

Frequently Asked Questions for SUNY Online Students **SUNY Canton's Course Registration Process**

I Paid My Deposit. When Can I Register for Courses?

The clearing of your enrollment deposit triggers staff on campus to finalize your transfer evaluation and inform your dean's office that you're ready for next steps. They will review your evaluation and craft your enrollment and registration package (i.e., registration instructions; suggested course recommendations; pin; GER list; etc.). They will then email this info to your SUNY Canton email account.

How Can I Access My Transfer Course Evaluation/Degree Audit?

Log into your UCanWeb account. From the Main Menu, click Student Menu, Student Records, Degree Evaluation.

When Will I Hear from My Academic Advisor? Is There Someone I Can Speak With?

You will coordinate registration for your first semester through your Dean's Office. A member of the team will then assign you a faculty advisor in UCanWeb- one you will work with through your final semester of study to conduct future advising sessions.

Success Tip: We recommend students reach out and introduce themselves once their assignment is updated and reflected in UCanWeb.

How Do I Know Which Classes to Register For?

Pay attention to the suggested list of classes/degree requirements provided by the dean's office. Where possible, please register for SUNY Online sections (designated by the 'SON' section indicator). While some specific courses are required in your curriculum, you may have the option to pick from a selection of approved courses when looking to fill certain degree requirements (i.e., liberal arts electives, program electives, General Education Requirement (GER) courses, upper-level electives, etc.).

What Happens If I Receive an Error Notification When Trying to Register for Classes?

First, read through the notification. If you think you're positioned for entry into a course without the pre-requisite listed or are trying to secure a seat within a full section, follow the prompts on the screen to navigate your way through the workflow process. If you have questions, reach out and contact your dean's office, success coach or academic advisor.

How Do I Get On the Waiting List for a Specific Course Section?

If you try to register for a course that is full, you will receive a pop-up notification prompting you to reach out to your academic dean's office. HCM students can email sbla@canton.edu / Crime Analysis & Cyber students can email shcj@canton.edu.

What's the Difference Between the Different Types of Online Courses at SUNY Canton?

SUNY Canton offers an array of online course types at the university, so students are encouraged to pay special attention to this detail when registering for courses. Please refer to page two for a breakdown and descriptions of the different online course types.

How Do I Tell Which Course Sections Are Dedicated to SUNY Online Students?

SUNY Online courses are asynchronous (100%) online courses, which run in the Blackboard Ultra Learning Management System (LMS). When searching for SUNY Online course sections, use the advanced search option, select 'SUNY Online' under the Attribute field, and run your search. SUNY Online courses are tagged with the 'SON' section designator in your list of results.

Why Should I Use the Advanced Search Feature When Looking Up Courses in UCanWeb?

The advanced feature allows you to filter down your search from a single or multi-layered approach, via the selection of different options under key categories of information (i.e., instructor, campus, area of study, instructional method, etc.). When used, it provides students with a more targeted listing of search results.

Connect with Your SUNY Online Student Success Team

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Individual Virtual or Phone Appointments by Request!

SUNY Canton
Course Section Codes & Definitions

Section Designator	Mode	Definition
OH#	Online Lecture w/On Campus Lab	Lecture fully online, lab is face-to-face (on campus).
OR#	Online Lecture w/Rotated Recitation	Lecture online, with a face-to-face rotation for recitation.
CO#	Clinical face-to-face off Campus	Face-to-face, off-campus (i.e. hospital, etc.).
LO#	Lab face-to-face On Campus	Labs face-to-face (on campus).
LH#	Lab face-to-face On Campus w/Rotation	Labs that are taught face-to-face (on campus) with a rotation of student groups, while other students will watch the same lab (online) and gather data during the assigned course time.
LW#	Labs Fully Online	Labs that are taught fully online, with no face-to-face component.
OO#	Face-to-face Lecture	Lectures taught face-to-face (on campus).
OF#	Flex	Students seamlessly switch among the modalities (online, face-to-face, real-time) according to their needs, availability, or preference. Students select the attendance option on a per class basis.
OM#	Merged	Combines online and on-campus students into one class. Has attendance requirements.
SW#	Online During Real-Time	Synchronous Online: Course is taught fully online, but students must attend at a designated time.
OW#	Online	Course is taught fully online.

Definitions

Recitation: Work outside of lecture where smaller groups of students learn how to apply the information they have learned in lecture, get clarification on the lecture/notes, and can ask additional questions.

Synchronous (real-time): Students are required to attend the online course at a designated time.

Asynchronous (not at the same time): Students can access the online course at any time (course due dates must be met).

UCanWeb Course Registration Screen Shot of Advanced Search Feature:

Class Schedule Search

SUNY Canton Offers Textbook Free or Low Cost-your course does not require a textbook, or all required materials (including equipment that r

Subject: All
Accounting
 Agribusiness Management
 Air Conditioning/Heating & Plmb
 Alt & Renewable Energy Systems
 Anthropology
 Applied Behavior Analysis
 Art
 Automotive Technology
 Biology

Course Number:

Title:

Schedule Type: All
Lab
 Lecture

Instructional Method: All
Asynchronous Online
 Flex Online or Face to Face

Credit Range: hours to hours

Campus: All
Flex Course
 Main Campus-Cornell Drive

Course Level: All
Undergraduate

Part of Term: All
Non-date based courses only
 1st_Seven_Week_Session
 2nd Module Intensive Schedule

Instructor: All
Abel, Timothy J.
 Aidun, Rashid

Attribute Type: All
American History - GER 4
 Basic Communication - GER 10

Start Time: Hour Minute am/pm am

End Time: Hour Minute am/pm am

Days: Mon Tue Wed Thur Fri Sat Sun

RELEASE: 8.7.2.6S

