on accessPoint

have all tasks completed (see Tasks tile below),
e sent early May.

Profile



Tasks



1 Holds

My Classes



Search for Classes



Helpful Links

- [What is accessPoint?](#)
- [Contacts](#)
- [Help](#)

If any Holds are listed, make sure you click here to find out what they are. **Holds may prevent you from being able to register.**

Use the Class Search to see an overview of all courses being offered by semester.

Help videos

To start building your schedule, view your Shopping Cart, and register for classes, **click on My Classes.**

- My Classes
- View My Classes
- Schedule Builder
- Shopping Cart
- Add Classes
- Drop Classes
- My Class Schedule
- Registration Dates

Welcome to My Classes

This is where you will be able to manage your current and future classes.

Please note that your current class information can be found in myPoint.

Use the Schedule Builder to find combinations of your classes that all work together.

Your Shopping Cart will show the classes you've selected. Having classes in your shopping cart does not guarantee you a seat in the class, but is the first step in registering.

Your Enrollment Appointment time is listed here.

Finding your Registration/Enrollment Appointment Time

Student Home

My Classes

Traci Sondelski My Academics

Search Plan **Enroll** My Academics

Enrollment Dates

Select a term then select Continue.

	Term	Career	Institution
<input checked="" type="radio"/>	2017 Summer	Graduate	UW-Stevens Point
<input type="radio"/>	2017 Fall	Graduate	UW-Stevens Point

Continue

Go to top

My Classes

View My Classes

Schedule Builder

Shopping Cart

Add Classes

Drop Classes

My Class Schedule

Registration Dates

If more than one term displays, choose which one you want to work with and click continue.

Finding your Registration/Enrollment Appointment Time

Student Home My Classes

Traci Sondelski My Academics

Search Plan Enroll My Academics

Enrollment Dates

To view appointments and enrollment dates for another term, select Change.

2017 Summer | Graduate | UW-Stevens Point

Shopping Cart Appointments

Session	Appointment Begins	Appointment Ends
Regular Academic Session	March 1, 2017 8:00AM	July 31, 2017
Twelve Week	March 1, 2017 8:00AM	
Two Week	March 1, 2017 8:00AM	
Three Week	March 1, 2017 8:00AM	
Four Week - First	March 1, 2017 8:00AM	11:59PM
Four Week - Second	March 1, 2017 8:00AM	July 31, 2017 11:59PM
Four Week - Third	March 1, 2017 8:00AM	July 31, 2017 11:59PM
Six Week - First	March 1, 2017 8:00AM	July 31, 2017 11:59PM
Six Week - Second	March 1, 2017 8:00AM	July 31, 2017 11:59PM
Six Week - Third	March 1, 2017 8:00AM	July 31, 2017 11:59PM
8 Week	March 1, 2017 8:00AM	July 31, 2017 11:59PM
Eight Week - First	March 1, 2017 8:00AM	July 31, 2017 11:59PM

A "Shopping Cart Appointment" is when your shopping cart opens up for that term.

Every session that exists for the selected term displays below. The appointment times will be the same for each session.

Scroll down the page to see your Enrollment Appointment time

Finding your Registration/Enrollment Appointment Time

Enrollment Appointments

Session	Appointment Begins	Appointment Ends	Max Total Units	Max No GPA Units	Max Audit Units	Max Wait List Units
Regular Academic Session	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Twelve Week	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Two Week	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Three Week	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Four Week - First	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Four Week - Second	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Four Week - Third	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Six Week - First	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Six Week - Second	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Six Week - Third	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
8 Week	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Eight Week - First	March 9, 2017 8:00AM	April 2, 2017 11:59PM				
Eight Week - Second	March 9, 2017 8:00AM	April 2, 2017 11:59PM				

Open Enrollment Dates by Session

Session	Begins On	Ends On
Two Week	April 3, 2017	June 2, 2017
Three Week	April 3, 2017	June 16, 2017
Four Week - First	April 3, 2017	June 23, 2017
Six Week - First	April 3, 2017	June 30, 2017
Six Week - Second	April 3, 2017	July 7, 2017
Four Week - Second	April 3, 2017	July 21, 2017

The “Enrollment Appointment” is when you can begin registering for classes.

The end day and time only refers to the end of assigned appointment times.

“Open Enrollment” refers to the time period after all assigned appointment times are over. You can still register after that point. You will notice that the open enrollment period opens as soon as your enrollment appointment ends.

Shopping Cart and Registration

Student Home My Classes Home Flag Menu

My Classes My Academics

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

Shopping Cart

Select Term

Select a term then select Continue.

Term	Career	Institution
<input type="radio"/> 2017 Summer	Graduate	UW-Stevens Point
<input type="radio"/> 2017 Fall	Graduate	UW-Stevens Point

[Continue](#)

[Go to top](#)

If more than one term displays, choose which one you want to work with and click continue.

Shopping Cart and Registration

The screenshot shows the 'My Classes' interface. On the left is a navigation menu with options: My Classes, View My Classes, Schedule Builder, Shopping Cart (highlighted), Add Classes, Drop Classes, My Class Schedule, and Registration Dates. The main content area has a purple header with 'My Classes' and navigation icons. Below the header are tabs for Search, Plan, Enroll, and My Academics. The 'Shopping Cart' section is active, showing 'Add Classes to Shopping Cart' and a 'Change Term' button. A '2017 Fall Shopping Cart' box displays 'Your enrollment shopping cart is empty.' Below this is a 'Find Classes' section with radio buttons for 'Class Search' and 'Schedule Builder', and buttons for 'Search' and 'Schedule Builder'. A 'My 2017 Fall Class Schedule' section at the bottom shows 'You are not registered for classes in this term.' Annotations with blue boxes and arrows point to the 'Enter Class Nbr' field, the 'Class Search' radio button, and the 'Schedule Builder' button.

Student Home My Classes Home Flag Menu

My Classes

View My Classes

Schedule Builder

Shopping Cart

Add Classes

Drop Classes

My Class Schedule

Registration Dates

Search Plan Enroll My Academics

Shopping Cart

Add Classes to Shopping Cart

for this term. Select

Change Term

Open Closed Wait List

2017 Fall Shopping Cart

Your enrollment shopping cart is empty.

Add to Cart

Enter Class Nbr

Enter

Find Classes

Class Search

Search

Schedule Builder

My 2017 Fall Class Schedule

You are not registered for classes in this term.

Go to top

There are three different ways to add classes to your Shopping Cart.

If you know the 6-digit class number (viewable in class search), you can enter it here.

Add a class using Class search

Use Schedule builder

Shopping Cart and Registration

Student Home My Classes Home Flag Menu

My Classes My Academics

Search Plan Enroll My Academics

Shopping Cart

Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling.

COMM 549 has been added to your Shopping Cart.

2017 Summer | Graduate | UW-Stevens Point Change Term

Open Closed Wait List

Add to Cart

Enter Class Nbr Enter

Find Classes

Class Search Search

Schedule Builder Schedule Builder

Select	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	COMM 549-88 (60371)		Online	C. Spaulding	3.00	Open

for selected Delete Enroll

My 2017 Summer Class Schedule

You are not registered for classes in this term

Go to top

Once your enrollment time arrives, click Enroll to finish the registration process.