Registration Tip Sheet

Use these tips and resources to complete your course registration. You will need your CCID and password.

I. Your Checksheet
Your program checksheet (example below) lists all of the required courses for your degree. A copy of your checksheet is attached to your admission email from the Faculty of Agricultural, Life and Environmental Sciences. Check your UAberita email at apps.ualberta.ca to view your checksheet.

II. Your Timetable
You need to register for both fall and winter terms. The first column of your checksheet lists all courses for Year 1 of your degree – a total of 10 courses, 5 per term.
- Students may wish to consider registering in 4 courses in their first term and 5 courses in their second term in order to gain a feel for academic courses.

On BearTracks, you will add each class to your ‘Schedule Builder’ until you have created one timetable for each term that works for you. When building your timetable, keep these tips in mind:
- Check out helpful BearTracks Tutorials at www.registrarsoffice.ualberta.ca/BearTracks-Resources.aspx
- Do not register in a course, if you have not completed the pre-requisite.
- Balance your timetable between your fall and winter terms and between days of the week – no day or term should be substantially more challenging than the other.
- We recommend students select their ALES specific courses fir (REN R, NU FS, AREC, HECOL, etc.) as these courses tend to have more limited offerings. Once these courses are in your schedule you can build your schedule around them.

III. Pre-Professional Study
Some programs like Forest Business Management, Dietetics Specialization and others require pre-professional study before students are able to apply. If you intend on pursuing on of these non-direct entry programs, please consult the program’s admission requirements as this may guide your course registration.

IV. Get Additional Help
Be sure to attend a Registration Workshop for one-on-one assistance through course registration process.