



How to Register - Not College Ready in Reading, Writing, and Math

This how-to register guide is for students who have TSI scores on file, but are not college ready in Reading, Writing, and Math. Students who are not college ready need additional developmental courses for both Math and English. Students should have their degree plan available with notes from the advisor indicating which courses the student should register for.

[Math 1314, 1324, and 1384 have linked Math N0 sections](#). For example, Math 1314 section 80 is linked to Math N014 section 01. Students must register for their Math and Developmental Math as well as their English and Developmental English courses together, before registering for the rest of their courses.

1. In MySam in the Registration Tab, click **"Bearkat Registration Dashboard →"** within the **"Bearkat Registration Dashboard (Add / Drop Classes)"** box.

The screenshot shows the MySam website interface. On the left is a navigation menu with the following items: All Users, Campus Resources, My Account, **Registration** (highlighted with a black box), Employees, Faculty, and Students. The main content area has a dark blue header with the SHSU logo, navigation links (SHSUOnline, Blackboard, E-mail, SamWeb, Logout), and the 'My Sam' logo. Below the header, there are three main sections: 'Texas Success Initiative (TSI)' with a magnifying glass icon and a 'TSI Info →' button; 'Bearkat Registration Dashboard (Add / Drop Classes)' with a pencil icon and a green 'Bearkat Registration Dashboard →' button; and 'Complete Registration' with a checkmark icon and a list of links including 'Accept financial aid awards' and 'Check registration fee assessment'. A large blue arrow points from the 'Bearkat Registration Dashboard →' button to the 'Accept financial aid awards' link, with the text 'Click Here' next to it.



2. Select **"Add / Drop Classes"**

- If the **"Add/Drop Classes→"** button is grayed out, you will need to take care of any outstanding items, prior to accessing registration.

The screenshot shows the Bearkat Registration Dashboard for Sam Houston State University. The dashboard has a blue header with the university logo and the title "Bearkat Registration Dashboard". Below the header is a navigation bar with links: "Dashboard Home", "Pre-Registration Notices (Complete)", "Registration Holds", "Registration Time", and "Need to Know". The main content area is divided into four white boxes with blue headers: "Pre-Registration Notices" (with a checkmark icon and text "Your Pre-Registration Notices are complete"), "Registration Holds" (with an information icon and text "You have no holds preventing registration at this time"), "Registration Time" (with an information icon and text "Summer Semester: March 25, 2021 1:00 PM" and "Fall Semester: April 09, 2021 1:00 PM"), and "Need to Know" (with a checkmark icon and text "You have reviewed all need-to-know items" and a "View Items" button). At the bottom center, there is a blue button labeled "Add / Drop Classes →" which is highlighted with a black border. The footer contains the text "Sam Houston State University | Member The Texas State University System".

3. Click **"Register for Classes"** to access the registration portal.

The screenshot shows the Sam Houston State University Registration Portal. The header includes the university logo, the name "Sam Houston State University", and a navigation bar with links: "Banner Self-Service", "Student", and "Registration". The main content area is titled "REGISTRATION" and contains a section "What would you like to do?". This section has six cards with icons and text: "Prepare for Registration" (with a clipboard icon and text "View registration status, update student term data, and complete pre-registration requirements."), "Plan Ahead" (with a calendar icon and text "Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans."), "View Registration Information" (with a folder icon and text "View your past schedules and your ungraded classes."), "Register for Classes" (with a calendar icon and text "Search and register for your classes. You can also view and manage your schedule."), "Browse Classes" (with a magnifying glass icon and text "Looking for classes? In this section you can browse classes you find interesting."), and "Browse Course Catalog" (with a book icon and text "Look up basic course information like subject, course and description."). The "Register for Classes" card is highlighted with a black border.



4. Click the dropdown and select the **Term** you wish to register for and then click **Continue**.

Sam Houston State University

Student | Sign Out

Banner Self-Service Student Registration Select a Term

SELECT A TERM

Terms Open for Registration
Fall 2016

Continue

Select the Term You Wish to Register For

Click "Continue"

5. The student will need to add their core math first. Type **"MATH"** or **"STAT"** in the **Subject** box.
- A dropdown option stating **"Mathematics"** or **"Statistics"** will appear, select the option that applies.

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria

Term: Fall 2021

Subject Math

Course Number Mathematics

Keyword

Search Clear Advanced Search

Type "MATH"



REGISTRAR'S OFFICE

Sam Houston State University

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

www.shsu.edu
1- 866-BEARKAT

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject: Math

Course Number: Mathematics

Keyword:

Search Clear Advanced Search

Click Mathematics

6. Enter the course number in the Course Number box

- i.e. 1314, 1316, 1324, 1332, 1384, 1342, 1410, 1420

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject: x Mathematics

Course Number: 1332

Keyword:

Search Clear Advanced Search

Type in course number



7. Click "Search"

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject:

Course Number:

Keyword:

[Advanced Search](#)

Click Search

8. Browse and select a **MATH** or **STAT** course that best fits your schedule.

- The section number must be 80 or above since the student is not college ready in Math.
- The section number is in the fourth column over from the left.

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Student • Registration • Select a Term • Register for Classes

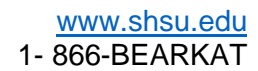
Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 15 Classes
Term: Fall 2021 Subject: Mathematics Course Number: 1332

College Mathematics Lecture	Mathematics	1332	80	3	80495	Fall 2...	Martin, Melissa (Primary)	S M T W T F S	09:00 AM - 09:50 AM	Type: Co-Req R	Main	FULL: 0 of 45	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add
College Mathematics Lecture	Mathematics	1332	81	3	80496	Fall 2...		S M T W T F S	10:00 AM - 10:50 AM	Type: Co-Req R	Main	4 of 45 seats rem...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add
College Mathematics Lecture	Mathematics	1332	82	3				S M T W T F S	11:00 AM - 11:50 AM	Type: Co-Req R	Main	2 of 45 seats rem...	Core II - Mathematics 14 Core II - Mathematics Exclude from Wait-List	Add

Section Number



Click **"Add"** next to the section you wish to register for



11. Remove the course number that was previously entered.
 - Leave **"Mathematics"** in the subject box.
12. Enter the developmental course number in the course number box.
 - This number will start with "N0" i.e. N014, N024, N084, N032, N042.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

[Advanced Search](#)

Type in course number

13. Click **"Search"**

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

[Advanced Search](#)

Click Search



14. Once you have chosen the section you wish to register for, select “Add”.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 12 Classes
 Term: Fall 2021 Subject: Mathematics Course Number: N032

Support for College Math Lecture	Mathematics	N032	05	Fall 2021	Fall 2...	S M T W T F S 12:00 PM - 12:50 PM Type: Co-Req R Main	5 of 28 seats rem...	Developmental TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit
Support for College Math Lecture	Mathematics	N032	06	1	80311	S M T W T F S 02:00 PM - 02:50 PM Type: Co-Req R Main	14 of 28 seats re...	Developmental TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit

Click “Add” next to the section you wish to register for

- **Reminder:** Math 1314, 1324, and 1384 have linked Math N0 sections, meaning one section must be taken with the other. For example, Math 1314 section 80 is linked to Math N014 section 01. Please refer to the reference table below for the list of linked courses.

Linked Corequisite Sections						
Area	College Level	Section	CRN	Linked with	Section	CRN
Math*	MATH 1314	80	80403	MATH N014	01	80289
	MATH 1314	81	80404	MATH N014	02	80290
	MATH 1314	82	80406	MATH N014	03	80291
	MATH 1314	83	80407	MATH N014	04	80292
	MATH 1314	84	80409	MATH N014	05	80293
	MATH 1314	85	80411	MATH N014	06	80294
	MATH 1314	86	80412	MATH N014	07	80295
	MATH 1314	87	80413	MATH N014	08	80296
	MATH 1314	88	80415	MATH N014	09	80297
	MATH 1314	89	80418	MATH N014	10	80298
	MATH 1314	90	80419	MATH N014	11	80299
	MATH 1324	80	80476	MATH N024	01	80300
	MATH 1324	81	80481	MATH N024	02	80301
	MATH 1324	82	80484	MATH N024	03	80302
	MATH 1324	83	80485	MATH N024	04	80303
	MATH 1324	84	80486	MATH N024	05	80304
	MATH 1324	85*	80487	MATH N024	06*	80305
		Online Section	Online Students Only		Online Section	Online Students Only
	MATH 1384	80	80529	MATH N084	01	80357
	MATH 1384	81	80530	MATH N084	02	80358



15. The Math course and the N0 course will populate in the summary section and the status will say “Pending.”

- DO NOT HIT SUBMIT.

Summary						
Title	Details	Hours	CRN	Schedule Type	Status	Action
<u>College Mathematics</u>	MATH 1332, 86	3	80501	Lecture	Pending	**Web Registered**
<u>Support for College Math</u>	MATH N032, 06	1	80311	Lecture	Pending	**Web Registered**

16. Select “Search Again” at the top right of your screen.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 12 Classes
Term: Fall 2021 Subject: Mathematics Course Number: N032

Support for College Math Lecture	Mathematics	N032	05	Fall 2021	Fall 2...	S M T W T F S 12:00 PM - 12:50 PM Type: Co-Req R Main	5 of 28 seats rem...	Developmental TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit	Add	
Support for College Math Lecture	Mathematics	N032	06	1	80311	Fall 2...	S M T W T F S 02:00 PM - 02:50 PM Type: Co-Req R Main	14 of 28 seats re...	Exempt from 3peat Calculation Developmental TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit	Add

Search Again

Click “Search Again”

18. Type in “ENGL” and select “English.”

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject engl

Course Number English

Keyword Teach English as Second Lang

Search Clear Advanced Search

Type “ENGL” and select English



19. Type in the course number “1301.”

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

Search Clear Advanced Search

These special characters are ignored: *!@#\$%&'[]() |. The % is allowed.

Type in course number

20. Click “Search”

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

Search Clear Advanced Search

These special characters are ignored: *!@#\$%&'[]() |. The % is allowed.

Click Search



21. Browse and select any section of English 1301 to register for. Once you have chosen a section, select **"Add"**.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 61 Classes
Term: Fall 2021 Subject: English Course Number: 1301

Title	Subject Description	Course No.	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Action
Composition I Lecture	English	1301	21	3	80135	Fall 2...	Jones, Philig (Primary)	S M T W T F S 03:00 PM - 04:15 PM Type: Lecture B	Main	3 of 24 seats rem... 999 of 999 waitlist...	Core I - English 14 Core I - Communication Writing Enhanced	Add
Composition I Lecture	English	1301	22	3	80136	Fall 2...		S M T W T F S 08:00 AM - 08:50 AM Type: Lecture B	Main	10 of 24 seats re... 999 of 999 waitlist...	Core I - English 14 Core I - Communication EWCAT Writing Enhanced Core I - English	Add

Click **"Add"** next to the section you wish to register for

22. You should now have both Math courses and one English course **"Pending"** in your Summary.
- **DO NOT HIT SUBMIT.**

Summary						
Title	Details	Hours	CRN	Schedule Typ	Status	Action
Composition I	ENGL 1301, 16	3	80130	Lecture	Pending	**Web Registered**
Support for College Math	MATH N032, 09	1	80314	Lecture	Pending	**Web Registered**
College Mathematics	MATH 1332, 81	3	80496	Lecture	Pending	**Web Registered**



23. Click **"Search Again"** at the top right of your screen.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 61 Classes
Term: Fall 2021 Subject: English Course Number: 1301

Title	Subject Description	Course#	Section#	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute
Composition I Lecture	English	1301	21	3	80135	Fall 2...	Jones, Phillie (Primary)	S M T W T F S 03:00 PM - 04:15 PM Type: Lecture B	Main	3 of 24 seats rem... 999 of 999 waitlist...	Core I - English 14 Core I - Communication Writing Enhanced
Composition I Lecture	English	1301	22	3	80136	Fall 2...		S M T W T F S 08:00 AM - 08:50 AM Type: Lecture B	Main	10 of 24 seats re... 999 of 999 waitlist...	Core I - English 14 Core I - Communication EWCAT Writing Enhanced Core I - English

Click **"Search Again"**

24. Remove **"English"** from the subject box and **"1301"** from the course number box.

25. Type **"INRW"** in the subject box and select **"Integrated Reading and Writing."**

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject INRW

Course Number Integrated Reading and Writing

Keyword

Search Clear Advanced Search

Type "INRW" and select "Integrated Reading and Writing"



26. Type the course number “0014” in the Course Number box.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

Search Clear Advanced Search

Type in course number

27. Select “Search”

Sam Houston State University

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

Search Clear Advanced Search

Click Search



28. You may choose any section of INRW 0014 to register.
- Once you have chosen a section, select **"Add."**

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Search Results — 4 Classes
Term: Fall 2021 Subject: Integrated Reading and Writing Course Number: 0014

Title	Subject Description	Course No.	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Action
Tutorial for Integ Read/Write Lecture	Integrated Re...	0014	01	1	80047	Fall 2...		S M T W T F S 09:00 AM - 09:50 AM Type: Lecture B S M T W T F S 09:00 AM - 09:50 AM Type: Synchron	Main	9 of 22 seats rem...	Exempt from 3peat Calculation Developmental TSI Met for Prerequisite Exclude from Wait-List Exclude from Q Drop Limit	Add
Tutorial for Integ Read/Write Lecture	Integrated Re...	0014	02	1	80048	Fall 2...		S M T W T F S 10:00 AM - 10:50 AM Type: Lecture B S M T W T F S 10:00 AM - 10:50 AM Type: Synchron	Main	10 of 22 seats re... Time Conflict	Exempt from 3peat Calculation Developmental TSI Met for Prerequisite Exclude from Wait-List	Add

29. You should now have Math, English, and INRW **"Pending"** in your Summary.

Title	Details	Hours	CRN	Schedule Type	Status	Action
Tutorial for Integ Read/Write	INRW 0014, 01	1	80047	Lecture	Pending	**Web Registered**
Composition I	ENGL 1301, 16	3	80130	Lecture	Pending	**Web Registered**
Support for College Math	MATH N032, 05	1	80310	Lecture	Pending	**Web Registered**
College Mathematics	MATH 1332, 81	3	80496	Lecture	Pending	**Web Registered**

30. Select **Submit**
- The courses status will change to registered once added successfully.

Title	Details	Hours	CRN	Schedule Type	Status	Action
Tutorial for Integ Read/Write	INRW 0014, 01	1	80047	Lecture	Registered	None
Composition I	ENGL 1301, 61	3	84262	Lecture	Registered	None
Support for College Math	MATH N032, 05	1	80310	Lecture	Registered	None
College Mathematics	MATH 1332, 81	3	80496	Lecture	Registered	None



Registration Error Solutions:

Error Message	What Does It Mean?	How Do I Fix It?
MATH N032 CRN 80310: Prereq Required (Core Math, Dev Ed, or Other Course) - Contact The Registrar's Office	The Math course you are attempting to add with your developmental course is section 80 or below.	Select a Math with a section 80 or above then add Math N0, English and INRW together. All four courses need to be submitted together.
MATH 1314 CRN 80407: Corequisite MATH N014 (CRN 80292) required MATH N014 CRN 80291: Corequisite MATH 1314 (CRN 80406) required	The Math you are attempting to Register for has a linked Math N0 course.	Please view the linked corequisite table to identify which courses are linked.
MATH 1314 CRN 80397: Student Attribute Restriction ENGL 1301 CRN 80130: Student Attribute Restriction	This class is restricted to students with a specific attribute (ex: Honors, Athlete, etc.)	Select a different section if you do not belong to the required attribute group
MATH 1332 CRN 80493: Prereq Required (Core Math, Dev Ed, or Other Course) - Contact The Registrar's Office	You are unable to register because are not submitting your Math and English courses together.	Register for your Math, Math N0, English, and INRW together, prior to moving forward with registering for your remaining courses.
CRIJ 2361 CRN 80567: TSI Restriction Error	This class requires college-level readiness.	Students who are completing INRW can take one additional reading intensive course. Please contact the TSI team at tsi@shsu.edu if you needing a TSI override for a reading intensive course.



Students who have a status of not being college ready in reading or writing and attempt to register for a reading intensive course, will need a TSI override. Students who are completing INRW can take **one** additional reading intensive course. **Below is a list of reading intensive courses.**

Please contact the TSI team at tsi@shsu.edu if you needing a TSI override for one of the courses listed below while completing your INRW coursework.

Reading Intensive Courses

Subject	Course Numbers
ARTS	1303 and 1315
BUAD	2301 and 2321
CRIJ	2361 and 2362
ECON	2300, 2301, and 2302
ENGL	1301, 1302, 2332, and 2333
GEOG	1321, 2355, and 2356
HIST	1301, 1302, 2311, and 2312
MUSI	2348
PHIL	1301, 2303, and 2306
POLS	2305 and 2306
PSYC	1301 and 2315
SOCI	1301, 1306, and 2319



Students who have a not college ready reading or writing status who try to register for a non-reading intensive course will not require a TSI override for the course. These courses can be used to fill out a student's schedule while they are completing their developmental INRW coursework.

Non-Reading Intensive Courses

Subject	Course Numbers
ARTS	1301 and 1302
CHEM	1406
MCOM	1330, 1332, and 2366
COMS	1361
CRIJ	2367 and 2368
KINE	2115
THEA	1366
DANC	1372