

# Complete the Prepare for Registration Checklist

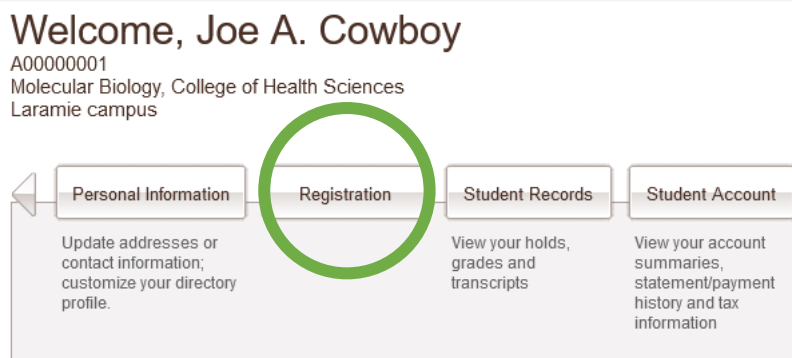
\*\*\*If you prefer, you can view this information in a video format, go to <https://youtu.be/kkuPFN87cz4>.

Please note there are older dates in the video but the general information is still accurate.\*\*\*

1. Go to [wyoweb.uwyo.edu](http://wyoweb.uwyo.edu) and click on the WyoRecords icon at the top of the screen.









2. Login to your account with your UW username and password.
  - If you have not created your WyoWeb account yet, click Obtain Username and Initial Password located in the upper right-hand corner which will appear in blue to begin. You can view a how to access your WyoWeb account video at <https://youtu.be/HwfS6YFDnXA>.
3. Once you get logged in, click the Registration box and then the Prepare for Registration option.



## Registration

What would you like to do?

 <p><b>Prepare for Registration</b> View registration status, update student term data, and complete pre-registration requirements.</p>	 <p><b>Register for Classes</b> Search and register for your classes. Make changes to your current schedule (Add/Drop/Withdraw).</p>
 <p><b>Plan Ahead</b> Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.</p>	 <p><b>Browse Classes</b> Looking for classes? In this section you can browse classes you find interesting.</p>
 <p><b>View Registration Information</b> View your past schedules and your ungraded classes.</p>	 <p><b>Browse Course Catalog</b> Look up basic course information like subject, course and description.</p>

4. Select Fall 2024 for the Terms Open for Registration and click Continue.

Select a Term

Terms Open for Registration

Fall 2024

Fall 2024

Summer 2024

Spring 2024

5. Before you are able to register for any classes, you will need to complete the checklist. It will be extremely helpful and time saving if you complete this before attending your New Student Day event. Click on the hyperlink to complete each section. Once you complete each section, you will see a green checkmark next to the item instead of a yellow triangle.

- **Health Insurance Coverage:** This is to purchase student medical insurance through UW. You do NOT need to select this health insurance coverage to have access to Student Health Service or already covered through a family insurance policy.
- **UW Alert Cell Phone:** This is for UW to contact you in case of an emergency or important update. You can also select to be sent a text message if a seat becomes available in a course you were originally waitlisted.
- **Addresses and Phone Numbers/Emergency Contacts/Non-UW Email Address:** You will update your emergency contact, mailing, billing, and permanent contact information.
- **Student Financial Responsibility Agreement:** This acknowledges that you understand that by registering for classes you are responsible for paying tuition and fees associated with enrollment.

6. You are all set once you complete the four areas above and they have a green checkmark instead of a yellow triangle. You will not be able to register for any classes until you meet with an advisor and they provide you with your personal PERC number.

## Registration Status

Home > Registration Status

You may register during the following times

From	Begin Time	To	End Time
June 1, 2024	08:00 am	Dec 15, 2024	11:59 pm

✓ You have no Holds which prevent registration.

⚠ You must make a selection on [Health Insurance Coverage](#).

⚠ You must verify/update your [UW Alert Cell Phone](#) number or your desire not to have one.

⚠ You must verify/update your [Addresses and Phone Numbers/Emergency Contacts/Non-UW Email Addresses](#).

⚠ You must complete the agreement on [Student Financial Responsibility Agreement](#).

✓ Your Academic Standing permits registration.

✓ Your Student Status permits registration.

If all of the above items on this page have a checkmark beside them, you may go to [Register for Classes](#) to proceed with registration.