

Instructions uSis Course Enrolment Psychology MSc & Psychology MSc (research)

Please follow this step-by-step guide to make sure you correctly enrol for the courses of your choice.

Note: You need to register for each course component separately (workgroup, lecture and exam). Each component uses a different code which can be found in the document Psychology Master Registration.

1. Open the document Psychology Master Registration. Here you will find a tab called 'Registration Information' this tab contains all uSis class numbers per specialisation. A second tab, 'Course Schedules', contains the schedules of the courses.
2. Pick the course you would want to follow in the upcoming semester and find the corresponding times of these courses in the 'Course Schedules' tab. Pick the time that suits your schedule.
3. Copy the registration code uSis. This is a code consisting of 4 or 5 digits.
4. Open uSis and go to uSis > Student Centre > Enrol > Enrol by entering the class number.
5. Click on 'Enter the class number'
6. If necessary, choose the correct period (semester 1 or 2 of the correct academic year)
7. Click in the field 'Enter the class number' and paste the activity number of the exam. Click on 'Continue'
8. Select the course component you are enrolling for
9. Click on 'To shopping cart'
10. Click on the 'Shopping Cart' and select the course component you are registering for
11. Click on 'Finish Enrolling'
12. The registration is complete. Check 'My Class Schedule' to check if the course component appears correctly in your schedule. ***If the chosen component appears here on the chosen time, you have correctly enrolled yourself.***

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