



College of Engineering

Department of Civil, Environmental and Geodetic Engineering CEGSP Course Registration Information

Prior to Registration:

- **Registration Window.** Each student is assigned a unique scheduling window, called an enrollment appointment, at which time you can begin scheduling. To view this specific day AND time, please take a look at the “Enrollment Appointment -> Details” on the right hand side of your Student Center in [Buckeyelink](#).
- **Financial Responsibility Statement.** This needs to be done each and every semester you plan to enroll in classes at OSU. This can be completed in your [Student Center](#) on the right hand side under your “To Do” list. You cannot schedule for a given semester until you complete this.

Searching for Courses:

- **Search Schedule of Classes!** Filter for courses more efficiently by navigating to <https://registrar.osu.edu/courses/> > **Schedule of Classes** (see Figure 1).
 - Make sure you're enrolling in graduate sections of courses! See example of CE 5720 below for help with distinguishing sections.
 - Make sure you uncheck the "Show Open Classes Only" checkbox in order to see any wait-listed or closed sections of courses.
 - Expand the "Additional Search Criteria" section and search by Instructor Last Name - especially helpful for finding specific sections of research hours or independent study.

Registering for courses:

- **Graduate School guidelines** regarding registration instructions, course loads, and reactivation are available here:
 - <https://gradsch.osu.edu/pursuing-your-degree/course-registration>
 - <https://gradsch.osu.edu/handbook/3-1-registration-course-load#>
- **Research hours and independent study courses** (6999, 8999, etc.) - If you don't see a section of a particular course open for your advisor/instructor, please email Dina Galley (galley.4@osu.edu) ASAP so that an additional section can be added.
- **For course registration that requires instructor permission**, in lieu of emailing the Graduate School (see more info under [item #5](#)), CEGSP students may forward instructor permission to the CEGE Graduate Program Coordinator (Dina Galley, galley.4@osu.edu) for processing. All detailed information should be included (instructor email, name.# or OSUID, section #, and # of credits hours, if variable).

Related info:

- [AU20/SP21 Graduate Tuition and Fee Table](#)
- (International Students) OIA – Maintaining Status:
 - <https://oia.osu.edu/immigration-information/maintaining-status.html>
 - <https://oia.osu.edu/immigration-information/vacation-term.html>
- Summer Registration
 - 4 credit hours for a 50% (20-hr) Graduate Assistant (GA) in summer term
 - 6 credit hours for a fellowship student in summer term
 - 3 credit hours for a post-candidacy doctoral graduate student
 - Graduating students should always be enrolled in at least 3 credit hours in the semester they plan to graduate

Search for Classes

Enter Search Criteria

Search for Classes

Institution: The Ohio State University

Term: Autumn 2019

Select at least 2 search criteria. Select Search to view your search results.

Required - If you fail to enter a campus, you risk scheduling a class on the campus.

Campus: []

Class Search (select at least 2)

Subject: []

Course Number: is exactly []

Course Career: Graduate

Show Open Classes Only

Open Entry/Exit Classes Only

Additional Search Criteria

Meeting Start Time: greater than or equal to []

Meeting End Time: less than or equal to []

Days of Week: include only these days []

Mon [] Tues [] Wed [] Thurs [] Fri [] Sat [] Sun []

Instructor Last Name: begin with [] []

Class Nbr: []

Course Keyword: []

CIVIL EN 5720 - 0010 Transportation Engineering Data Collection Studies

The Ohio State University | Autumn 2019 | Lecture

Class Details

Status	Closed	Career	Graduate
Class Number	4534	Dates	8/20/2019 - 12/14/2019
Session	Regular Academic Term	Grading	Graded A-F
Units	3 units	Location	Columbus Campus
Instruction Mode	In Person	Campus	Columbus
Class Components	Lecture Required		

CIVIL EN 5720 - 0010 Transportation Engineering Data Collection Studies

The Ohio State University | Autumn 2019 | Lecture

Class Details

Status	Open	Career	Undergraduate
Class Number	6462	Dates	8/20/2019 - 12/14/2019
Session	Regular Academic Term	Grading	Graded A-F
Units	3 units	Location	Columbus Campus
Instruction Mode	In Person	Campus	Columbus
Class Components	Lecture Required		

Figure 1 - Search for Classes