



Shopping Cart Appointments (Validate)

Prior to your Enrollment Appointment, you will be assigned a Shopping Cart Appointment. This allows you to add the classes you would like to take and validate them to see if there are any problems prior to your Enrollment Appointment. This is a planning tool designed to make you aware of any common issues blocking your ability to enroll in a class prior to your Enrollment Appointment.

The following items can be validated:

- Time Conflicts
- Repeats
- Requisites
- Unit Limits

Validating your shopping cart **DOES NOT GUARANTEE** you will be able to enroll in the course. There are many things that can still prevent you from enrolling, including but not limited to:

- Class capacity reached prior to your enrollment appointment
- Holds (negative service indicators) on your record
- Changes made to your shopping cart or to the class schedule result in new time conflicts or exceeding unit limits
- You have failed or resigned a requisite course between the time of validation and enrollment

Validating your shopping cart will not enroll you in classes. You must return to HUB during your assigned Enrollment Appointment (or during Open Enrollment) to enroll yourself in classes.

Once assigned, you will be able to view your Shopping Cart Appointment in your HUB Student Center under “Enrollment Dates” as displayed to the left.

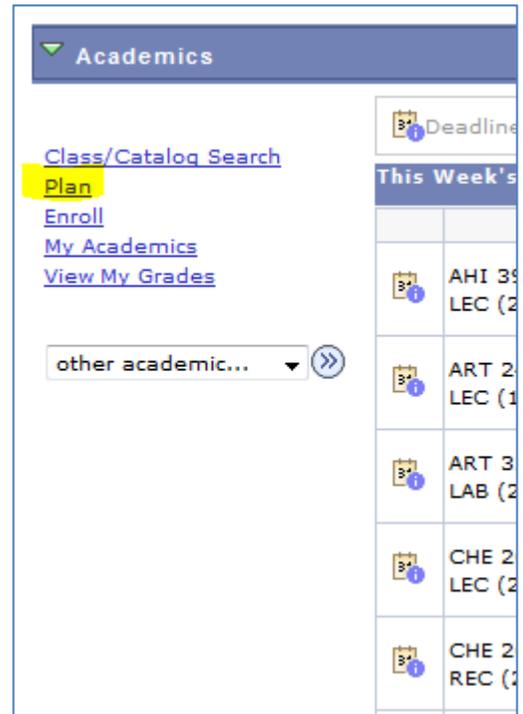
The screenshot displays a web interface for a student's shopping cart. At the top right, there is a green button labeled "SEARCH FOR CLASSES". Below this, the interface is divided into several sections:

- Holds:** A section titled "Holds" with a sub-section "Finish in Four" and a "details" link.
- To Do List:** A section titled "To Do List" with a link to "Your Financial Aid Advisor" and a "more" link.
- Enrollment Dates:** A section titled "Enrollment Dates" with a sub-section "Shopping Cart Appointment" containing the text: "Your Shopping Cart for the Winter 2016 University 3 Week - First session is available for use beginning September 1, 2015." and a "details" link.
- Advisor:** A section titled "Advisor" with a sub-section "Program Advisor" and the text: "MGT: 204 Alfiero/645-3206".

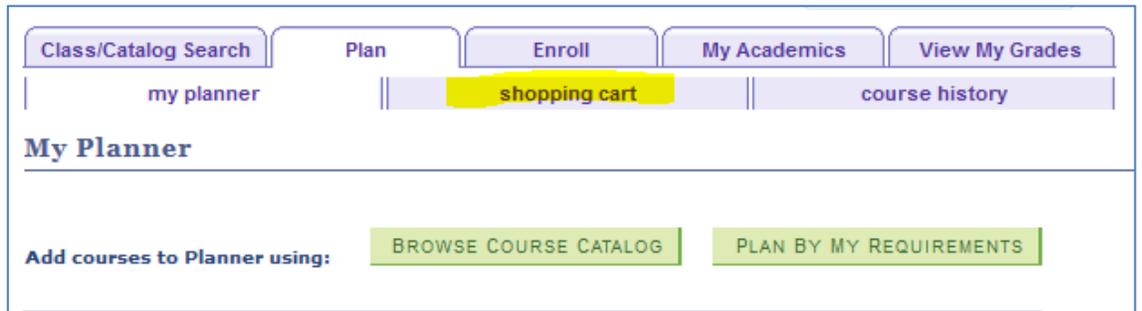
On the left side of the screenshot, there is a "Schedule" section with a list of classes and their times:

- Th 1:00PM - 2:00PM (men 06)
- We 1:00PM - 2:00PM (146)
- We 3:15PM - 4:50PM (136)
- WeFr 11:00AM - 11:50AM (225)
- 1:00PM - 2:00PM (brt 115)
- 2:00PM - 3:00PM (Arr)
- 6:30PM - 8:00PM (pen 262)
- Th 8:30AM - 9:00AM (ox 20)
- We 8:00AM - 9:00AM (obs 122)

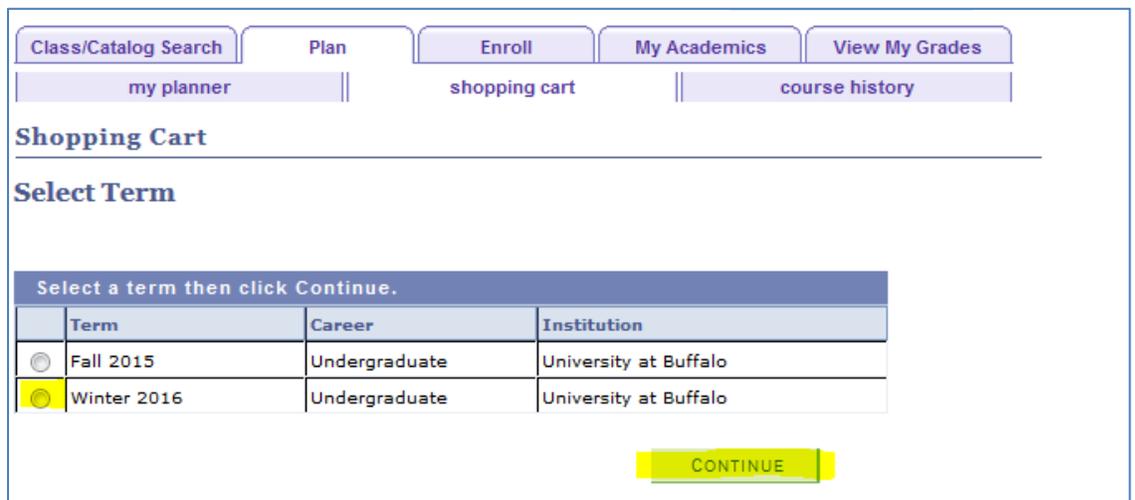
To begin Validating your Shopping Cart, click on “Plan” from your HUB Student Center main page.



Your Planner will automatically load when you click the “Plan” button. To navigate to your Shopping Cart, select “shopping cart” at the top:



Choose the term for which you want to validate your class selections:



If you have previously added classes for the selected term to your shopping cart, they will appear in the cart. Otherwise you can add them using the options on the left side of the page:

The screenshot shows the 'Shopping Cart' page for Winter 2016 at the University at Buffalo. At the top, there are navigation tabs: 'Class/Catalog Search', 'Plan', 'Enroll', 'My Academics', and 'View My Grades'. Below these are buttons for 'my planner', 'shopping cart', and 'course history'. The main heading is 'Shopping Cart' followed by 'Add Classes to Shopping Cart'. A message states: 'Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click Validate to have the system check for possible conflicts prior to enrolling.' Below this, it shows 'Winter 2016 | Undergraduate | University at Buffalo' with a 'change term' button. There are status indicators for 'Open with Reserves', 'Open', 'Closed', and 'Wait List'. On the left, there are search options: 'Enter Class Nbr' with an 'enter' button, 'Find Classes' with radio buttons for 'Class Search', 'My Requirements', and 'My Planner', and a 'search' button. The main area is a table titled 'Winter 2016 Shopping Cart' with columns: Select, Class, Days/Times, Room, Instructor, Units, and Status. Two classes are listed: BE 400LEC-1 (10203) and CEP 410LEC-OE1 (10206). At the bottom, there are buttons for 'delete', 'validate', and 'enroll' for the selected items.

Select	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	BE 400LEC-1 (10203)	MoTuWeThFr 9:00AM - 11:50AM	Bonner Arr	C. Ionita	3.00	●
<input type="checkbox"/>	CEP 410LEC-OE1 (10206)		Online	D. Nowak	3.00	●

The “Class Search” is the most popular way to search for classes, but you can also enter class numbers directly, search by your requirements, or search by “My Planner” if you have previously added classes. If you select “Class Search” you can enter parameters into the fields below. For a more detailed guide about using “Class Search” please view the [user guide for enrolling in classes](#).

The screenshot shows the 'Enter Search Criteria' form. It has a heading 'Shopping Cart' and 'Enter Search Criteria'. Below is a section 'Search for Classes' with the text 'University at Buffalo | Winter 2016' and 'Select at least 2 search criteria. Click Search to view your search results.' Under 'Class Search', there are fields for 'Subject' (with a 'select subject' button), 'Course Number' (with a 'contains' dropdown), and 'Course Career' (with a dropdown). There are also checkboxes for 'Show Open Classes Only' (checked) and 'Open Entry/Exit Classes Only'. At the bottom, there is a 'Return to Shopping Cart' link, a 'CLEAR' button, and a 'SEARCH' button.

Your search results will be displayed, and pressing “Select” will add a class to your Shopping Cart:

The following classes match your search criteria Course Subject: **Athletics**, Course Career: **Undergraduate**, Show Open Classes Only: **Yes**

Open with Reserves
 Open
 Closed
 Wait List

[Return to Shopping Cart](#)
 [NEW SEARCH](#)
 [MODIFY SEARCH](#)

7 class section(s) found

ATH 110LEC - Jogging & Conditioning

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
10174	DSL-LEC Univ 3 Wk1	TBA	TBA	Jessica Nyrop	01/04/2016 - 01/22/2016	<input checked="" type="checkbox"/>	select

ATH 116LEC - Fitness and Conditioning

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
10207	1-LEC Univ 3 Wk1	MoWeTh 11:00AM - 12:20PM	TBA	Amy Newsome	01/04/2016 - 01/22/2016	<input checked="" type="checkbox"/>	select

ATH 155LEC - Hatha Yoga 1

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
10201	KAN-LEC Univ 3 Wk1	MoWe 8:00AM - 10:00AM	TBA	Amy Newsome, Kandy Krampitz	01/04/2016 - 01/22/2016	<input checked="" type="checkbox"/>	select

ATH 165LEC - Beginning Badminton

Once you have finished adding classes to your shopping cart, you will want to check the boxes for each class you wish to validate. It is recommended you check all boxes, as unit limits and time conflicts will only be examined among checked boxes (and any courses you are already enrolled in for that term).

After you check the boxes, press the “validate” button.

Winter 2016 | Undergraduate | University at Buffalo [change term](#)

Open with Reserves
 Open
 Closed
 Wait List

Add to Cart:

Enter Class Nbr
 [enter](#)

Find Classes

Class Search
 My Requirements
 My Planner

[search](#)

Winter 2016 Shopping Cart

Select	Class	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	ATH 116LEC-1 (10207)	MoWeTh 11:00AM - 12:20PM	TBA	A. Newsome	1.00	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	BE 400LEC-1 (10203)	MoTuWeThFr 9:00AM - 11:50AM	Bonner Arr	C. Ionita	3.00	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CEP 410LEC-OE1 (10206)		Online	D. Nowak	3.00	<input checked="" type="checkbox"/>

for selected: [delete](#) [validate](#) [enroll](#)

After pressing the “validate” button, HUB will check your selected classes, and display the results:

Shopping Cart

Add Classes to Shopping Cart

View the following status report for enrollment confirmations and errors:

✔ OK to Add
✘ Potential Problem

Description	Message	Status
BE 400LEC	OK to Add.	✔
CEP 410LEC	Term unit maximum would be exceeded. The system checks your selected shopping cart entries and your enrolled classes against your term unit limit. This class would exceed this limit.	✘
ATH 116LEC	There is a time conflict for class number 10203 and class number 10207. There is currently a meeting time conflict for two of your shopping cart classes or a shopping cart class and one of your enrolled classes for this term. Use the class numbers to check the meeting times.	✘

SHOPPING CART

Classes with a green check do not currently have any problems. Classes with a red X mean there is a potential problem, and details about the problem will be displayed. If a problem is found, you may select a different class, or remedy the issue as appropriate.

As a reminder a green check is NOT A GUARANTEE that you will be able to be enrolled in that class when your Enrollment Appointment has begun.

You must return to HUB to attempt enrollment during your Enrollment Appointment or during Open Enrollment.