# CalCentral: Registration





This is the page you will see when you log in to CalCentral. From this page you can access the My Academics page to enroll in classes as well as the MyFinances page to see your fees and make payments.

Only once you have enrolled in classes and paid your fees will you be considered fully registered.





### Step 1

### Click the My Academics link.



My Academics	
Profile	Class Enrollment SUMMER 2017
Blue Bear	Term: Summer 2017
	Consult with an advisor if you have any questions.
	Activity When
Maior Graduate Non-Degree/Non-FinAid	1. Schedule of Classes Prior to Dec 18
Summer Domestic Visitor GR	2. Schedule Planner Dec 5
	3. Class Enrollment Sun Dec 18   9:00 AM -
Status and Holds	Choose classes for the upcoming semester.
	Learn more about enrollment rules and information.
Status	Enrollment Period
	Session B Begins Sun Dec 18   9:00 AM
rou are not registered for any upcoming semesters.	Session E Begins Sun Dec 18   9:00 AM
Active Holds	Session C Begins Sun Dec 18   9:00 AM
fou have no active holds at this time.	Session D Begins Sun Dec 18   9:00 AM
	Session A Begins Sun Dec 18   9:00 AM
Academic Records	4. Class Adjustment After Dec 18
Bequest LAW Transcript	Enrolled Classes
Request Transcript	Add   Drop   Swap   Options   Withdraw
Request Enrollment Verification	Graduate When Units
	MATH 1A DIS MTuWThF 9:00A-9:59A
	MATH 1A LEC MTuWThF 8:00A-8:59A 4.0
	Total Units: 4.0
Daulaulau	
DETKEICY © 2017 UC Regents	C 🖬   Usage Policy   About   Suppor

### Step 2

The Class Enrollment section display your enrollment period (date and time on which you are able to add classes). Please note you cannot add classes until your enrollment period begins.





### Step 3

### Click the Add link.



### CALCENTRAL

### Return to My Academics

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling.

### 2017 Summer | Graduate | UC Berkeley

	<b>O</b> 05	sen Closed	A Walt List
Add to Cart:	2017 Summer Shopping	Cart	
enter	Your enroll	ment shopping cart is i	empty.
Find Classes			
(e) Class Search			
search			

My 2017 Summer Class Schedule

You are not registered for classes in this term.

Step 4

Enter the desired class number into the **Enter Class Nbr** field.





### 2017 Summer | Graduate | UC Berkeley

Add to Carts	2017 Summer Shopping Cart
inter Class Nbr	
12088 enter	Your enrollment shopping cart is empty.
Find Classes	
( Class Search	
The second s	

You are not registered for classes in this term.

Step 5

Click the **Enter** button.



2013	7 Summer	Graduate	1 UC Berkeley			
14	TH 1A	- Calcul	us			
ectu	re selected:					
		Sect	on 001	100102		
		MoTu	WeThFr 8:00AM - 8:59AM C	ory 289		
			0	00000	Closed Awa	in size
			THE REAL PROPERTY AND ADDRESS OF THE PARTY O			
Sele	ect Discu	ssion sc	etion (Required):			
Sela	Class Nhr	ssion se Section	schedule	Room	Instructor	Status
Sela	Class Nbr 12090	Section <u>101</u>	Schedule Schedule MotuWethFr 9:00AM - 9:59AM	Room Cory 241	Instructor Staff	Status
Sele	Class Nbr 12090 12091	Section 101 201	Schedule Schedule MoTuWeThFr 9:00AM - 9:59AM MoTuWeThFr 11:00AM - 11:59AM	Room Cory 241 Etcheverry 3111	Instructor Staff Staff	Statu
	Class Nhr 12090 12091	Section 101 201	CLION (REQUITED): Schedule MotuwethFr 9:00AM - 9:59AM MotuwethFr 11:00AM - 11:59AM	Room Cory 241 Etcheverry 3111	Instructor Staff Staff	St
	Class Nbr 12090 12091	Section <u>101</u> <u>201</u>	Schedule Schedule MotuwethFr 9:00AM 9:59AM MotuwethFr 11:00AM - 11:59AM	Room Cory 241 Etcheverry 3111 w All Sections	Instructor Staff Staff First 🖸 1-2 of	Stal

Step 6

Select the desired discussion or lab section.





Step 7

Click the **Next** button.



2017 Sur	nmer   Graduat	e   UC Berkeley					
MATH	1A - Calcu	lus					
Class Pr	eferences						
матн	1A-001	Lecture Oper		Wait List	wait list	if class is full	
MATH	1A-101 I	Discussion 🔴 Oper		Permissio	n Nbr		
Session	Session (	c		Grading	Graded		~
Career	Undergra	aduate		Units	4.00		
	-				CA	NGEL	EXT
	Component	Days & Times	1	moos	Instructor	Start/En	d Date
Section	component		_				
Section 001	Lecture	MoTuWeThFr 8:00AM - 8:59AM	Cory	89	Staff	06/19/201 08/11/201	17 -

Step 8

Click the **Grading** list drop down.



### CALCENTRAL Return to My Academics 2017 Summer | Graduate | UC Berkeley MATH 1A - Calculus **Class** Preferences Wait list if class is full MATH 1A-001 Wait List Lecture Open MATH 1A-101 Disc Ones Session C Grading Career Undergraduate Units 4.00 GANGEL NEXT nt Days & Times Start/End Date Section Comp Room Instructor MoTuWeThFr 8:00AM - 8:59AM 06/19/2017 -001 Lecture Cory 289 Staff 08/11/2017 MoTuWeThFr 9:00AM - 9:59AM 06/19/2017 -Cory 241

Staff

08/11/2017

101 D

### Step 9

Select the **Elective** 

Satisfactory/Unsat option if you wish to receive a Pass or No Pass on your transcript instead of a letter grade. Before selecting this option, check with your home university to be sure they will accept classes without a letter grade.



2017 Sun	imer   Graduat	e   UC Berkeley				
	10.12.20	5				
MATH	1A - Calcu	lus				
class Pr	eferences					
матн	1A-001	Lecture Open	Wait L	ist [	Wait list if	class is full
MATH	1A-101 I	Discussion Open	Permis	ision Nbr		
Session	Session (	c	Gradin	a 🔳	ective Satis	factory/Unsat
Career	Undergra	aduate	Units	4	00	
					CANO	NEXT
		Days & Times	Room	In	tructor	Start/End Date
Section	Component					
Section 001	Lecture	MoTuWeThFr 8:00AM - 8:59AM	Cory 289	Staff		06/19/2017 - 08/11/2017

Click the **Grading** list.



2017 Sun	imer   Graduat	e 1 UC Berkeley			
MATH	1A - Calcu	lus			
Class Pr	eferences				
MATH	LA-001	Lecture Open	Wait Lis	t 🗌 Wait list if	class is full
MATH	IA-101	Discussion 🔴 Open	Permiss	ion Nbr	
Session	Session	c	Grading	Elective Satis	factory/Unsat
Career	Undergri	aduate	Units	4.00	
				GANC	IEL NEXT
			-		and the state of the state
Section	Component	Days & Times	Room	Instructor	Start/End Date
Section 001	Component Lecture	Days & Times MoTuWeThFr 8:00AM - 8:59AM	Room Cory 289	Instructor	Start/End Date 06/19/2017 - 08/11/2017

Select the **Graded** option if you wish to receive a letter grade (A, B, C, etc.) on your transcript.



2017 Sun	mer   Graduat	te ] UC Berkeley			
HTAN	1A - Calcu	lus			
lass Pr	eferences				
матн	1A-001	Lecture Open	Wait List	wait list if	class is full
MATH	1A-101	Discussion 🔴 Open	Permission	Nbr	
iession	Session	c	Grading	Graded	<b>v</b>
areer	Undergri	aduate	Units	4.00	
				CAN	IL NEXT
ection	Component	Days & Times	Room	Instructor	Start/End Date
ection 001	Component	Days & Times MoTuWeThFr 8:00AM - 8:59AM	Room Cory 289	Instructor Staff	Start/End Date 06/19/2017 - 08/11/2017

Click the **Next** button.



Select Validate to have	rt to temp ve the sys	orarily save cl tem check for	asses until it is possible conflic	time to enrol ts prior to en	l for this term rolling.	ii.		
MATH 1A has b	een adde	d to your Sh	opping Cart.					
17 Summer   Gradual	te   UC Be	rkeley	Open	Closed	Await (	.ist		
Add to Cart:	2017	Summer Shop	ping Cart	Para	1 miles in the second		No.	
Find Classes		MATH 1A-001 (12088)	MoTuWeThFr 8:00AM - 8:59AM	Cory 289	Staff	4.00	•	
		MATH 1A-101	MoTuWeThFr	Corv 241	Staff			



Select the class or classes from the 2017 Summer Shopping Cart list you wish to enroll.



You are not registered for classes in this term.

### CALCENTRAL Return to My Academics Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling. MATH 1A has been added to your Shopping Cart. 2017 Summer | Graduate | UC Berkeley Open Closed AWait List Add to Cart: Enter Class Nbr Select Class Days/Times Room Instructor Units State enter MeTuWeThFr MATH 14-001 8:00AM -Cory 289 Staff 4.00 0 Find Classes (12088) 8:59AM Class Search MoTuWeThFr MATH 1A-101 search 9:00AM -Cory 241 Staff . (12090) 9:59AM

for selected: delete validate enroll

My 2017 Summer Class Schedule	
You are not registered for classes in this term.	

### Step 14

Click the **Enroll** button to enroll in the selected classes.



CALCE	NTRAL						
Return to Sho	pping Cart						
Shopping Ca	rt				- 17-		
2. Confirm o	lasses				-		
without adding	these classes, selec	t Cancel.	Clo	sed 📐	/ait List		
Class	Description	Days/Times	Room	Instructor	Units	Status	
MATH 1A-001 (12088)	Calculus (Lecture)	MoTuWeThFr 8:00AM - 8:59AM	Cory 209	Staff	4.00	۲	
MATH 1A-101	Calculus	MoTuWeThFr		1 23,0220		111/10/10/10	

CANCEL PREVIOUS FINISH ENROLLING

Step 15

Click the **Finish Enrolling** button to complete your enrollment activity.



	306-31/	
Shopping Cart		1-2-3
3. View results		Construction of the
	STREET FEATURE FAIL FAIL FAIL FAILER CAPITION FEATURE FRANK FAILS	
1017 Summer   Graduat	UC Darkaley     Successi enrolled     X Errori unable to a	fd class
1017 Summer   Graduat Class	UC Barkaley      Success enrolled      Message	dd class

Click the Add Another Class button to add more classes to your shopping cart. Repeat steps 4 - 16 to enroll in additional classes.



Return to Shoppi	ng Cart	
Shopping Cart		
3. View results		
View the following	status report for enrollment confirma e   UC Berkeley	ions and errors:
View the following	status report for enrollment confirma e   UC therkeley Successi enrolled	ions and errors:
View the following	status report for enrollment confirma e   UC therkeley Success: enrolled Message	Errors unable to add class

Step	1	7
------	---	---

Click the **Return to Shopping Cart** link if you do not wish to enroll in additional classes.

https://bcswebqat.is.berkeley.edu/psc/bcsqat/EMPLOYEE/HRMS/c/SA\_LEARNER\_SERVICES\_...



# CALCENTRAL Celebratics Return to My Academics Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling. 2017 Summer | Craduate | UC Berkeley 2017 Summer Shopping Cart. Inter Class fibr Your enrollment shopping cart is empty. Find Classes Class Sizearch Search

		*Encol	ed 🛞	Oropped	Wait Lis	hed
Class	Description	Days/Times	Room	Instructor	Units	Status
MATH 1A-001 (12088)	Calculus (Lecture)	MoTuWeThFr 8:00AM - 8:59AM	Cery 289	Staff	4.00	-
MATH 1A-101 (12090)	Calculus (Discussion)	MoTuWeThFr 9:00AM - 9:59AM	Cory 241	Staff		1

https://calcentral-dev.berkeley.edu/academics?ucUpdateCache=enrollment

Step 18

Click the **Return to My Academics** link to return to the CalCentral Student Portal.





### Step 19

Classes you are enrolled in are displayed under the Class Adjustment Section of the MyAcademics Section.



### CalCentral: Fee Payment



### Step 20

### Click the My Finances link.



### CalCentral: Fee Payment



Step 21

Click the **Make Payment** link to pay your fees.

https://calcentral-dev.berkeley.edu/higher\_one/higher\_one\_url





# Click the Pay link.

(hvn1webce4)



### CalCentral: Fee Payment



Step 23

v

### Click the **Checkout** button.





Only secure content is displayed. What's the risk?

Show all content



Step 24

### Click the Pay by credit card.



### Click the **Continue Checkout** button.

https://commerce.cashnet.com/cashnetw/selfserve/SelectPmtType.aspx





You will be able to review this transaction before it is final. Continue Checkout

(hvn1webce4)

Step 26

Enter your credit card number into the **Credit Card Number** field.





Credit Card Number Expiration Month Expiration Year	4242424242424242 × * Select Month ♥ Select Year ♥ *
Cardholder Name	· · · · · · · · · · · · · · · · · · ·
Address	* Enter the address where you receive the bill for this card.
City	
State/Province/Region	
Zip/Postal Code	
Country	United States
Email Address	· · · · · · · · · · · · · · · · · · ·

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

Step 27

### Select the Expiration Month list.







You will be able to review this transaction before it is final. Continue Checkout

(hvn1webce4)

### Step 28

### Select the expiration day.





Credit Card Number	4242424242424242	
Expiration Month	03 💌 *	
Expiration Year	Select Year 💙	
Cardholder Name		
Address		* Enter the address where you receive the bill for this card.
City		1
State/Province/Region		1
Zip/Postal Code		t i statistica de la companya de la
Country	United States	✓
Email Address		r -

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

### Step 29

### Select the Expiration Year.





### Credit Card Number VISA Expiration Month ~ • ~ ЈСВ Expiration Year Cardholder Name Address Enter the address where you receive the bill for this card. City State/Province/Region Zip/Postal Code $\mathbf{v}$ United States Country Email Address

(Optional) Please provide a name for this payment method to be saved for future use:

You will be able to review this transaction before it is final. Continue Checkout

(hvn1webce4)

### Step 30

### Enter the Cardholder Name.





### Enter your credit card information and click 'Continue Checkout'

Credit Card Number	4242424242424242	
Expiration Month	03 🗸	
Expiration Year	2017 🗸	
Cardholder Name	Blue Bear ×	
Address		* Enter the address where you receive the bill for this card.
City		•
State/Province/Region		•
Zip/Postal Code		•
Country	United States	×
Email Address		•

(Optional) Please provide a name for this payment method to be saved for future use: ex: NyCreditCard

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

# Step 31

### Enter the Address.





 $\mathbf{v}$ 

You will be able to review this transaction before it is final.

Continue Checkout

Step 32

# Click the \* Please enter a valid city. object.

Zip/Postal Code

Country Email Address United States

(Optional) Please provide a name for this payment method to be saved for future use:

(hvn1webce4)

Berkeley





Expiration Year	2017 .	
Cardholder Name	Blue Bear	• • • • • • • • • • • • • • • • • • • •
Address	1995 University Ave	* Enter the address where you receive the bill for this card.
City		r
State/Province/Region		*
Zip/Postal Code		*
Country	United States	✓
Email Address	l	•

Berkeley

You will be able to review this transaction before it is final. Continue Checkout

DISCOVER MasterCard VISA

(hvn1webce4)

# Step 33

## Enter the **City**.



Enter the address where you receive the bill for this card.

 $\mathbf{v}$ 

JCB

Email Address (Optional) Please provide a name for this payment method to be saved for future use:

United States

Blue Bear

Berkeley

1995 University Ave

ex: 'MyCreditCard'

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

Cardholder Name

State/Province/Region Zip/Postal Code

Address

Country

City

Step 34

# Click in the State/Province/Region field.





Credit Card Number	4242424242424242	
Expiration Month	03 🗸	
Expiration Year	2017 🗸	
Cardholder Name	Blue Bear	
Address	1995 University Ave	* Enter the address where you receive the bill for this card.
City	Berkeley	*
State/Province/Region		r de la companya de l
Zip/Postal Code		·
Country	United States	×
Email Address	[	•

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

Step 35

### Enter the State/Province/Region.





Credit Card Number	42424242424242
Expiration Month	
Expiration Year	2017 .
Cardholder Name	Blue Bear
Address	1995 University Ave * Enter the address where you receive the bill for this card.
City	Berkeley
State/Province/Region	California ×
Zip/Postal Code	
Country	United States
Email Address	1

You will be able to review this transaction before it is final. Continue Checkout

(hvn1webce4)

# Step 36

### Enter the **Zip/Postal Code**.





Credit Card Number	4242424242424242	
Expiration Month	03 🗸	
Expiration Year	2017 🗸	
Cardholder Name	Blue Bear	
Address	1995 University Ave	* Enter the address where you receive the bill for this card.
City	Berkeley	*
State/Province/Region	California	* · · · · · · · · · · · · · · · · · · ·
Zip/Postal Code	94720 ×	•
Country	United States	✓
Email Address		]

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

Step 37

### Click in the Email Address field.





Credit Card Number	4242424242424242	
Expiration Month	03 🗸	
Expiration Year	2017 🗸	
Cardholder Name	Blue Bear	
Address	1995 University Ave	* Enter the address where you receive the bill for this card.
City	Berkeley	1 Contraction of the second
State/Province/Region	California	11
Zip/Postal Code	94720	i t
Country	United States	✓
Email Address		ŀ

You will be able to review this transaction before it is final.

Continue Checkout

(hvn1webce4)

Step 38

### Enter your Email Address.





Credit Card Number	4242424242424242	
Expiration Month	03 🗸 •	
Expiration Year	2017 🗸	
Cardholder Name	Blue Bear	
Address	1995 University Ave	* Enter the address where you receive the bill for this card.
City	Berkeley	P
State/Province/Region	California	P
Zip/Postal Code	94720	t i statistica de la companya de la
Country	United States	✓
Email Address	blue@berkeley.edu ×	·

ex: WyCreditCard

You will be able to review this transaction before it is final. Continue Checkout

https://commerce.cashnet.com/cashnetw/selfserve/EnterPmtInfo.aspx

### Step 39

### Click the **Continue Checkout** button.







Click the box to indicate that I understand that my transaction includes a non-refundable service charge. The amount of the service charge is indicated.





### Click the **Continue Checkout** button.

https://commerce.cashnet.com/cashnetw/selfserve/FeeNotice.aspx





Please confirm the information below. When you are ready to make the payment, click 'Submit Payment'. If the information is not correct, select 'Shopping Cart' from the menu to edit or delete the transaction.

Items Selected		Amount
Balance		\$2,515.00
	Convenience Fee	\$69.16
	Total Amount	\$2,584.16

Payment Information	
Credit Card Number:	Visa XXXXXXXXXXXX4242
Expiration Date:	0317
Cardholder Name:	Blue Bear
Address:	1995 University Ave
City:	Berkeley
State/Province/Region:	California
Zip/Postal Code:	94720
Country:	United States
Email Address:	blue@berkeley.edu

Submit Paymer

(hvn1webce4)

https://commerce.cashnet.com/cashnetw/selfserve/confirm.aspx

### Step 42

### Click the **Submit Payment** button.





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Click the **Email Another Receipt** button.





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Click the **View Printable Receipt** button to view your receipt.



# CalCentral: Fee Payment

Print Receipt #850

Student Account Online

Receipt Number: 2977 Customer: BEAR, BLUE ePayment Current Date: 01/13/2017 Business Date: 03/20/2016

Description		Amount
Balance		\$2,515.00
	Service Charge Total	\$69.16 \$2,584.16
Payments Received		Amount
UCB SmartPay Visa XXXXXXXXXXX4242 Authorization # TEST77		\$2,515.00
UCB SmartPay Visa XXXXXXXXXXX4242		\$69.16
Authorization # TEST/7	Total	\$2,584.16

Thank you for the payment. If you need additional assistance, please contact Cal Student Central.

Step 45

Click the **Back** link.





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Click the **Sign Out** link to return to CalCentral.



### **CalCentral: Fee Payment**



### Step 47

Click the **My Finances** link to view you updated account balance.



CalCentral



### Step 48

Once you have enrolled in classes and paid your fees you are considered officially registered.

Now that you're finished, you can log out of CalCentral.

