

SiS – Swapping a Class in Classic View

1. Log into Student Self Service (SiS). If you have forgotten your password, you can reset it by using mypassword.uml.edu. After logging in, the Student Center page should be displayed.

Student Center	2019 Winte	er Schedule		
My Advising Center	Deadlines	Class	Schedule	
Search Nan	20	ARHI 1010-062 REC (1209)	On-Line	GRANT ADDL ACCT ACCES
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Quick Links 🔻	>>			No Holds.
dvisement Report				
				To Do List
MOBILE VIEW				Vo To Do List
MOBILE VIEW				 ▼ To Do List No To Do's. ▼ Enrollment Dates
MOBILE VIEW	cial Aid			 To Do List No To Do's. Enrollment Dates Enrollment Appointment
MOBILE VIEW Finance and Finance STUDENT FINANCIAL (cial Aid Center Final	NCIAL AID CENTER	1	 To Do List No To Do's. Enrollment Dates Enrollment Appointment You may begin enrolling for the 2019 Spring Regular Academic

2. Under the Academics heading, select Enrollment.

Academics	
Student Center	
My Advising Center	
Search	
Plan	
Enrollment	
My Academics	
Quick Links	• (>>)
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MOBILE VIEW	



3. Select the term you wish to swap the class and continue. Select Term

	Term	Career	Institution
0	2018 Fall	Online & Continuing Education	University of Mass Lowell
0	2019 Winter	Online & Continuing Education	University of Mass Lowell
0	2019 Spring	Online & Continuing Education	University of Mass Lowell

4. The Select a class to swap page allows you to select the course you want to swap and also select the course you want to swap it with.

CONTINUE

	Swap a Class		
	1. Select a class to swap		
	Select the class you wish to swap then select the class you wish to replace it with.		
	2016 Fall Graduate University of Mass Lowell change term		
	Swap This Class		
	Select from your schedule EECE 5840: Prob & Random Processes	T	
	With This Class		
	Search for Class Class Search V search		
	Select from Shopping Cart Select from Shopping Cart OR Select		
L	Enter Class Nbr enter		
	My 2016 Fall Class Schedule		
	Student Center My Advising Center Search Plan Enrollment My Academics My Class Schedule My Weekly Schedule Add Drop Swap Edit Term Information		
	go to V 📎		

5. Search for a class you want by following the initial steps of Enrollment: Add process and add it to the shopping cart.

		Select from Shopping Cart		select	
6.	Select the		00		option

and select the class you just added into your shopping cart.

7. Click the **FINISH SWAPPING** button to finish the swapping process.