

## Enrolling Using Permission Numbers in Joe'SS

Missouri University of Science and Technology  
Office of the Registrar

103 Parker Hall  
300 West 13th Street  
Rolla, MO 65409-0930  
Phone: (573) 341-4181  
fax: (573) 341-4362  
registrar@mst.edu  
http://registrar.mst.edu/

### Path: Self-Service > Enrollment > Enrollment: Add Classes

The following are step-by-step instructions on how to enroll in a class that you do not meet the prerequisite. To do this, you will need to have a Permission Number. Permission Numbers are given out by the teaching department of the class you are attempting to enroll in where you do not meet the prerequisite. Please go to the teaching department office for guidance on how to obtain a Permission Number.

Once you have a Permission Number, click Search to find your desired class or enter the Class Number in the Enter Class Nbr box. If you already have the class in your Shopping Cart, click on the green hyperlinked text of the class within your cart.

Favorites | Main Menu > Self Service > Student Center > Enrollment: Add Classes

go to ...

Grades Search Plan Enroll My Academics

my class schedule add drop swap edit term information

### Add Classes

1 2 3

#### 1. Select classes to add - Enrollment Preferences

2016 Spring Semester | Undergraduate | Missouri S&T

#### MS&E 5230 - Energy Materials

**Class Preferences**

MS&E 5230-1A Lecture  Open **Wait List**  Wait list if class is full

**Session** Regular Academic Session **Permission Nbr**

**Career** Graduate **Grading** Graded

**Enrollment Information**

**Units** 3.00

● MS&E 5230 Prerequisite: Senior standing.

**CANCEL** **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
1A	Lecture	Mo 7:00PM - 9:30PM	V.H. McNutt Hall 00211	Fatih Dogan	01/19/2016 - 05/06/2016

**NOTES**

**Class Notes** Prerequisite: Senior standing.

Enter your Permission Number that you were given in the Permission Nbr box and click Next to return to your Shopping Cart. Once back to your Shopping Cart, click Proceed to Step 2 of 3 and then click Finish Enrolling. You should now be enrolled in that class.