

# HOW TO: REGISTER FOR CLASSES

webadvisor.chaminade.edu

Click on Students

The screenshot displays the Chaminade University WebAdvisor interface. At the top left is the university logo with '50' and the text 'Chaminade University INSPIRING SUCCESS'. To the right are 'LOG IN' and 'MAIN MENU' buttons. A vertical 'main menu' label is on the left side. A central menu is open, listing 'Applicants', 'Students', 'Faculty', and 'Advisors'. The 'Students' option is highlighted in blue, and a blue arrow points from the 'Click on Students' text box to it. Below the menu, there is a 'Welcome Guest!' message and a 'main menu' label. At the bottom right, there is 'Account Information', 'LOG IN', 'MAIN MENU', and the 'WebAdvisor 3.1 POWERED BY GATEL' logo.

# HOW TO: REGISTER FOR CLASSES

The screenshot shows the Chaminade University WebAdvisor interface. At the top left is the university logo with the text "Chaminade University INSPIRING SUCCESS". To the right of the logo are three menu items: "LOG IN", "MAIN MENU", and "STUDENTS MENU". Below this is a dark blue header bar with the text "CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU" on the left and "Welcome Guest!" on the right. The main content area is white and contains a warning: "The following links may display confidential information." Below this warning are two blue buttons: "User Account" and "Registration". Under "User Account" is a link "What's my User ID?". Under "Registration" is a link "Search for Classes". At the bottom of the page is a dark blue footer bar with the same three menu items: "LOG IN", "MAIN MENU", and "STUDENTS MENU". On the right side of the footer bar is the "WebAdvisor 3.1" logo with "POWERED BY DATATEL" underneath. A blue arrow points from a box below to the "LOG IN" link in the footer.

Click on Log In

# HOW TO: REGISTER FOR CLASSES

50 Chaminade University  
INSPIRING SUCCESS

LOG IN MAIN MENU STUDENTS MENU

CURRENT STUDENTS Welcome Guest!

Log In

User ID:

Password:

Show Hint:

SUBMIT

LOG IN MAIN MENU STUDENTS MENU

WebAdvisor 3.1  
POWERED BY DATATEL

Enter your Chaminade  
Student ID#

Password default is last  
4 of your SSN

Click on Submit

# HOW TO: REGISTER FOR CLASSES

**Chaminade University**  
INSPIRING SUCCESS

LOG OUT | MAIN MENU | STUDENTS MENU

CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU Welcome Lono!

The following links may display confidential information.

- User Account**
  - [What's my User ID?](#)
  - [Address Change](#)
- Financial Information**
  - [Make a Payment](#)
  - [Account Summary](#)
  - [Account Summary by Term](#)
  - [View My Payment Plan Schedule](#)
  - [View My 1098-T Forms](#)
  - [View My 1098-E Forms](#)
  - [Day Undergraduate Tuition Payment Plans](#)
- Financial Aid**
  - [Financial aid status by year](#)
  - [Financial aid status by term](#)
  - [Financial aid award letter](#)
  - [Understanding Your Chaminade Award Letter](#)
  - [Direct Loans and PLUS Loans](#)
- Communication**
  - [My Documents](#)
  - [E-mail My Advisor\(s\)](#)
- Registration**
  - [Search for Classes](#)
  - [Register for Classes](#)
  - [Register and Drop Classes](#)
- Academic Planning**
  - [Program Evaluation](#)
- Academic Profile**
  - [Grades](#)
  - [Grade Point Average by Term](#)
  - [Unofficial Transcript](#)
  - [Program Evaluation](#)
  - [Test Summary](#)
  - [Transcript Request](#)
  - [Transcript Request Status](#)
  - [Enrollment Verification Request](#)
  - [Enrollment Verification Request Status](#)
  - [My Class Schedule](#)
  - [My Profile](#)
  - [Admission Status](#)

LOG OUT | MAIN MENU | STUDENTS MENU

**WebAdvisor** 3.1  
POWERED BY DATATEL

# HOW TO: REGISTER FOR CLASSES

**Chaminade University**  
INSPIRING SUCCESS

LOG OUT MAIN MENU STUDENTS MENU HELP

CURRENT STUDENTS Welcome Lono!

### Register for Classes

**ATTENTION - Adult Evening Online Students and Graduate Students. Please see bottom portion of this page for terms and conditions of registering for AEOP and Graduate courses.**

Term:

Starting On/After Date:  Ending By Date:

Subject	Course Level	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Sections Meeting After:  Sections Ending Before:

Mon  Tue  Wed  Thu  Fri  Sat  Sun

Course Title Keyword(s):

Location:  Academic Level:

Instructor's Last Name:

**SUBMIT**

**1. Select your Term\***

**2. Select your Subject**

**3. Select your Course Level**


**4. Click on Submit**

Accounting  
Anthropology  
Art  
Aerospace Studies  
Biology  
Business  
Chemistry  
Computer Information Systems  
Criminal Justice  
Criminal Justice Admin  
Communications  
Computer Science  
Economics  
Education  
English  
Entrepreneurship  
Environmental Science  
Finance  
French  
Forensic Science  
Geography  
Hawaiian  
History  
Hawaiian Leadership Training  
Interior Design  
Japanese  
Mathematics  
Master of Business Admin

2011-2012 Fall Day/Evening  
2011-2012 Summer Session II  
2011-2012 Summer Evening  
2011-2012 Summer Masters

Lower Division  
Upper Division  
Remedial  
Graduate  
Non-Course

# HOW TO: REGISTER FOR CLASSES

 **Chaminade University**  
INSPIRING SUCCESS

LOG OUT   MAIN MENU   STUDENTS MENU   HELP

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

CURRENT STUDENTS Welcome Lono!

### Section Selection Results

NOTICE FOR UNDERGRADUATE FRESHMAN: ENROLLMENT IN COHORT CLASSES IS LIMITED TO NEW FRESHMAN AND WEB REGISTRATION IS NOT ALLOWED. IF A COURSE SECTION IS PART OF A COHORT BLOCK IT WILL BE SO INDICATED UNDER THE MEETING INFORMATION.

**ATTENTION - Adult Evening Online Students and Graduate Students. Please see bottom portion of this page for terms and conditions of registering for AEOP and Graduate courses.**

Narrow my search

Re-sort my results

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Textbook	Credits	CEUs
<input checked="" type="checkbox"/>	2011-2012 Fall Day/Evening	Open	<a href="#">AC-201-01-1 Principles of Accounting I</a>		08/22/2011-12/02/2011 Lecture Monday, Wednesday, Friday 10:30AM - 11:20AM, Kieffer Hall, Room 31	E. Vargas	3 / 16	<a href="#">Click Here</a>	<input type="text" value="3.00"/>	
<input type="checkbox"/>	2011-2012 Fall Day/Evening	Open	<a href="#">AC-201-02-1 Principles of Accounting I</a>		08/22/2011-12/02/2011 Lecture Monday, Wednesday, Friday 11:30AM - 12:20PM, Kieffer Hall, Room 9	E. Vargas	9 / 16	<a href="#">Click Here</a>	<input type="text" value="3.00"/>	
<input type="checkbox"/>	2011-2012 Fall Day/Evening	Open	<a href="#">AC-202-01-1 Principles of Accounting II</a>		08/22/2011-12/02/2011 Lecture Monday, Wednesday, Friday 01:30PM - 02:20PM, Kieffer Hall, Room 9	E. Vargas	7 / 32	<a href="#">Click Here</a>	<input type="text" value="3.00"/>	

[Terms and Conditions for Registration](#)

General

• Registration is not complete until payment is made.

Place a check next to the intended course and section

Click Submit

# HOW TO: REGISTER FOR CLASSES

CURRENT STUDENTS

Welcome Lono!

## Register and Drop Classes

NOTICE FOR UNDERGRADUATE FRESHMAN: ENROLLMENT IN COHORT CLASSES IS LIMITED TO NEW FRESHMAN AND WEB REGISTRATION IS NOT ALLOWED. IF A COURSE SECTION IS PART OF A COHORT BLOCK IT WILL BE SO INDICATED UNDER THE MEETING INFORMATION.

**ATTENTION - Adult Evening Online Students and Graduate Students. Please see bottom portion of this page for terms and conditions of registering for AEOP and Graduate courses.**

Name Lono A. Stender

Highlight Register from drop down menu

Action for ALL Pref. Sections (or choose below)

Register  
Remove from List

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2011-2012 Fall Day/Evening	<a href="#">AC-201-01-1 Principles of Accounting I</a>		08/22/2011-12/02/2011 Lecture Monday, Wednesday, Friday 10:30AM - 11:20AM, Kieffer Hall, Room 31	E. Vargas	3 / 16	<input type="text" value="3.00"/>	
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2011-2012 Summer Evening	<a href="#">BU-224-90-2 Applied Business Statistics</a>		07/05/2011-09/14/2011 Lecture Days to be Announced, Times to be AnnouncedOnline, Room INT	E. Colon	9 / 16	<input type="text" value="3.00"/>	
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2010-2011 Summer Masters	<a href="#">MBA-707-01-3 Negotiations &amp; Conflict Resol.</a>		07/06/2010-09/14/2010 Lecture Tuesday 05:45PM - 09:50PM, Henry Hall, Room 107	L. Price	14 / 23	<input type="text" value="3.00"/>	
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2010-2011 Summer Masters	<a href="#">MBA-800-90-3 Strategic Management</a>		07/06/2010-09/14/2010 Seminar Days to be Announced, Times to be AnnouncedOnline, Room INT	P. Sklansky	2 / 16	<input type="text" value="3.00"/>	
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2009-2010 Spring Masters	<a href="#">MBA-800-01-3 Strategic Management</a>		04/09/2010-06/11/2010 Seminar Friday 05:45PM - 09:50PM, Kieffer Hall, Room 31	P. Sklansky	5 / 15	<input type="text" value="3.00"/>	
<input type="text" value="Register"/> <input type="text" value="Remove from List"/>	2009-2010 Winter Masters	<a href="#">MBA-706-01-3 Labor Relations</a>		01/12/2010-03/23/2010 Lecture Tuesday 05:45PM - 09:50PM, Henry Hall, Room 107	L. Price	10 / 23	<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.					

Click Submit

SUBMIT

# HOW TO: REGISTER FOR CLASSES

## Terms and Conditions for Registration

### General

- Registration is not complete until payment is made.
- Payment in Full is due by the first day of the term.
- Students who have an outstanding balance with the University by the third week of class will be withdrawn from the class.

### Financial Aid/Assistance/Scholarship

- Financial assistance that is still "Pending" will **not** be considered as payment on your account.
- To prevent being withdrawn, make your Financial Aid arrangements early enough so that funds will be received in your account prior to the first day of class.

**TAVA Benefits** - For students receiving Military Tuition (TA) or VA benefits, please make prior arrangements with Chaminade's Business Office (808)739-4634 or (808)735-4898.

For Adult Evening Online Students ONLY, beginning Summer Evening 2011, we will offer a Tuition Payment Plan as a form of payment. Please contact an AEOP advisor for more information or you can log on to [www.afford.com](http://www.afford.com). Enrollment for the AEOP Tuition Payment Plan will begin 5/30/11.

**Chaminade Email Account** – Chaminade Email Account – All University communications will be sent to your CUH email account.

- It is imperative that you check your CUH email account regularly.
- Some communications may be time sensitive and require a response.

**Viewing Your Account Balance** – You are reminded that you may view your account balance anytime by selecting "Financial Information," then "Account Summary" from the main Student menu in WebAdvisor.

***It is strongly suggested that you print this page for your records.***

Review CUH Policies

# HOW TO: REGISTER FOR CLASSES

## \*KEY TO CHAMINDE DAY UNDERGRADUATE TERMS

### DUG TERMS

1. Fall Day / Evening
2. Spring Day / Evening
3. Summer Session I
4. Summer Session II

Chaminade terms are based on the current academic year beginning with the summer session.

### EXAMPLES:

1. 2011 Fall Day / Evening – 2011FA
2. 2012 Spring Day / Evening – 2011SP
3. 2012 Summer Session I – 2011SS1
4. 2012 Summer Session II – 2012SS2