Why Can't I Add a Class on GOLD?

(Will I Be Able to Add a Class on GOLD?)

Trying to add a class and GOLD won't let you in? These are some common reasons why:

1) **You have not fulfilled the pre-requisites.**
2) **The course has restrictions you have not met.**
3) **You are not in your pass time to add the class.**
4) **You did not complete the Change of Major form, and therefore do not meet the restriction.**
5) *For PSY 90, 99, 197-199:* **You are putting an "add code" in the place of an enrollment code.**
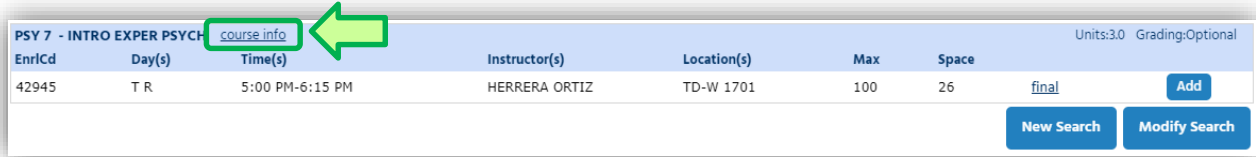6) **The course is "closed", or "full".**

For instructions on how to discover if any of these apply to you, please visit the corresponding reason and click path instructions below.

Each reason listed above is displayed on its own page with images of how to navigate GOLD to find the answer!

Reason 1. You have not fulfilled the pre-requisites.

To check pre-reqs on GOLD:

    A.   Click on **"course info".**
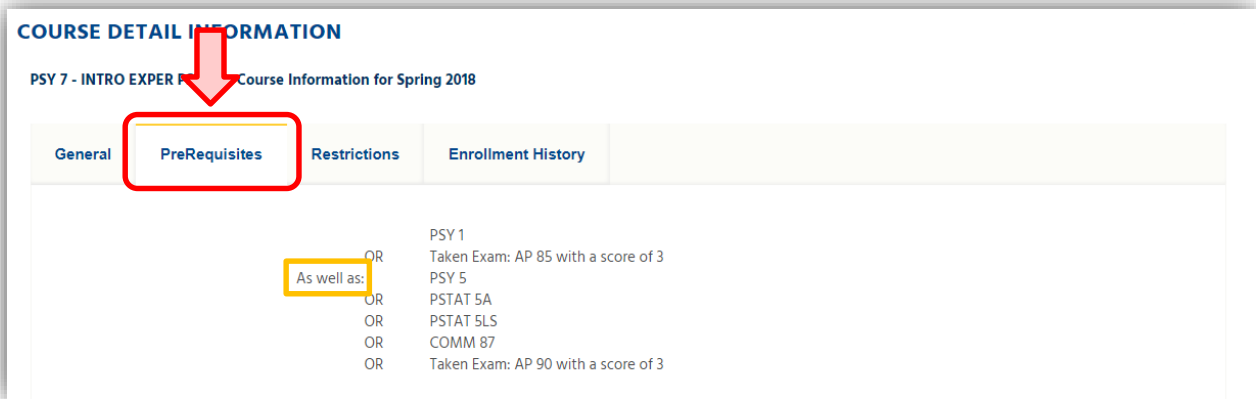
PSY 7 - INTRO EXPER PSYCH	course info						Units:3.0	Grading:Optional
EnrlCd	**Day(s)**	**Time(s)**	**Instructor(s)**	**Location(s)**	**Max**	**Space**		
42945	T R	5:00 PM-6:15 PM	HERRERA ORTIZ	TD-W 1701	100	26	final	Add
							New Search	Modify Search

    B. Select the **"Pre-Requisites"** tab- This will identify which classes must be completed *before* GOLD grants permission for a student to enroll in the course.

        For example: PSY 7 requires the completion of PSY 1 "as well as" PSY 5, or equivalent. If a student wished to sign up for PSY 7 in Spring 18, that student must be enrolled in PSY 5 no later than Winter 18. Since GOLD assumes each student will pass their currently enrolled classes, a student taking PSY 5 during Winter will be allowed to enroll in PSY 7 for Spring. If a student does not earn a passing grade (D- or above) for PSY 5 after grades post for Winter 18, GOLD will then drop the student from PSY 7 in Spring.

        This is not the same as "concurrent" enrollment. Concurrent enrollment is trying to take both classes in the same quarter; students may <u>not</u> sign up for PSY 5 and PSY 7 in Spring together (no exceptions).

COURSE DETAIL INFORMATION

PSY 7 - INTRO EXPER P   Course Information for Spring 2018

General	**PreRequisites**	Restrictions	Enrollment History	

		PSY 1
	OR	Taken Exam: AP 85 with a score of 3
As well as:		PSY 5
	OR	PSTAT 5A
	OR	PSTAT 5LS
	OR	COMM 87
	OR	Taken Exam: AP 90 with a score of 3

Reason 2. The course has restrictions you have not met.

To check course restrictions on GOLD:

      A.   Click on "**course info**"

Example 1: PSY 7

PSY 7 - INTRO EXPER PSYCH course info						Units:3.0 Grading:Optional	
EnrlCd	**Day(s)**	**Time(s)**	**Instructor(s)**	**Location(s)**	**Max**	**Space**	
42945	T R	5:00 PM-6:15 PM	HERRERA ORTIZ	TD-W 1701	100	26	final Add

Example 2: PSY 105

PSY 105 - DEVELOPMENTAL PSYCH course info						Units:4.0 Grading:Optional	
EnrlCd	**Day(s)**	**Time(s)**	**Instructor(s)**	**Location(s)**	**Max**	**Space**	
43042	T R	8:00 AM-9:15 AM	LIBERMAN Z E	CHEM 1179	369	Full	final Add Waitlist

Example 3: PSY 150L

PSY 150L - LAB IN SOC PSYCH course info						Units:5.0 Grading:Letter Graded	
EnrlCd	**Day(s)**	**Time(s)**	**Instructor(s)**	**Location(s)**	**Max**	**Space**	
57323	M	11:00 AM-12:50 PM	KIM H S	PSY-E3834	40	Closed	final
57331	W	3:00 PM-5:50 PM	EOM K	PSY-E2822	20	Full	Add
57349	W	6:00 PM-8:50 PM	ESPINO PEREZ	PSY-E2822	20	Full	Add

      B.   Select the "**Restrictions**" tab – This will identify the restrictions (protections/limitations) of the course based on **WHO** is allowed to take them and **WHEN** the class is open.

Example 1: PSY 7 is limited to students in the majors of Pre-Psychology, Pre-Biopsychology, Psychology, Biopsychology, and Interdisciplinary Studies *during Pass 1 and Pass 2. This class is open to all majors during Pass 3.*

MY SCHEDULE	FIND COURSES	REGISTRATION	GRADES ▾	PROGRESS ▾	ABOUT ME ▾

COURSE DETAIL INFORMATION   Welcome

PSY 7 - INTRO EXPER PSYCH - Course Information for Spring 2018

General	PreRequisites	Restrictions	Enrollment History

Limited to these major(s) only: BIPSY - Biopsychology (Pass 1 and Pass 2)
INTST - Interdisciplinary Studies (Pass 1 and Pass 2)
PRBPY - Pre-Biopsychology (Pass 1 and Pass 2)
PRPSY - Pre-Psychology (Pass 1 and Pass 2)
PSY - Psychology (Pass 1 and Pass 2)

Note: This course is open to both PRE and FULL majors

Who   **When**

Example 2: PSY 105 is limited to students in the majors of Pre-Psychology, Pre-Biopsychology, Pre-PBS, Psychology, Biopsychology, and PBS *during Pass 1 and Pass 2. This class is open to all majors during Pass 3.*

MY SCHEDULE	FIND COURSES	REGISTRATION	GRADES ▾	PROGRESS ▾	ABOUT ME ▾

COURSE DETAIL INFORMATION

Welcome

PSY 105 - DEVELOPMENTAL PSYCH - Course Information for Spring 2018

General   PreRequisites   **Restrictions**   Enrollment History

Limited to these major(s) only: BIPSY - Biopsychology (Pass 1 and Pass 2)
PBS - Psychological & Brain Sciences (Pass 1 and Pass 2)
PRBPY - Pre-Biopsychology (Pass 1 and Pass 2)
PRPBS - Pre-Psychological & Brain Sciences (Pass 1 and Pass 2)
PRPSY - Pre-Psychology (Pass 1 and Pass 2)
PSY - Psychology (Pass 1 and Pass 2)

Note: This course is open to both PRE and FULL majors

Who   **When**

Example 3: PSY 150L is limited to "Seniors Only" students **AND** those who are declared full major status of Biopsychology, Psychology, and Interdisciplinary Studies. Pre-majors are not listed, as the course is *not open* to students with pre-major status.

MY SCHEDULE	FIND COURSES	REGISTRATION	GRADES ▾	PROGRESS ▾	ABOUT ME ▾

COURSE DETAIL INFORMATION

Welcome

PSY 150L - LAB IN SOC PSYCH - Course Information for Spring 2018

General   PreRequisites   **Restrictions**   Enrollment History

General: Fee charged
Level Limit: Seniors only
Limited to these major(s) only: BIPSY - Biopsychology
PBS - Psychological & Brain Sciences
PSY - Psychology

Note: This course is open to FULL majors only

Reason 3. You are not in your pass-time to add classes.

To check pass-times on GOLD:

    A. Select the **"Registration Info"** tab on the right hand side of the main page on GOLD

    B. Select the **quarter** you are trying to register in classes for

    C. Check if you are in one of the **"Registration Pass-Times"**

        i. For example, this student can register in classes for Spring 2018 during Pass 1 (from 2/20/2018 at 9:00 a.m. until 2/27/2018 at 11:45 p.m.).

        ii. This student would not be able to add a course on 2/19/2018 or on 2/28/2018, since they are not in one of their three pass-times. They would be able to enroll again during "Pass 2" from April 1st to April 8th.

        iii. REMINDER- PASS 1 & 2 have heavier restrictions, for those declared with the department have "rights" to the class. In Pass 3, if there is space, other majors may add classes PSY 1-109. PSY 110+ is ALWAYS limited to declared full major students in this department.

Reason 4. You did not complete the Change of Major form, and therefore do not meet the restriction.

    A. You must be declared on GOLD. To review your declaration, please look at Registration Info:

    B. Change of Major packets need to be turned in for every change a student wants to make. Examples:

       i.   Going from pre- to full.

       ii.   Going from Undeclared to pre- or full.

       iii.   Going from another department pre- or full to a PBS department degree as pre- or full.

       iv.   Adding a second degree as pre- or full.
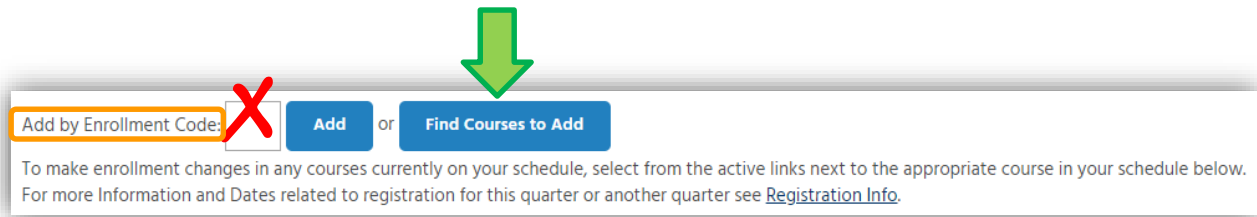
    B. For help on how to change your major, view the "How to Change Your Major Instructions" PDF located on the department website.

    Reminder:** If you have already turned in your Change of Major petition, and qualify for it to be processed, it can take the registrar up to two weeks to update your request. For those that do not qualify until final grades are posted at the end of the quarter, Change of Major petitions can may take up to a month after finals week to be reflected on GOLD. Students in this situation must use wait lists as their only option, no clearances or add codes are given to non-full majors.

Reason 5. You are putting an "add code" in the place of an "enrollment code":

The "enrollment code" is the 5 digit # associated to the course. It is NOT the "add code".

Example: In Summer 2018, the enrollment code for PSY 199P was 13722. The add code is a 4-digit code provided by the advisor after qualifications have been met to enroll in the special courses (PSY 90, 99, 196, 197, 199, etc.).

6. The course is "closed" or "full"

UCSB is severely impacted, especially in the "PSY" catalog with over 2400+ undergrads pursuing our majors. There are not enough spaces for every student wishing to enroll. The class might just be "full" (all spots are taken for this course) or "closed" (meaning enrollments are no longer being accepted for this course). Students are encouraged to select open courses to reach full time unit standing and to avoid $150 late registration fees. Students can add themselves to the waitlist but these units are not "enrolled" units. Also, come students "crash" (which is not encouraged as the PBS department refers on the waitlist anyway) but this is risky practice with usually little reward.

PSY 105 - DEVELOPMENTAL PSYCH course info						Units:4.0	Grading:Optional	Session A: 6/25 - 8/4 ✗ ✓
EnrlCd	Day(s)	Time(s)	Instructor(s)	Location(s)	Max	Space		
13565	MTW	11:00 AM-12:25 PM	T.B.A.	PHELP3505	60	Full	final	Add Waitlist

If after reviewing this document you are still unable to add a desired course and the situations above do not apply to you:
set up an appointment with the peers for help.