Students should register for courses via WebSTAR. To register for courses you will need to complete the following:

- Locate the Course Schedule
  - Located on DCRS Student Resources Page: Bookmark this page for future reference
  - The schedule will be sent to the DCRS listserve regularly with updates.
- Refer to Course List (Includes Course Descriptions and Prerequisites)
  - Located on DCRS Student Resources Page
- Select your courses and locate the five digit Course Reference Number (CRN) found on the schedule
  - For online courses: be sure to review E-live times (online meeting times) listed on schedule to avoid conflicts
  - For assistance with course selection and degree planning if your surname starts with letters between A-M, please contact Lee Shazier at lshazier@nova.edu; if your surname starts with letters between N-Z, please contact Tathiana Noel at mezamour@nova.edu.
  - Degree plans can also be located on the DCRS Student Resources Page
- Once you have selected your course and have the CRNs: Login to WebSTAR
  - You will need your NSU Sharklink ID and Password
  - Students can use WebSTAR to register for classes, view grades and transcripts, pay tuition and fees, and also access financial aid information.
  - Registration Instructions
  - Course Drop Instructions
  - If you are getting registration errors, please review the additional registration information below.
- Review your schedule on WebSTAR
  - Instructions
- After you have registered please be sure review the updated schedules posted periodically on the DCRS Student Resources Page and sent via the DCRS listserve throughout the registration period.
  - Look out for changes that may affect your registration such as changes in E-live times or professor.
The following are errors you may receive during the registration period

- **Cap Error:** Courses have enrollment limits. If you receive a message stating that a course is closed you may contact the department to confirm if there are any seats left in the course.

- **Prerequisite Error:** After reviewing the prerequisites for the course which can be found on the Course List, if you feel you are receiving this message in error please contact the department.
  
  *Courses received by transfer of credit will not show in the system as satisfying a prerequisite for a course so you must contact the department to override the prerequisite error*

- **Last Course Drop:** If you are interested in dropping your last registered course during the registration period you must contact the department via email to request to be dropped. If a you will not be taking any courses during a term, you must submit a leave of absence form located on the website at the following link:
  
  [http://chass.nova.edu/students/resources/index.html](http://chass.nova.edu/students/resources/index.html)

- **Credits Max:** You may self-register for a maximum of 9 credits. If you have a GPA of 3.5 or higher, are in good academic standing, and have no incompletes, you may request to be registered by the department via email for an additional 3 credits.
  
  *If your forth course is Doc Seminar (1 credit) there is no approval needed but your registration request must be sent to the department via email.*

For assistance with registration you may contact

Program Manager: **Lee Shazier**, lshazier@nova.edu ☎️ 954-262-3001  
Department Assistant: **Tathiana Noel**, mezamour@nova.edu ☎️ 954-262-3034