

ONLINE REGISTRATION INSTRUCTIONS

Summer 2022 - Fall 2022 – Spring 2023

HOW TO REGISTER FOR ELECTIVE CLASSES

Log into **Foxlink**: <http://foxlink.rollins.edu>

Enter your FoxID (email ID) and Password

Click on the **Student** tab and select **Registration and Registrar**

In the **Crummer Course Registration** box select **Add/Drop/Register for Classes**

Select a Term and click “Continue”

To begin registration, you may either use the “Enter CRNs” tab to register , or click on the “Search” button to view all elective classes for the term

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

You can either choose to enter CRNs directly here or click on "Search" button below to view all electives

Find Classes Enter CRNs Schedule and Options

Level
Subject
Course Number
Part Of Term
Open Sections Only

Search Clear Advanced Search

The schedule & summary screen below will reflect any core classes you may already be registered for

Schedule Schedule Details

Class Schedule for Fall 2021 - Crummer

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am					Professional Comm in Bus		
9am							

Summary Tuition and Fees

Title	Details	Hours	CRN	Schedule	Status	Action
Professional Comm in Bus	MBA 511EA, ...	1.5	19001	Lecture/...	Registered	None

Total Hours | Registered: 1.5 | Billing: 1.5 | CEU: 0 | Min: 0 | Max: 18

If you select the “Search” feature, you can view all elective courses, meeting times, etc., and their status of availability

Register for Classes

Find Classes Enter CRNs Schedule and Options

Search Results — 16 Classes Term: Fall 2021 - Crummer [Search Again](#)

Term	CRN	Subject	Course Num	Section	Title	Campus	Instructor	Hours	Meeting Times	Status	
Fall 202...	19029	ENT	607	10	Social Entrepreneurship Lecture/Discussion	Crum...	Conway, Mary (Primary)	3	S M T W T F S 06:30 PM - 09:30 PM	Type: Clas 8 of 25 seats rem... 25 of 25 waitlist s...	Add
Fall 202...	19030	ENT	614	10	Commercializing Tech & Sci... Lecture/Discussion	Crum...	Grimm, William (Primary) McAlindon, Peter	3	S M T W T F S 06:30 PM - 09:30 PM	Type: Clas 3 of 25 seats rem... 25 of 25 waitlist s...	Add
Fall 202...	19031	FIN	603	10	Security Analysis/Portfolio Mng Lecture/Discussion	Crum...	Simsek, Koray (Primary)	3	S M T W T F S 06:30 PM - 09:30 PM	Type: Clas 3 of 20 seats rem... 25 of 25 waitlist s...	Add

Schedule Schedule Details

Class Schedule for Fall 2021 - Crummer

Summary Tuition and Fees

Title	Details	Hours	CRN	Schedule	Status	Action
-------	---------	-------	-----	----------	--------	--------

Click "Add" button for the class of your choice. It will appear as "pending" in the summary box below. You can add more than one class at this time if you like. When you have finished click "submit" to add classes to your schedule.

The screenshot shows a list of classes with columns for Title, Campus, Instructor, Hours, Meeting Times, and Status. Below the list is a summary table with columns for Title, Details, Hours, CRN, Schedule, Status, and Action. A red arrow points to the 'Add' button in the class list, and another points to the 'Add' button in the summary table. A third red arrow points to the 'Submit' button at the bottom right.

Errors due to prerequisites or time conflict will appear in the top right corner of your screen and highlighted in your summary as shown in the example below.

The screenshot shows a search results table with columns for Term, CRN, Campus, Section, Instructor, Hours, Meeting Times, and Status. Below the search results is a summary table with columns for Title, Details, Hours, CRN, Schedule, Status, and Action. A red box highlights an error message: "FIN 611 CRN 19059: Time conflict with CRN 19030". A red arrow points from the error message to the "Errors Preventing Registration" status in the summary table.

The screenshot shows the "Schedule Details" page for a class. The page title is "Class Schedule for Fall 2021 - Crummer". The class is "Financial Modeling | Finance 611 Section 11 | Class Begin: 09/13/2021 | Class End: 12/17/2021". The status is "Errors Preventing Registration". The schedule is "09/13/2021 -- 12/17/2021 | S M T W T F S | 06:30 PM - 09:30 PM Type: Class Location: Crummer - MBA Building: Crummer Hall Room: 108 Instructor: Singleton, Jordan (Primary) CRN: 19059". The message is "Errors Preventing Registration | Hours: 3 | Level: Graduate | Campus: Crummer - PMBA | Schedule Type: Lecture/Discussion | Grade Mode: Standard Letter | Waitlist Position: 0 | Notification Expires: None".

Once you have made your choice you can make any necessary add or drop selections and click "Submit"

change "remove" to either add or drop and/or update the time conflict course status to add/drop as needed and click "Submit"

Course Title	CRN	Hours	CRN	Schedule	Status	Action
Financial Modeling	FIN 611, 11	3	19059	Lecture/...	Registered	Add
Commercializing Tech...	ENT 614, 10	3	19030	Lecture/...	Registered	Drop
Social Entrepreneurship	ENT 607, 10	3	19029	Lecture/...	Registered	None
Professional Comm in...	MBA 511EA, ...	1.5	19001	Lecture/...	Registered	None

Total Hours | Registered: 7.5 | Billing: 7.5 | CEU: 0 | Min: 0 | Max: 18

Submit

You can then check the "Schedule" tab to view your updated course schedule.

Schedule

Class Schedule for Fall 2021 - Crummer

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6pm							
7pm				Social Entrepreneurship	Financial Modeling		
8pm							
9pm							

Note: If you choose a course that currently full you will see the error letting you know that the class is full and how many students are currently on the waitlist. The example below shows you would be 1st on the waitlist after you select to be added to the waitlist and click the submit button in the Summary section.

If you run into any challenges, you might find [Waitlist FAQs](#) & [Registration Error FAQs](#) helpful otherwise please feel free to contact us at crummerregistrar@rollins.edu and we will be happy to assist you further.

Search Results — 15 Classes
Term: Fall 2021 - Crummer

Term	CRN	CRN	CRN	Title	CRN	Hours	Schedule	Type	Status	Action
Fall 2021	19058	FIN	603	Security Analysis/Portfolio Mgmt	Singleton_Jordan (Primary)	3	S M T W T F S	06:30 PM - 09:30 PM	5 of 20 seats rem...	Add
Fall 2021	19032	FIN	605	Derivatives & Risk Management	Simsek_Koray (Primary)	3	S M T W T F S	06:30 PM - 09:30 PM	16 of 25 seats re... 25 of 25 waitlist s...	Add
Fall 2021	19033	FIN	611	Financial Modeling	Walkup_Brian (Primary)	3	S M T W T F S	06:30 PM - 09:30 PM	FULL: 0 of 2... 25 of 25 waitl...	Add

FIN 611 CRN 19033: Course filled - 0 Waitlisted

Schedule

Class Schedule for Fall 2021 - Crummer

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6pm							
7pm				Social Entrepreneurship	Financial Modeling		
8pm							
9pm							

Summary

Title	Details	Hours	CRN	Schedule	Status	Action
Financial Modeling	FIN 611, 10	3	19033	Lecture/...	Errors Preventing...	Remove
Financial Modeling	FIN 611, 11	3	19059	Lecture/...	Registered	Remove
Social Entrepreneurship	ENT 607, 10	3	19029	Lecture/...	Registered	Add

Total Hours | Registered: 7.5 | Billing: 7.5 | CEU: 0 | Min: 0 | Max: 18

Waitlist Add

Submit

Please note that the waitlisted course will appear on all Web schedule viewing forms, however, you **are not** registered.

Register for Classes

Find Classes Enter CRNs **Schedule and Options**

Summary
Term: Fall 2021 - Crummer

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Date	Status	Message
Financial Modeling	FIN 611, 10	0	19033	Lecture/Discussion	Standard Letter	Graduate	10/04/2021	Waitlisted	Wait-Listed10/04/...
Professional Comm in Bus	MBA 511EA, 39A	1.5	19001	Lecture/Discussion	Standard Letter	Graduate	09/24/2021	Registered	Registered09/24/...
Social Entrepreneurship	ENT 607, 10	3	19029	Lecture/Discussion	Standard Letter	Graduate	10/04/2021	Registered	Registered10/04/...

Records: 3

Schedule **Schedule Details**

Class Schedule for Fall 2021 - Crummer

▶ **Financial Modeling** | Finance 611 Section 10 | **Class Begin:** 09/13/2021 | **Class End:** 12/17/2021 Waitlisted

09/13/2021 -- 12/17/2021 | S M T W T F S | 06:30 PM - 09:30 PM **Type:** Class **Location:** Crummer - MBA Building **Room:** 107
Instructor: Walkup, Brian (Primary)
CRN: 19033

▶ **Social Entrepreneurship** | Entrepreneurship 607 Section 10 | **Class Begin:** 09/13/2021 | **Class End:** 12/17/2021 Registered

09/13/2021 -- 12/17/2021 | S M T W T F S | 06:30 PM - 09:30 PM **Type:** Class **Location:** Crummer - MBA Building **Room:** 318
Instructor: Conway, Mary (Primary)

Schedule **Schedule Details**

Class Schedule for Fall 2021 - Crummer

▶ **Financial Modeling** | Finance 611 Section 10 | **Class Begin:** 09/13/2021 | **Class End:** 12/17/2021 Waitlisted

09/13/2021 -- 12/17/2021 | S M T W T F S | 06:30 PM - 09:30 PM **Type:** Class **Location:** Crummer - MBA Building **Room:** 107
Instructor: Walkup, Brian (Primary)
CRN: 19033

▶ **Social Entrepreneurship** | Entrepreneurship 607 Section 10 | **Class Begin:** 09/13/2021 | **Class End:** 12/17/2021 Registered

09/13/2021 -- 12/17/2021 | S M T W T F S | 06:30 PM - 09:30 PM **Type:** Class **Location:** Crummer - MBA Building **Room:** 318
Instructor: Conway, Mary (Primary)

Summary Tuition and Fee

Title	Details	Hours	CRN	Schedule	Status	Action
Financial Modeling	FIN 611, 10	0	19033	Lecture/...	Waitlisted	None
Social Entrepreneurship	ENT 607, 10	3	19029	Lecture/...	Registered	None
Professional Comm in ...	MBA 511EA, ...	1.5	19001	Lecture/...	Registered	None

Total Hours | Registered: 4.5 | Billing: 4.5 | CEU: 0 | Min: 0 | Max: 18

Submit

Should an opening become available, you will be notified via Rollins's email address and you will have 24 hours to either accept or decline.

You will be prohibited from registering for courses that are restricted by program.

NOTE: Any overload must be approved by the Associate Dean for Academics. Requests including your name, Rnumber, Course, and reason for the overload request should be submitted to crummerregistrar@rollins.edu

WAIT LISTS

Students who attempt to register to register for a full/closed section may add their names to the waitlist by choosing Waitlist from the 'Action' menu. If a seat in becomes available, notice will be sent to the Rollins email address of the student at the top of the waitlist, who will have 24 hours to log in to [FoxLink](#) and add the class. Until then, the waitlisted course will appear on all web schedule viewing forms; however, you **are not** registered. **For Waitlist FAQ's visit <https://crummer.rollins.edu/elective-registration/>**

HOW TO VIEW YOUR REGISTRATION

Return to the Registration and Registrar Menu and select MY SCHEDULE located under the My Academics channel

TEL: 407-646-2415 Fax: 407-646-2360 Email: crummerregistrar@rollins.edu
<https://crummer.rollins.edu/current-students/>