

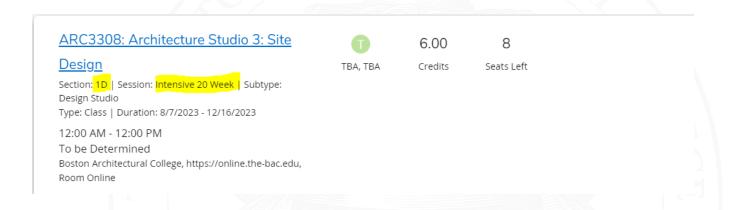
# **Course Registration Guide**

When registering for classes, please follow the below guidelines.

- Course Level Designations:
  - o **1000 Level**: Undergraduate courses, for undergraduate students only
  - o **2000 Level**: Undergraduate and Graduate students can take these courses
  - o 3000 Level: Graduate Courses, for graduate students only
- Courses with sections of A, B, C, W, Y etc., will be onsite at the BAC. Students will be expected to meet on campus on the days and times listed for that section. Any student may register for an onsite section if they meet the course requirements and level.
- Online Section Designations:
  - o 17/27: These sections are fully online and any student may register if they meet the course requirements and level
  - o 1D/2D/1RMT/2RMT: These sections are fully online and Online Master of Architecture students are only permitted to register
- Online Section Meeting Information: The online section designations above (1Z/2Z,1D/2D,1RMT/2RMT,etc) are fully remote, via an online platform. There are three meeting formats for how remote courses may be instructed, as noted below:
  - If a course has a meeting day of ASYNCHRONOUS, students will not be required to meet weekly in real-time with the
    instructor.
  - o If a course has a specific day and time listed, students will be required to attend class, via an online platform, at those times.
  - If a course is listed as ONLINE 12:00am 12:00pm, then the course will have synchronous meetings, but the class times are not
    pre-determined. Instructors and students will set meeting times the first week of classes.



• Intensive Courses: Courses listed in the Intensive 20 Week session with a section 1D/2D will have an onsite intensive. Students will be expected to meet on campus for the intensive dates. Refer to the academic calendar for semester intensive dates. Courses listed in the Intensive 20 session with 1RMT/2RMT sections also require the Intensive on the same dates, but it will be conducted via a fully online platform. Below is an example of a course that has an onsite intensive (Meeting in the Intensive 20-week session)

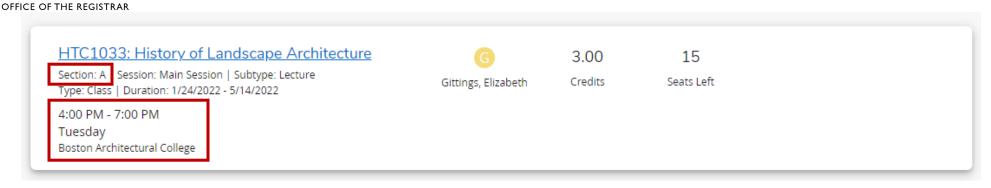


## Where to find section designation in self-service?

When using the course search feature in self-service, you can find most of the information listed above listed for each course. Make sure the term is set to 2023/Fall before searching.

• Courses with sections of A, B, C, W, X etc., will have the section listed right under the course title, while meeting information will be listed at the bottom. Note that under the day/time there is no room listed – the room will be assigned as we get closer to the start of classes.

## BOSTON ARCHITECTURAL COLLEGE



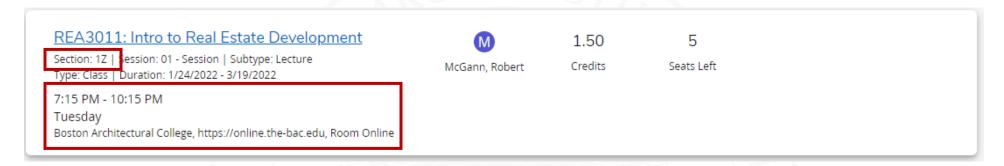
- Courses with sections 1D/2D, 1RMT/2RMT, or 1Z/2Z, etc., have three possible meeting expectations.
  - o If a course has a meeting day of **ASYNCHRONOUS**, students will **not be** required to meet weekly in real-time with the instructor.

# DME2032: Autodesk Revit: 2D and 3D Representation Section: 1Z | Session: Main Session | Subtype: Lecture Type: Class | Duration: 6/3/2024 - 7/27/2024 12:00 AM - 12:00 PM Asynchronous Boston Architectural College, https://online.the-bac.edu, Room Online

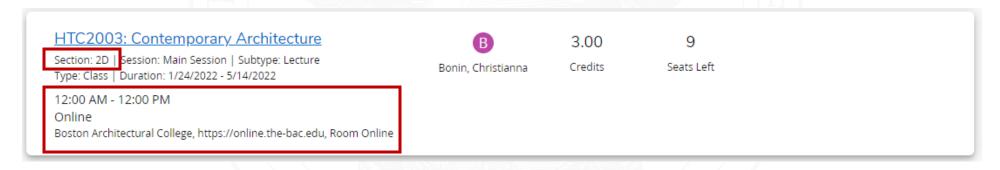
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o If a course has a **specific day and time listed**, students will be required to attend class, via an online platform, at those times.

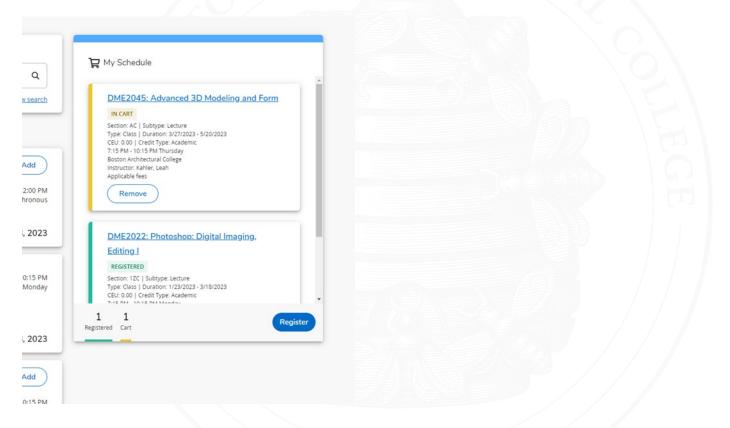


o If a course has as **ONLINE 12:00am – 12:00pm**, then the course will have synchronous meetings, but the class times are not pre-determined.





Registered Courses Vs. In Cart Courses: Courses that are registered will appear green in self-service. Courses that are added to your cart but not registered are yellow. Picture below shows student registered in DME2022 and NOT registered in DME2045. Adding courses to your cart does not finalize your registration.
 Classes must have a status of Registered to complete your registration.



• Waitlisting a Section: Students may add themselves to the waitlist of any section while registration is open in self-service. We encourage students to add themselves to the waitlist (for one section only per course) so that we can confirm the student's intention. If we can add more seats into a section, we will register the student based on waitlist placement and notify the student.



### Other Self-Service Notes

o To view the course description and more information about a course, click the blue underlined course title.

