

# **ACHIEVE A BALANCED SCHEDULE**

- Balance between Major, GE, and Electives
  - Limit 2 3 major courses for Spring 2024
  - Some Upper Division (#300-499) GE courses may also count in your major
- Use the Academic Requirements Report and Major Checklist to select courses (not the Degree Planner)
- Average 15 units per term to graduate in two years (12 units is considered full time for financial aid purposes\*)

\*In-state students pay part-time or full-time fees, not per unit

SAMPLE SCHEDULE	
Major Course	3
Major Course	3
Major Course or Upper Division Elective	3
Upper Division GE (B or C or D)	3
Upper Division Elective or Minor Course	3
TOTAL UNITS	15

Refer to advisor's Registration Plan for personalized recommendations

# **SEARCH FOR UPPER DIVISION GE COURSES**

In your MyCSULB Student Center, click "Search" under the Academics section

 Elbee's Student Center

 Academics

Ê	DEADLINES		1	) {	Search	>
	This Week's Schedule			ו	Degree Planner	>
	This week's Schedule				Enroll	>
	CLASS 🔺	SCHEDULE	DEADLINES		My Academics	>
	GEOG 325-01 LEC (8376)	TuTh 11:00AM - 12:15PM LA1 Room 300	<b>m</b>		My Textbooks	>
	HIST 331-01 SEM (10468)	MoWe 12:30PM - 1:45PM LA1 Room 309	<b>#</b>		Enrollment Adjustments	>
	HIST 378-01 LEC (10483)	MoWe 3:30PM - 4:45PM LA2 Room 104	<b>#</b>		Enroll in CSU Fully Online	>
	POSC 323-02 LEC (10784)	MoWe 11:00AM - 12:15PM SPA Room 209	<b>#</b>			
	POSC 371-02 LEC (4546)	TuTh 3:30PM - 4:45PM SPA Room 212	<b>#</b>			

2

In the **Course Number** box, select "**greater than or equal to**" for the dropdown, and type "**300**" in the box next to it

A Class Search	
Subject	Select ~
Course Number	greater than or equal to v 300
Course Career	Select ~
Mode of Instruction	Select ~
Show Open Classes Only	



4

Click on the arrow to expand "Additional Search Criteria"

Additional Search Criteria

To find Upper Division GE courses:

- Select "General Education Requirement" for the Course Attribute
- Specify the desired "GE AREA" under Course Attribute Value:
  - UD Sci Inq & Quan Rsn (UD B)
  - UD Art or Humanities (UD C)
  - UD Social Sciences (UD D)

Additional Search Criteria	
Course Attribute	General Education Requirement V
Course Attribute Value	GE AREA: UD Art or Humanities V
Meeting Start Time	greater than or equal to v 9:00AM
Meeting End Time	less than or equal to v 3:15PM
Days of Week	include only these days Monday Tuesday Wednesday
	Thursday     Friday     Saturday

## **HOW TO ENROLL IN COURSES**

In your MyCSULB Student Center, click "Enroll" under the Academics section

L	ibby's Student Cent	er								
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f	DEADLINES							Search	>	
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	CLASS	<b>^</b>	SCHEDULE	<b>^</b>	DEADLINES			My Academics	>	
	GEOG 325-01 LEC (8376)		TuTh 11:00AM - 12:15PM LA1 Room 300		<b>#</b>			My Textbooks	>	
	HIST 331-01		MoWe 12:30PM - 1:45PM		0-0-		-			

SEM (10468)	LA1 Room 309		Enrollment Adjustments	>	
HIST 378-01 LEC (10483)	MoWe 3:30PM - 4:45PM LA2 Room 104	<b>##</b>	Enroll in CSU Fully Online	>	

### B Select "**Spring 2024**" to access your Enrollment Shopping Cart

Add Classes > Select Term		
Libby Arts		
1 SELECT	CONFIRM	3 FINISH
		Sort By
Fall 2023 Undergraduate CSU Long Beach		>
Winter 2024 Undergraduate CSU Long Beach		>
Spring 2024 Undergraduate CSU Long Beach		>

If a <b>Class Number</b> is provided, enter the 4 or 5 digit code	If no specific Class Number is provided, use <b>Class Search</b> to select courses
🚝 Add to Cart	∧ Class Search
Class Number Find Classes	Subject
Enter Class Number 4916 Enter	Course Number
Search Schedule Planner	Course Career  Select
	Mode of Instruction Select ~
Α	Show Open Classes Only
	✓ Additional Search Criteria
	Clear Search B

-5	

Review class information for prerequisites, then click "Next" to add to Shopping Cart

C/LA 492-03				
Component	Lecture			
Status	<ul> <li>Open</li> </ul>			
C/LA 492-04				
Component	Activity			
Status	Open			
Session	Regular Academic Sessio	n		
Career	Undergraduate			
<ul><li>Upper Division Standi</li><li>Upper Division</li></ul>	ng			
∧ Class Notes				
Class Notes				
	ourse has been added			click " <b>Cont</b>
P Add to Cart		📜 Spring 2024 S	hopping Cart	
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Enter Class Number	Class Search	DELETE		5 🔺 ROOM 📥 IN
Enter	Search	× Delete	<u>C/LA</u> <u>492-03</u> ( <u>8195)</u> TBA	Online C
	Schedule Planner		C/LA 492-04 TBA	Offsite C
			(8196)	Location
My Spring 2024 Class Sched	lule			
My Spring 2024 Class Sched	ule			
Continue		llment		
Continue	udicates successful enro	llment		3
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#### HAVE QUESTIONS? Contact your CLA Advisor for more information