



How Skidmore Students Register in Edvise

This guide walks you through the full registration process in Edvise: building a schedule, registering from Shopping Cart, verifying outcomes, and fixing common errors.

Before Registration Opens

- Make sure your preferred courses are added in the registration tab.
- Check for registration holds before your time slot.
- Review prerequisites and linked lecture/lab requirements.
- Prepare at least one backup section for high-demand classes.
- Use preferences so generated options match your real availability.
- Plan to verify your final state in [Confirmed Schedule](#) after submitting.

Build Schedule

Pick target courses, lock must-have sections, apply your time preferences, and generate combinations that can actually work on registration day.

Save to Cart

Review each generated option, choose the strongest backup-ready version, and save the full set of sections to Shopping Cart before your time slot.

Register

Submit from Shopping Cart using the correct mode for your case, confirm add/drop actions, and wait for Banner to finish processing.

Confirm & Recover

Check Confirmed Schedule immediately, verify final outcomes by CRN, and resolve only the failed or partially completed items with targeted retries.

BUILD SCHEDULE

Build Schedule: Create Schedules You Can Actually Use

Build Schedule is where you choose sections, define availability, and generate combinations that fit your requirements.

Add courses and lock sections

1. Click **View sections** for each course to open section options.
2. Filter by days/times to narrow your choices.
3. Use **Add this section** when you need a specific section in generated schedules.
4. Repeat for every course you want in the schedule build.

No active registration holds found.
Last checked: 3/17/2026, 2:59:46 PM Refresh Holds

Courses

Select All Courses

- MA 110**
Mathematics Toolkit
[Select Section](#) More details In Person
Mo/We 2:30 PM-3:50 PM
- AA 205**
Intro to Fin Mgmt for the Arts
[Select Section](#) More details In Person
Tu/Th 8:10 AM-9:30 AM
- AA 318**
The Entrepreneurial Artist
[Select Section](#) More details In Person
Tu/Th 9:40 AM-11:00 AM
- AA 315**
Marketplace for Artists
[Select Section](#) More details In Person
We 5:30 PM-6:30 PM

Generate + Add Delete

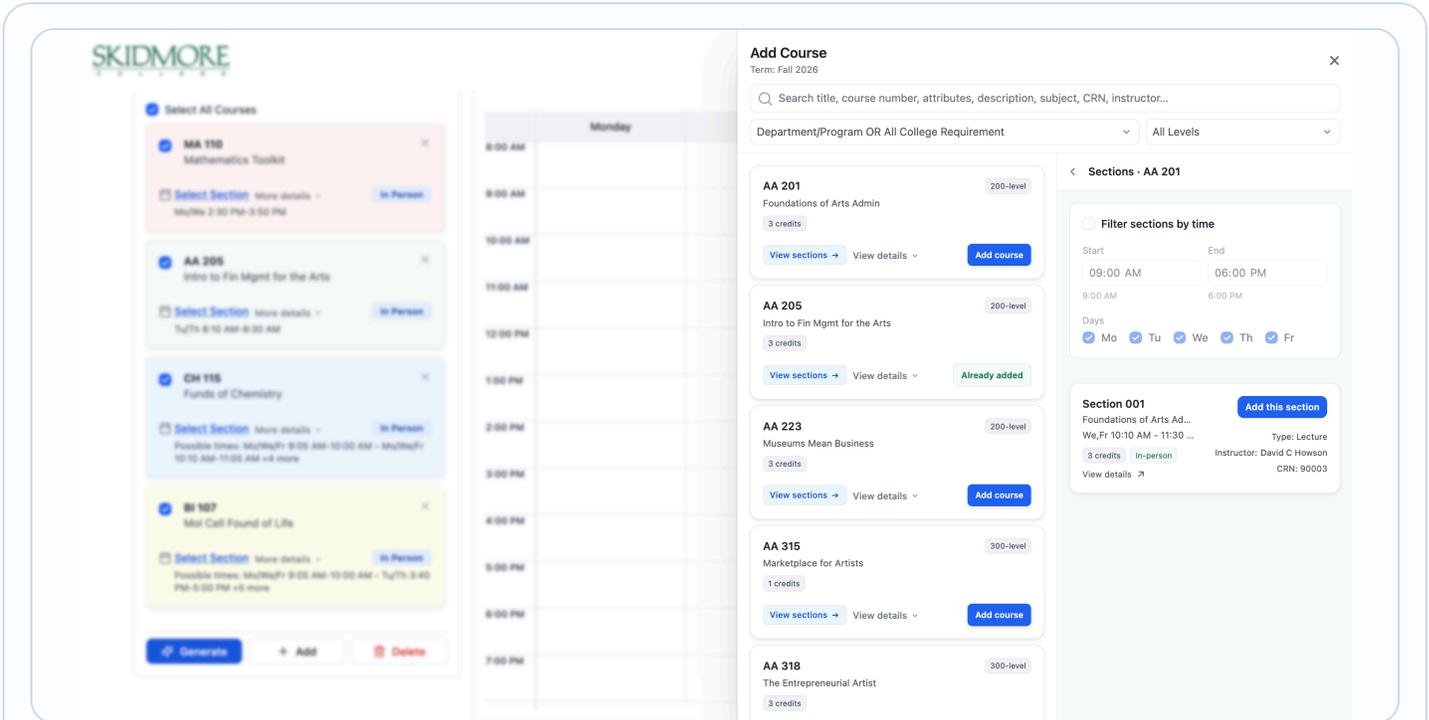
Total Credits: 10 < Combination 1 of 1 > Preferences Breaks Save

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM		AA 205 (001) 8:10 AM - 9:30 AM		AA 205 (001) 8:10 AM - 9:30 AM	
9:00 AM					
10:00 AM		AA 318 (001) 9:40 AM - 11:00 AM		AA 318 (001) 9:40 AM - 11:00 AM	
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM	MA 110 (001) 2:30 PM - 3:50 PM		MA 110 (001) 2:30 PM - 3:50 PM		
4:00 PM					
5:00 PM					
6:00 PM			AA 315 (001) 5:30 PM - 6:30 PM		

Build Schedule tab in Edvise.

Section-Locking Visual Walkthrough

Use section cards to lock the sections you want Edvise to prioritize.



Add Course and section-locking workflow.

Quick guide: using the Add Course sidebar

- Use search to find your course quickly by subject, number, or title.
- Open each course card to review available sections, instructors, meeting times, and seats.
- Use filters to narrow down sections that fit your schedule constraints.
- Click **Add this section** to lock a section into generated schedule options.
- Repeat for every class and include at least one backup section for high-demand courses.

Section Choice and Preferences Planning

Choose viable backups and shape your generated schedules around real constraints.

Section Selection Tips

- If one section is required by your major or athletics schedule, lock it first.
- If a course fills quickly, keep at least one backup section in mind.
- Linked classes must be chosen as a valid pair (for example lecture + lab).

Set preferences

- Open **Preferences** to set your earliest start, latest end, and lunch goals.
- Click **Generate** to build options that respect your selected sections and constraints.
- Select your preferred option and click **Save** to send it to Shopping Cart.

The screenshot shows a 'Schedule Preferences' panel with the following settings:

- Time Window:**
 - Desired Earliest Start: 09:00 AM
 - Desired Latest End: 05:00 PM
 - Lunch Start: 12:00 PM
 - Lunch End: 01:00 PM
- General Options:**
 - Deduplicate identical meeting patterns across sections
 - Require a short break after each class
- Scoring & Constraints:**
 - Strictly enforce start/end bounds
 - Strictly enforce lunch period
 - Schedule Density Preference: Condensed (slider set towards Condensed)
 - Time-of-day preference: Morning (radio buttons for Morning, Afternoon, Evening)
 - Days you'd prefer fewer classes: Mon, Tue, Wed, Thu, Fri (radio buttons)

Schedule Preferences panel.

Resolve Build Errors

Fix generation issues before moving to Shopping Cart.

Common Build Schedule issues and what to do

WHAT YOU SEE	WHAT IT MEANS	WHAT TO DO NEXT
No valid schedules generated	Your selected sections and preferences do not produce a workable combination.	Loosen a time preference, unlock one section, or add a backup section, then generate again.
Time conflict	Two selected sections overlap in the same time block.	Replace one overlapping section and regenerate schedules.
Linked-course warning	A required linked component (for example lecture and lab) is missing.	Select both required linked components before saving to cart.

Typical Build Errors

No valid schedule combination was found with the selected courses.

Why no schedule was generated:

- AH 222 and AA 341 both meet on Tuesday, Thursday from 12:40 PM to 2:00 PM, so these sections overlap and cannot be placed in the same schedule.
- Missing schedule data for: AA 340.

No valid schedule combination found with overlap explanation.

 Warning: BI 107-001 (90088) is typically taken in conjunction with BI 107-004 (90093), BI 107-005 (91463), BI 107-006 (92608), BI 107-007 (94085), or BI 107-008 (94086). Please reach out to your advisor if you have any questions.

Linked-course warning example in Shopping Cart.

Shopping Cart: Submit Registration to Banner

Shopping Cart is where you check seat availability, review add/drop actions, and complete registration.

Build Schedule **Shopping Cart** Confirmed Schedule

Registering for: Fall 2026
Total Credits: 10

< Schedule 2 of 2 >

Refresh Seats Remove Register

Course ID	Section	CRN	Day(s) & Time	Open Seats	Waitlist
MA 110	001	91693	Monday/Wednesday 2:30 PM-3:50 PM	19/20	0
AA 205	001	91542	Tuesday/Thursday 8:10 AM-9:30 AM	21/26	0
AA 318	001	90007	Tuesday/Thursday 9:40 AM-11:00 AM	14/18	0
AA 315	001	93709	Wednesday 5:30 PM-6:30 PM	12/18	0

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM		AA 205 (001) 8:10 AM - 9:30 AM		AA 205 (001) 8:10 AM - 9:30 AM	
9:00 AM					
10:00 AM		AA 318 (001) 9:40 AM - 11:00 AM		AA 318 (001) 9:40 AM - 11:00 AM	
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM	MA 110 (001) 2:30 PM - 3:50 PM		MA 110 (001) 2:30 PM - 3:50 PM		

Shopping Cart with CRNs, seats, and action controls.

What each cart control does

- **Refresh Seats** : fetches latest seat/waitlist availability.
- **Remove** : removes the currently selected saved schedule from cart.
- **Register** : opens final action confirmation and submits to Banner.
- Schedule arrows: switch between saved schedules before you submit.

Choose the correct submission mode

- **Add Only**: use when you are just adding new CRNs.
- **Register Full Schedule (Add + Drop)**: use when replacing current classes.
- Always confirm the add/drop/keep counts before submitting.

Confirm and Submit Registration

Review add/drop actions one final time, then submit once and wait for completion.

Notice: Registration processing may take up to three minutes for completion.

Final review before clicking confirm

1. Verify every CRN in the list and match each action type.
2. Check add/drop totals are exactly what you intend.
3. Refresh seats if the page has been open for several minutes.
4. Submit once, then wait for completion before trying again.

Confirm Registration Actions



Review these changes before submitting registration.

ADD / ENROLL
5

DROP
2

KEEP
1

Choose how to submit this schedule update:

Add Only

Only submit new courses. Existing registered courses will stay as-is.

Register Full Schedule (Add + Drop)

Submit this as one schedule replacement, including both adds and drops.

Course ID	Section	CRN	Course Name	Action
MA 110	001	91693	Mathematics Toolkit	Add
CH 115	002	90161	Funds of Chemistry	Add
CH 115	005	90164	Funds of Chemistry: Funds of Chemistry - Lab	Add
BI 107	001	90088	Mol Cell Found of Life	Add
BI 107	004	90093	Mol Cell Found of Life: Mol Cell Found of Life - Lab	Add
AA 318	001	90007	The Entrepreneurial Artist	Drop
AA 315	001	93709	Marketplace for Artists	Drop
AA 205	001	91542	Intro to Fin Mgmt for the Arts	Keep

Cancel

Confirm Full Schedule Registration

Final confirmation modal before registration commit.

Issues that can happen at submit time

- Seat closed between refresh and submit.
- Prerequisite, repeat, or major restriction blocks a CRN.
- Registration hold prevents all registration actions.

Confirmed Schedule: Verify Results and Recover from Errors

Confirmed Schedule is the final record of what Banner accepted. Use it to verify outcomes and complete any follow-up actions.

Confirmed Schedule

Last checked: 3/17/2026, 4:55:58 PM

Registration term: Fall 2026

Total confirmed credits: 7

[Refresh Confirmed Schedule](#)

Course	CRN	Section	Course Name	Day(s) & Time	Status	Action
AA 205	91542	001	Intro to Fin Mgmt for the Arts	Tuesday/Thursday 8:10 AM-9:30 AM	Enrolled	Swap Drop
BI 107	90088	001	Mol Cell Found of Life	Monday/Wednesday/Friday 9:05 AM-10:00 AM	Enrolled	Swap Drop
BI 107	90093	007	Mol Cell Found of Life: Mol Cell Found of Life - Lab	Thursday 10:00 AM-1:00 PM	Enrolled	Swap Drop

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM					
9:00 AM	BI 107 (001) 9:05 AM - 10:00 AM	AA 205 (001) 8:10 AM - 9:30 AM	BI 107 (001) 9:05 AM - 10:00 AM	AA 205 (001) 8:10 AM - 9:30 AM	BI 107 (001) 9:05 AM - 10:00 AM
10:00 AM				BI 107 (007) 10:00 AM - 1:00 PM	
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					

Confirmed Schedule view after registration attempts.

Post-submit verification checklist

1. Click [Refresh Confirmed Schedule](#).
2. Check each course row for expected status and meeting pattern.
3. Confirm your total credits are correct.
4. Only retry actions after reading the exact failure message.

Swap and Drop in Confirmed Schedule

- [Swap](#) replaces one enrolled course with another.
- [Drop](#) removes a currently enrolled course.
- If minimum-credit rules apply, add a replacement course before dropping.
- For linked courses, update paired components together.

Handle Partial Outcomes

If registration is partial, fix failed rows only and avoid submitting everything again.

Partial registration outcome

- **Registration partially completed** means some CRNs succeeded and others failed.
- Do not re-submit everything blindly. Focus on the failed rows only.
- Fix the specific issue (hold, seat, conflict, or linked requirement), then resubmit only those CRNs.

Registration Partially Completed

3 registered, 0 waitlisted, 3 failed.
Banner partially processed this request. Some CRNs succeeded while others failed.

MA 110 Section 001 — Mathematics Toolkit CRN 91693 • Monday/Wednesday 2:30 PM-3:50 PM Repeat count exceeds 0	Failed
CH 115 Section 002 — Funds of Chemistry CRN 90161 • Monday/Wednesday/Friday 10:10 AM-11:05 AM Prerequisite Not Met - check Catalog	Failed
CH 115 Section 005 — Funds of Chemistry: Funds of Chemistry - Lab CRN 90164 • Tuesday 1:30 PM-4:30 PM Prerequisite Not Met - check Catalog	Failed
BI 107 Section 001 — Mol Cell Found of Life CRN 90088 • Monday/Wednesday/Friday 9:05 AM-10:00 AM Registered	Registered
BI 107 Section 004 — Mol Cell Found of Life: Mol Cell Found of Life - Lab CRN 90093 • Thursday 10:00 AM-1:00 PM Registered	Registered
AA 205 Section 001 — Intro to Fin Mgmt for the Arts CRN 91542 • Tuesday/Thursday 8:10 AM-9:30 AM	Registered

Close

Example of mixed registration results.

Resolve Errors and Confirm Success

Use the error table to triage failures quickly and close with a final success checklist.

Common Errors and What To Do

WHAT YOU SEE	WHAT IT MEANS	WHAT TO DO NEXT
Registration hold(s) found	A registrar/advising hold is blocking registration.	Resolve the hold, refresh, then submit again.
Linked-course requirement	The selected CRN requires a paired linked section.	Add both linked components and resubmit together.
Prerequisite or approval error	Banner rejected the course for eligibility reasons.	Pick an eligible section or contact advisor/Registrar.
Time conflict	Two selected classes overlap in time.	Return to Build Schedule, change a section, regenerate, and save.
Drop Blocked by Minimum Hours	Dropping would reduce your credits below minimum load.	Add replacement credits first, then retry the drop.
Partially completed registration	Only a subset of add/drop actions succeeded.	Retry only failed items after correcting the underlying issue.

Fast success checklist

1. Build and save at least one valid schedule before your time slot.
2. Refresh seats in Shopping Cart immediately before submit.
3. Choose the correct registration mode: Add Only or Add + Drop.
4. Verify everything in Confirmed Schedule after submission.