

How to Register Online through myUB Portal

Step: 1

myUB Portal

myUB

Log in

- Log in to <https://myub.bridgeport.edu>

****NOTE**** Logging in for the first time?
You must first **change your password** before attempting to log in to myUB.
****Please wait 5 minutes after changing your password before trying to log in to the portal with your new password.****

If you do not have an account
Create a new UBNet Account

Please visit <http://bridgeport.edu/myub> and click on the logo to login.

Step: 2

Welcome Sandeep Mannava

All Sites

University Services Forms Library **Course Schedule** myUB Portal Help

Light Rain 38°F
Yahoo! Weather

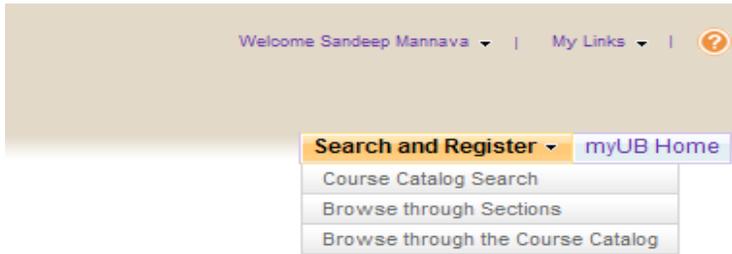
Quick Links

- IT Student Support
- myUB Portal Help
- Book Store
- Career Services
- Dining Menu
- The Red Flag Campaign
- All Campus Events

WebAdvisor

Once logged in to the portal, click on **“Course Schedule”** which is on the main menu bar.

Step: 3



TIPS:

Clicking on the main menu will take you the search and register page. From here, you can browse through sections, courses or search using any keywords.

Step 4:

Begin your search by choosing Courses or Sections and enter your criteria in the search box below:

Courses Sections

[Advanced Search](#)



Or try one of the browsing options below:

Browse for Courses by: [Subject](#) or [Academic Level](#)

or

Browse for Sections by: [Subject](#)

TIPS:

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For Example: If i am searching for Mathematics courses, I can just enter "Math" and hit search.

Step: 5

Courses Sections

math Advanced Search

Search

Sections Results

Results 1-30 of 100. Your search took 0.16 seconds.

Section Name	Title	Term	Faculty	Location	Meeting Info	Dates	Course Types	Credit
MATH-480-4W1	Math Modeling	Spring 2011	X. Weng	Main Campus	W 4:30 PM - 7:00 PM	1/19/2011 - 5/7/2011		3
MATH-109-12	Precalc Math	Fall 2010	X. Weng	Main Campus	T TH 9:00 AM - 10:45 AM	8/31/2010 - 12/17/2010		4
MATH-109-6T1	Precalc Math	Spring 2011		Main Campus	T TH 6:00 PM - 7:45 PM	1/18/2011 - 5/7/2011		4
MATH-109-11	Precalc Math	Fall 2010	D. Kraft	Main Campus	M W 9:00 AM - 10:45 AM	8/30/2010 - 12/17/2010		4
MATH-109-11	Precalc Math	Spring 2011	V. Krishnan	Main Campus	M W 9:00 AM - 10:45 AM	1/19/2011 - 5/7/2011		4
MATH-402-11	Adv Analysis II	Spring 2011	D. Kraft	Main Campus	T TH 4:30 PM - 5:45 PM	1/18/2011 - 5/7/2011		3
MATH-401-11	Adv Anlys for Scientists	Fall 2010		Main Campus		8/30/2010 - 12/17/2010		3
MATH-227-4R1	Discrete Structures	Spring 2011	X. Weng	Main Campus	TH 4:30 PM - 7:00 PM	1/20/2011 - 5/7/2011		3
MATH-227-4W1	Discrete Structures	Fall 2010	X. Weng	Main Campus	W 4:30 PM - 7:00 PM	9/1/2010 - 12/17/2010		3
MATH-100-12	Elementary Algebra	Spring 2011	H. Paulin	Main Campus	M W F 9:30 AM - 10:20 AM	1/19/2011 - 5/7/2011		3
MATH-203-4R1	Elem Stats	Spring 2011	Y. Wann	Main Campus	M W 4:30 PM - 7:00 PM	1/24/2011 - 5/7/2011		3

The search results screen will show all the math courses that are being offered. Select the course that you are planning to register. Please make sure that it is the right term and the right section.

Also, you can browse through sections/courses, select the subjects, and sort as desired, for better results. As shown below

University of Bridgeport Portal Course Catalog > Sections
[Sections](#)

Course Catalog Search
Browse through Sections
Browse through the Course Catalog

Title	Section Name	Term	Faculty	Location	Meeting Info	Dates	Course Types	Credits	CEUs	Subject
Subject: Accounting (39)										
Subject: Acup Basic Science (4)										
Subject: Acup Botanical Medicine (1)										
Subject: Acup Clinical Services (20)										
Subject: Acup Herbal Med Thry (7)										
Subject: Acup Pract & Tech (7)										
Subject: Acup Principles & Practice (1)										
Subject: Acup Psyc (1)										
Subject: Administration (34)										
Subject: Anatomy (12)										
Subject: Applied Medic (4)										

Step 6:

Mathematics 480-4W1 Math Modeling

Section Name: MATH-480-4W1
Departments: Mathematics
Prerequisites:
Academic Level: Undergraduate
Course Type:
Credits: 3
CEUs:
Comments:
Books: To Be Determined

Title	Name	Location	Faculty	Dates	Meeting Info	Available/Capacity
Spring 2011						
Math Modeling	MATH-480-4W1	Main Campus	X. Weng	1/19/2011 - 5/7/2011	W 4:30 PM - 7:00 PM, Dana Hall of Science, 33	23 /25
Show other offerings for this course						
 VIEW YOUR PREFERRED LIST						



Clicking on the course will take you to the course detail page. If registration is open for the course, you can see the **“Add to Preferred List”** button next to the course description. Click on the button, if you are planning to register for the course.

Step 7:

Mathematics 480-4W1 Math Modeling

Section Name: MATH-480-4W1
Departments: Mathematics
Prerequisites:
Academic Level: Undergraduate
Course Type:
Credits: 3
CEUs:
Comments:
Books: To Be Determined

Title	Name	Location	Faculty	Dates	Meeting Info	Available/Capacity
Spring 2011						
Math Modeling	MATH-480-4W1	Main Campus	X. Weng	1/19/2011 - 5/7/2011	W 4:30 PM - 7:00 PM, Dana Hall of Science, 33	23 /25
Show other offerings for this course						
 VIEW YOUR PREFERRED LIST						

You will see a **“successfully added”** message, once the course has been added to your preferred list. If you have added all the courses to the preferred list, you can click on **“view your preferred list”** to take you to the **registration and drop screen**.

Step 8:

University of Bridgeport Portal > Faculty

Register and Drop Sections

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Name Wendy M. Garcia

Action for ALL Pref. Sections (or choose below)

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty
<input type="text"/>	Spring 2011	MATH-480-4W1 (1836) Math Modeling	Main Campus	01/19/2011-05/04/2011 Lecture Wednesday 04:30PM - 07:00PM, Dana Hall of Science, Room 33	X. Weng 2

Current Registrations

Drop	Term	Pass/Audit	Section Name and Title	Location	Meeting Information	Faculty
<input type="checkbox"/>	Fall 2010		EDLD-850-BR1 (9539) Dissertation Rsrch/Advis	Main Campus	08/30/2010-12/17/2010 By Arrangement Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	G. .
<input type="checkbox"/>	Summer 2009		EDLD-850-A (5662) Dissertation Rsrch/Advis	Main Campus	05/11/2009-08/19/2009 Lecture Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	R. Mu

In the register and drop sections screen, you will see all the courses that you have added to the preferred list.

Step 9:

my ROLE Academics Alumni Resources Faculty/Staff Services Student Life Student Services University Services Forms Library Course Schedule myUB Portal

Register and Drop Sections

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Name Wendy M. Garcia

Action for ALL Pref. Sections (or choose below)

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/Capacity
<input type="text"/>	Spring 2011	MATH-480-4W1 (1836) Math Modeling	Main Campus	01/19/2011-05/04/2011 Lecture Wednesday 04:30PM - 07:00PM, Dana Hall of Science, Room 33	X. Weng	23 / 25

Drop Term Pass/Audit Section Name and Title Location Meeting Information Faculty

<input type="checkbox"/>	Fall 2010		EDLD-850-BR1 (9539) Dissertation Rsrch/Advis	Main Campus	08/30/2010-12/17/2010 By Arrangement Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	G. Alger
<input type="checkbox"/>	Summer 2009		EDLD-850-A (5662) Dissertation Rsrch/Advis	Main Campus	05/11/2009-08/19/2009 Lecture Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	R. Kirschmann, J. Mulcahy

If one of my choices is not available

ALL Allow me to adjust all

SUBMIT

You can register for individual courses, by dropping down the action menu and selecting register or

University of Bridgeport Portal > Faculty

my ROLE Academics Alumni Resources Faculty/Staff Services Student Life Student Services University Services Forms Library Course Schedule

Register and Drop Sections

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Name Wendy M. Garcia

Action for ALL Pref. Sections (or choose below)

RP Register
 RP Register Pass/Fail
 AU Audit
 RM Remove from List
 WL Waitlist

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Avg Caj
	Spring 2011	MATH-480-4W1 (1836) Math Modeling	Main Campus	01/19/2011-05/04/2011 Lecture Wednesday 04:30PM - 07:00PM, Dana Hall of Science, Room 33	X. Weng	23.

Current Registrations

Drop	Term	Pass/ Audit	Section Name and Title	Location	Meeting Information	Faculty
<input type="checkbox"/>	Fall 2010		EDLD-850-BR1 (9539) Dissertation Rsrch/Advis	Main Campus	08/30/2010-12/17/2010 By Arrangement Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	G. Alf
<input type="checkbox"/>	Summer 2009		EDLD-850-A (5662) Dissertation Rsrch/Advis	Main Campus	05/11/2009-08/19/2009 Lecture Days to be Announced, Times to be AnnouncedTo Be Announced, Room TBA	R. Kir Mulc

If one of my choices is not available

ALL Allow me to adjust all

SUBMIT

You can register for all the courses in the preferred list by selection the register from the action menu on the top as shown in the picture.

Step 10:

Registration Results

BACK

The following request(s) have been processed:

Term	Status	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
Spring 2011	Registered for this section		ACCT-101-11 (1021) Prin Accounting I	Main Campus	01/19/2011-05/04/2011 Lecture Monday, Wednesday 11:00AM - 12:15PM, Mandeville Hall, Room 3	B. Coppolella	3.00	

Here are all of the sections for which you are currently registered:

Term	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
Spring 2011		ACCT-101-11 (1021) Prin Accounting I	Main Campus	01/19/2011-05/04/2011 Lecture Monday, Wednesday 11:00AM - 12:15PM, Mandeville Hall, Room 3	B. Coppolella	3.00	

Here are all of the sections for which you are waitlisted (not registered):

Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
You are not currently waitlisted in any courses.							

OK

Upon successful registration, you will be taken to the "Registration Results" screen, where you can see all the courses that you are registered for. Please note - your registration is not complete until you see the results screen.

Register and Drop Sections x

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

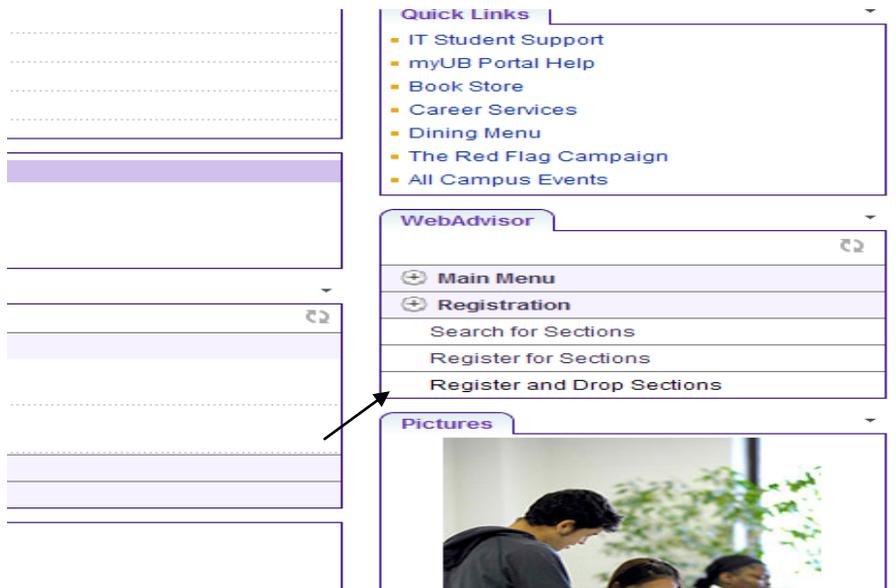
You are not eligible for registration.
Please see your advisor for registration approval.

Name Sandeep Mannava

Action for ALL Pref. Sections (or choose below)

Preferred Sections

For any reason you couldn't register because of a hold, restriction, or a pre-req you will be presented with an error message in red. Once you have the hold or restriction taken care of



You can click on the registration menu and choose "Register and Drop Sections" and complete registration.