

Reimagined Scheduling

*A helpful guide for everything you
need to know about schedule
building.*



Missy Chapa | Stephanie Coello | Brittney Esqueda

Scheduling Team



Stephanie Coello

Assistant Registrar

Stephanie.Coello@tamucc.edu



Brittney Esqueda

Records Specialist II

Brittney.Esqueda@tamucc.edu

Summer 2026 Schedule Timeline

Schedule Completion

Hands off on Feb 20th

Terms: 202605, 202606, 202607, 202608

Finalized Schedule with Room Assignments available for utilization by Advising

Feb 23-25, 2026

Dec 2025 – Feb 20, 2026

Mar 30 – Apr 3, 2026

Room Optimizer

Registration Opening Week

Fall 2026 Schedule Timeline

Schedule Roll Forward

Terms: 202609, 202610, 202611, 202701, 202702, 202703, 202705, 202706, 202707, and 202708

Fall 2026 Schedule Completion: Hands off Schedule Published on SAIL

Fall 2026 Finalized Schedule with Room Assignments available for utilization by Advising

Feb 2026 – On-going

Mar 9-11, 2026

Mar 30-Apr 3, 2026

Feb 2026

Mar 6, 2026

Mar 16, 2026

Data Entry

Room Optimizer

Registration Opening Week

How to Build/Edit in Banner





Texas A&M University – Corpus Christi
Office of the University Registrar
Course Building Quick Reference Guide

Important Checks on SSASECT

- Section Number: Lecture- 0-99, Lab 1-199, Online- W, Honors- H, Blended- B, Dual Credit- IA, Online ONLY program sections- Z.
 - Consult with Registrar's office before using new section code.
- Status: A- Active, C- Closed, X- Cancelled
- Instructional Method: Face to Face (F), Blended (B), Hybrid (H) or Online (I)
- Session and Part of terms must match: check that the number of weeks match.
- Credit and Billing Hours MUST match.
- Reference IM/AM sheet from PAIRS

Banner Forms

SSASECT- Main Course Building
SSADETL- Linking & Co-Req
SSAPREQ- Pre-Requisites (must be in catalog)
SSARRES- Course Restrictions
SSAXLST- Cross-List/Stacked
SFASLST- Course Roster
SSATEXT- Comments, are not enforced
SSASYLB- Long Course Title

Course Building Quick Reference

X Schedule SSASECT 9.3.37 (BPROD)

Term: 202509 CRN: 83723 Subject: COMM Course: 1315 Title: PUBLIC SPEAKING Course Alias: Start Over

Course Section Information Section Enrollment Information Meeting Times and Instructor Section Preferences

COURSE SECTION INFORMATION

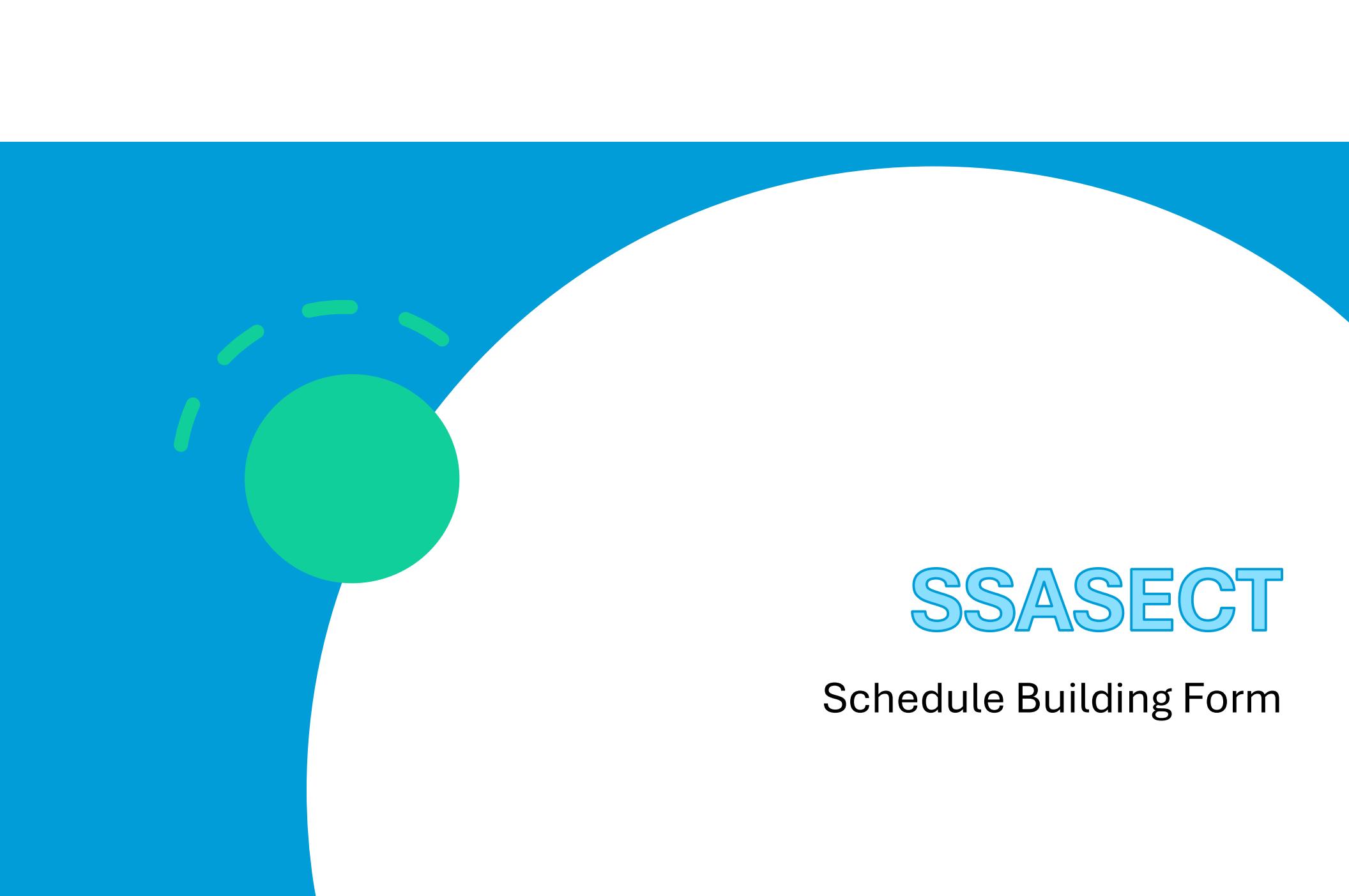
Subject: COMM COMMUNICATION	Campus: M Main - Corpus Christi	Grade Mode: G Normal Grading
Course Number: 1315	Status: A Active	Session: L 16 week session
Course Alias:	Schedule Type: LEC Lecture	Special Approval: AA Approval-Advisor
Title: PUBLIC SPEAKING	Instructional Method: I Online (100% online)	Duration:
Section: FP1	Integration Partner: IOL ISLAND ONLINE INTERFACE	<input type="checkbox"/> Override Duration
Cross List:	MUST MATCH	

CLASS TYPE

Traditional Class	Part of Term: 1	08/25/2025	12/11/2025	16
-------------------	-----------------	------------	------------	----

Open Learning Class

5



SSASECT

Schedule Building Form

Schedule SSASECT 9.3.37 (BPROD)

Term: 202601 CRN: ADD Subject: Course: Title: Course Alias: Start Over

Course Section Information Section Enrollment Information Meeting Times and Instructor Section Preferences

COURSE SECTION INFORMATION

Subject *	Campus *	Grade Mode
Course Number *	Status *	Session
Course Alias	Schedule Type *	Special Approval
Title	Instructional Method	Duration
Section *	Integration Partner	<input type="checkbox"/> Override Duration
Cross List		

CLASS TYPE

Traditional Class

Part of Term

Open Learning Class

First Last

Registration Dates Start Dates Processing Rules

Maximum Extensions 0

CREDIT HOURS

Credit Hours

Credit Hours	Lecture
Indicator	<input type="radio"/> None <input type="radio"/> To <input type="radio"/> Or
Billing Hours	Lab
Indicator	<input type="radio"/> None <input type="radio"/> To <input type="radio"/> Or
Contact Hours	Other
Indicator	<input type="radio"/> None <input type="radio"/> To <input type="radio"/> Or

CLASS INDICATORS

Prerequisite Check

Method	Daily Contact Hours	Long Title
<input type="radio"/> Basic or None <input type="radio"/> CAPP <input type="radio"/> DegreeWorks	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> CEU Indicator	<input checked="" type="checkbox"/> Print	<input type="checkbox"/> Comments
Link Identifier	<input checked="" type="checkbox"/> Gradable	<input type="checkbox"/> Syllabus
Attendance Method	<input type="checkbox"/> Tuition and Fee Waiver	
Weekly Contact	<input checked="" type="checkbox"/> Voice Response and Self-Service	

SAVE

COURSE SECTION CREATION FROM THE START

X Schedule SSASECT 9.3.37 (BPROD)

Term:

Subject:

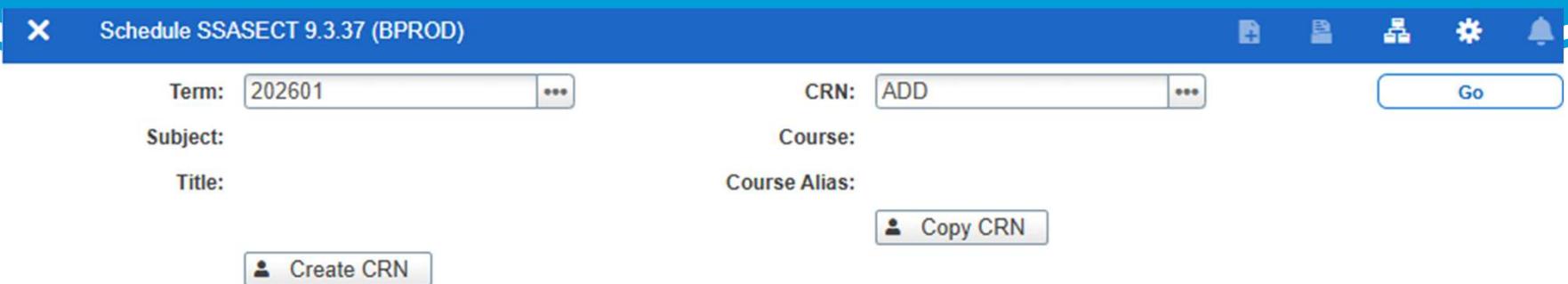
Title:

CRN:

Course:

Course Alias:

Go



Enter Term Code (202601, 202602, or 202603) in Term field

Enter “ADD” in CRN field

Click Go

SSASECT Fields & What they mean.

Course Section Information

COURSE SECTION INFORMATION

Subject *	<input type="text"/>	<input type="button" value="..."/>
Course Number *	<input type="text"/>	<input type="button" value="..."/>
Course Alias	<input type="text"/>	<input type="button" value="..."/>
Title	<input type="text"/>	
Section *	<input type="text" value="0"/>	<input type="button" value="..."/>
Cross List	<input type="text"/>	

Campus *	<input type="text"/>	<input type="button" value="..."/>
Status *	<input type="text"/>	<input type="button" value="..."/>
Schedule Type *	<input type="text"/>	<input type="button" value="..."/>
Instructional Method	<input type="text"/>	<input type="button" value="..."/>
Integration Partner	<input type="text"/>	<input type="button" value="..."/>

- **Subject** – Subject you are creating the CRN for
- **Course Number** – Course number you are creating the CRN for
- **Course Alias** – Do not touch
- **Title** – Do not touch.
- **Section** – Must be unique. If the section already exists, you will receive an error.
- **Cross List** - SSAXLST

Campus

- M= Main
- R= Rellis*

Status

- A= Active
- C= Closed
- X= Canceled

*Only courses held at the RELLIS Campus

Schedule Type

- LEC= Lecture
- LAB= Laboratory
- PRA= Practicum
- IND= Independent Study
- DSR= Dissertation
- FLD= Field Experience
- PRL= Private Lesson
- SEM= Seminar
- RCT=Recitation
- STU= Studio

Instructional Method

- See Handout

Integration Partner

Always “IOL”
Enables courses to Canvas

Section Identifiers

Alpha/Numeric-codes to designate a section number. These are assigned by departments to identify registration for special groups.

Some section codes are reserved for special groups. (R-RELLIS, Z-Online Programs, IA/IW-Islander Academy).

Section Code	Description
001-099	Lecture
100-199	Lab
W	Web-Based Course
B	Blended/Hybrid
H	Honors
AC/AT	Acadeum Course Exchange
E	E-Line Nursing
F	First Year Students
IA/IW	Islander Academy
N	Non-Credit Bearing Offering
R	Rellis
S	STEM (Math Courses)
SN	STEM Students- TSI Liable (Math Courses)
Z	Online Programs

Instructional Method

THECB has recently changed the percentages on the Instructional Method- effective Fall 2024.



*Appropriate Use of Distance Education Fees • Salaries-instructional & support staff • Wages • Material/Supplies • Services/Training • Marketing • Software Purchases • Food & Meals • Maintenance & Repair • Furnishings & Equipment

	Description	Associated DE Fee Amount*
F	Face-to-face/Web-Enhanced (25% or less online)	\$0
B	Blended (26%-50% online)	\$75
H	Hybrid (51%-99% online)	\$75
I	Online (100% online)	\$100
E	E-line (CONHS only)	\$200 (\$100 DE Fee; \$100 E-line Fee)

Code	Description	Code	Description
F	Face to face, on campus	B	Business, Hospital, Government or other Work Location
OT	Outside of Texas	H	High School for Dual Credit
FC	Foreign Country	OF*	Other Off-campus
II	Inter- Institutional	S	Synchronous, online
IS	Independent Study	A	Asynchronous, online

Instructional Method & Attendance Method

SSASECT Fields

Grade mode/ Session/ Special Approvals

Grade Mode	<input type="text"/> <input type="button" value="..."/>
Session	<input type="text"/> <input type="button" value="..."/>
Special Approval	<input type="text"/> <input type="button" value="..."/>
Duration	<input type="text"/> <input type="text"/> <input type="button" value="..."/>

Grade Mode

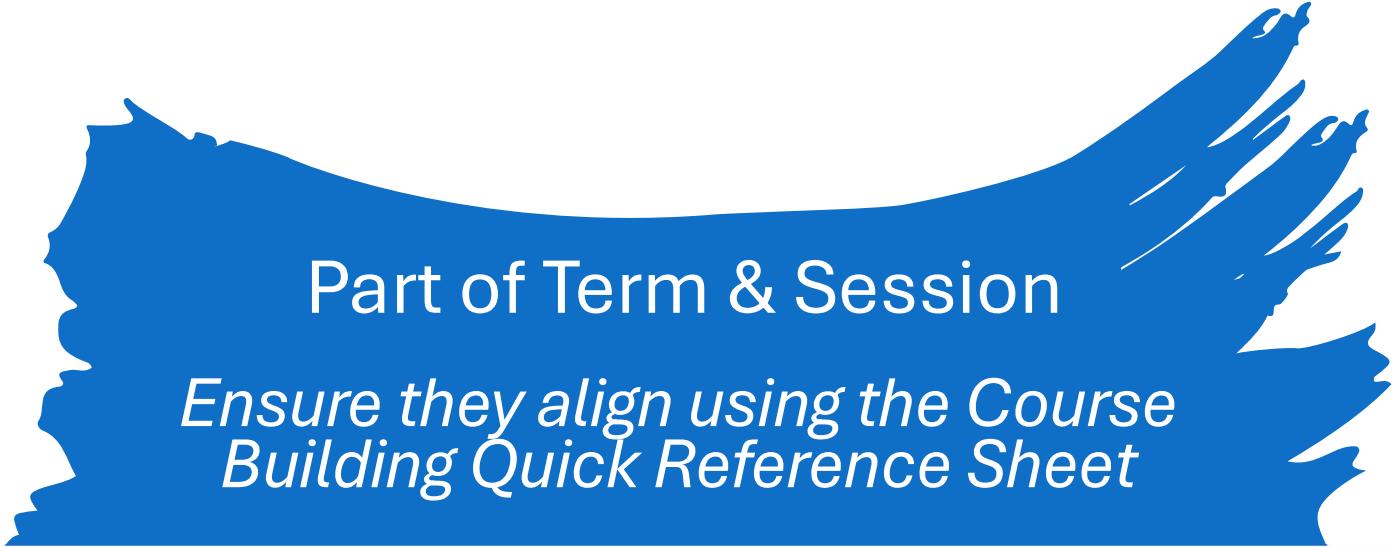
- G= Normal Grading
- Any other grade mode must have been approved at catalog process

Special Approval

- AA= Approval Advisor
- CE= Course Exchange Program
- DE= Permission – Dean
- DP= Permission- Department
- IN= Permission- Instructor
- PC= Permissions- Cert. Office

Session

- Refer to Quick Reference Guide



Part of Term & Session

Ensure they align using the Course Building Quick Reference Sheet

Course Section Information		Section Enrollment Information		Meeting Times and Instructor		Section Preferences	
COURSE SECTION INFORMATION							
Subject *	...	Campus *	...	Grade Mode	...	Insert	Delete
Course Number *	...	Status *	...	Session	...		
Course Alias	...	Schedule Type *	...	Special Approval	...		
Title		Instructional Method	...	Duration	...		
Section *	0	Integration Partner	...	Override Duration			
Cross List							
Must align with the Course Building Quick Reference Sheet							
CLASS TYPE							
Traditional Class							
Part of Term	Insert	Delete

Credit-Billing-Contact Hours

- *Credit, Billing, and Contact hours are derived from course catalog inventory.*
- *If you have a lab/lecture/recitation combo ensure you are assigning 0 hours to the lab/recitation, and the X credit hours to the lecture section.*
- *For a variable credit course, you must choose the correct number of credits the students will receive credit for, and the billing and contact hours must align with that number.*
- ***No Changes are to be made to credit or billing hours AFTER registration. If an error was made notify schedule@tamucc.edu before making any changes.***
 - ***Each student registered must be updated individually.***

Variable Credit

CREDIT HOURS

Credit Hours	1.000	3.000	3.000
Credit Hours Indicator	<input type="radio"/> None	<input checked="" type="radio"/> To	<input type="radio"/> Or
Billing Hours	1.000	3.000	3.000
Billing Hours Indicator	<input type="radio"/> None	<input checked="" type="radio"/> To	<input type="radio"/> Or
Contact Hours	2.000	6.000	
Contact Hours Indicator	<input type="radio"/> None	<input checked="" type="radio"/> To	<input type="radio"/> Or

Non-Variable Credit

CREDIT HOURS

Credit Hours	3.000	3.000	
Credit Hours Indicator	<input checked="" type="radio"/> None	<input type="radio"/> To	<input type="radio"/> Or
Billing Hours	3.000	3.000	
Billing Hours Indicator	<input checked="" type="radio"/> None	<input type="radio"/> To	<input type="radio"/> Or
Contact Hours	3.000		
Contact Hours Indicator	<input checked="" type="radio"/> None	<input type="radio"/> To	<input type="radio"/> Or

Variable topic courses can vary from 1 to 9 hours.

The credit and billing hours must match.

- There are major implications if not matching like errors on student transcripts, student fees and bills, and faculty workload calculations.

Cross listed sections should have matching credit and billing hours across the group.

SSASECT Fields

Class Indicators

Prerequisite Check Basic or None CAPP DegreeWorks

Method

CEU Indicator

Link Identifier

Attendance Method

Weekly Contact Hours

Daily Contact Hours

Print

Gradable

Tuition and Fee Waiver

Voice Response and Self-Service Available

Long Title

Comments

Syllabus

Hit save to create the CRN

SAVE

Link Identifiers

- Code to link corresponding course section. This means a student will need to register for both courses. Used for same subject and course number but different section.

Attendance Method

- Refer to Instructional and Attendance Method guide

Print

- Check box = prints the section in the course schedule and reports

Gradable Indicator

- Uncheck for zero credit labs where grade is given in lecture section
- If not checked, the course will not appear in degree planner
- MAJOR Implications if checked when it shouldn't be or vice versa:
Reporting, Degree Works, Missing Grades, End of Term

Section Enrollment Information

Enrollment Details

Maximum/Actual/Remaining

Maximum

- The max number of students that can register for the section
- Maximum enrollment does not roll over

Actual

- Students who are registered for the course section

Remaining

- Equals maximum enrollment minus actual enrollment
- Remaining = Maximum – Actual

▼ ENROLLMENT DETAILS

Maximum *

Actual

Remaining

Courses set to zero (0) maximum *DO NOT* appear in SAIL and will *NOT* get a classroom assignment.

Waitlist Maximum *

Waitlist Actual

Waitlist Remaining

Waitlist Maximum/Actual/Remaining

Waitlist Maximum = the max number of students that can be put on the waitlist

- Enter 10 or less
- Department's decision which courses to make waitlist

Waitlist Actual

- Students who are on the waitlist for the course

Waitlist Remaining

- Remaining = Maximum - Actual

Meeting Time and Instructor

Tab

Tab to begin and the course dates will populate.

- Double check for correct Start Date and End Date.

Check

Check the days of the week the class will be offered.

If no days or times for course, hours per week should match contact hours.

Enter

Enter Start and End Times

- Military Time
- Session Indicator
- Should match *Course Section Information* tab

Course Section Information		Section Enrollment Information		Meeting Times and Instructor		Section Preferences																	
Times and Instructors		Scheduler Preferences																					
Meeting Dates		Meeting Location and Credits																					
▼ SCHEDULE																							
Meeting Time	Meeting Type	Start Date *	End Date *	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Start Time	End Time	Sessi	Settings	Insert	Delete	Copy						
	CLAS	01/20/2026	05/12/2026	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1400	1450	L										

Hybrid/Blended Courses

Navigate to meeting times and instructor

1 → Tab over to populate dates and select the days and time the faculty will need a room.

2 → Select Insert and follow step 2 and select day and time the faculty will NOT need a room.

Course Section Information		Section Enrollment Information		Meeting Times and Instructor		Section Preferences					
Times and Instructors		Scheduler Preferences									
Meeting Dates		Meeting Location and Credits									
▼ SCHEDULE											
Meeting Type	Start Date *	End Date *	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Start Time	End Time
CLAS	08/25/2025	12/11/2025	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1000	1050
CLAS	08/25/2025	12/11/2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

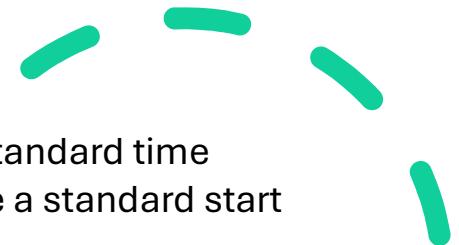


If a department has a hybrid/blended course and only hosting ONE in-person class per week, the faculty must choose which day class will be held.



Our office will schedule a room for the one in-person meeting day. Must let our office know which day.

STANDARD TIME BLOCKS AND DISTRIBUTION RULES



- Courses must be scheduled in a standard time block. Labs/Recitations must have a standard start time.
- All courses that are not in standard time blocks must be have prior approval from the AVP-Registrar and the Provost.
- No rooms will be scheduled for any courses not scheduled in standard time blocks
- At least 20% of three credit hour undergraduate lecture classes in each college **MUST** be scheduled in MWF time blocks.
- At least 10% of three credit hour undergraduate lecture classes in each college **MUST** be scheduled to begin **BEFORE** 9:30AM.

STANDARD TIME BLOCKS

FALL/SPRING STANDARD CLASS MEETING TIME SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00	MWF 8:00-8:50 (0800-0850)		MWF 8:00-8:50 (0800-0850)	TR 8:00-9:15 (0800-0915)	MWF 8:00-8:50 (0800-0850)	
8:30						
9:00	MWF 9:00-9:50 (0900-0950)		MWF 9:00-9:50 (0900-0950)		MWF 9:00-9:50 (0900-0950)	
9:30						S 9:00-11:30 (0900-1130)
10:00	MWF 10:00-10:50 (1000-1050)	TR 9:30-10:45 (0930-1045)	MWF 10:00-10:50 (1000-1050)	TR 9:30-10:45 (0930-1045)	MWF 10:00-10:50 (1000-1050)	
10:30						
11:00	MWF 11:00-11:50 (1100-1150)	TR 11:00-12:15 (1100-1215)	MWF 11:00-11:50 (1100-1150)	TR 11:00-12:15 (1100-1215)	MWF 11:00-11:50 (1100-1150)	
11:30						
12:00	MWF 12:00-12:50 (1200-1250)		MWF 12:00-12:50 (1200-1250)		MWF 12:00-12:50 (1200-1250)	
12:30		TR 12:30-1:45 (1230-1345)		TR 12:30-1:45 (1230-1345)		S 12:00-2:30 (1200-1430)
1:00	MWF 1:00-1:50 (1300-1350)		MWF 1:00-1:50 (1300-1350)		MWF 1:00-1:50 (1300-1350)	
1:30						
2:00	MW 2:00-3:15 (1400-1515)	TR 2:00-3:15 (1400-1515)	MW 2:00-3:15 (1400-1515)	TR 2:00-3:15 (1400-1515)		
2:30						
3:00						
3:30	MW 3:30-4:45 (1530-1645)	TR 3:30-4:45 (1530-1645)	MW 3:30-4:45 (1530-1645)	TR 3:30-4:45 (1530-1645)		
4:00						
4:30		M 4:20-6:50 (1620-1850)	T 4:20-6:50 (1620-1850)		R 4:20-6:50 (1620-1850)	
5:00						
5:30	MW 5:30-6:45 (1730-1845)	TR 5:30-6:45 (1730-1845)	MW 5:30-6:45 (1730-1845)	TR 5:30-6:45 (1730-1845)		
6:00						
6:30						
7:00	MW 7:00-8:15 (1900-2015)	M 7:00-9:30 (1900-2130)	TR 7:00-8:15 (1900-2015)	T 7:00-9:30 (1900-2130)	MW 7:00-8:15 (1900-2015)	
7:30						
8:00						
8:30						
9:00						

Term: 202601 CRN: 10675 Subject: THEA Course: 1310 Title: THEATRE APPRECIATION Course Alias:

Course Section Information		Section Enrollment Information		Meeting Times and Instructor		Section Preferences	
Times and Instructors		Scheduler Preferences					
Meeting Dates		Meeting Location and Credits					
SCHEDULE							
Automatic Scheduler	Building	Room	Schedule Type *	Hours per Week *	Override Indicator	Session Credit Hours	
	...		LEC	2.50		3.000	
<input type="button" value=""/> <input type="button" value=""/> <input type="button" value=""/> 1 of 1 <input type="button" value=""/> <input type="button" value=""/>		10 Per Page					

Hours Per Week

- All courses must have Hours per Week entered that must match the contact hours.
- Leaving this field blank in Banner will not let you assign an Instructor to the section.

Adding an Instructor-WORKLOAD IMPLICATIONS

Session Indicator

- MUST match session code from *Course Section Information* tab

ID and Name

- Enter faculty ID (A#) or name. Tab and instructor information will populate.

Instructional Workload

Percent of Responsibility and Percent of Session

- Must match for every individual CRN and by instructor.
- The % of responsibility needs to equal 100% for every individual CRN.
 - If a course is cross listed or stacked, each individual CRN will need to equal 100% responsibility and 100% session.
 - If there are more than one instructor on the cross listed or stacked course, then the sum of their % responsibility and % session will need to total up to 100% for the individual CRN.
 - If there's a team-taught course, then the % of responsibility and % of session will be split between the instructors to equal 100%. (100/0, 90/10, 80/20, 70/30, 60/40, 50/50)
- Department Chairs will submit an override to adjust faculty workload for cross listed or stacked courses in the faculty workload self-service portal in SAIL during the faculty workload review process.

Primary Indicator and Override Indicator

Adding Registration Controls

25

Special Approvals

- Departmental or Instructor permission

Restrictions

- Based on classification, program, major, etc.

Pre-requisites

- Course “A” must be completed before registering for course “B”

Comments

- Un-programmable pre-requisites, or notes

Special Approvals

AA= Approval Advisor

CE= Course Exchange Program

DE= Permission – Dean

DP= Permission-Department

IN= Permission-Instructor

PC= Permissions-Cert. Office

SSARRES

Registration Restrictions

Department and Field of Study

- Department Restrictions
- Field of Study Restrictions

Class and Level

- Class
- Level

Degree and Program

- Degree
- Program

Campus and College

- Campus
- College

Student Attribute and Cohort

- Attribute
- Cohort Restrictions

Department and Field of Study	Class and Level	Degree and Program	Campus and College	Student Attribute and Cohort
DEGREE RESTRICTIONS				
Include/Exclude (I/E) <input type="radio"/> Include <input checked="" type="radio"/> Exclude				
Degree				Description
1 of 1 10 Per Page				
PROGRAM RESTRICTIONS				
Include/Exclude (I/E) <input checked="" type="radio"/> Include <input type="radio"/> Exclude				
Program				Description
BU-BBA-ACCT				BBA with Major in Account
BU-BBA-BAIS				BBA with Major in Bus Ar
BU-BBA-BUSI				BBA in General Business
BU-BBA-DUAL				Dual Major in College of
BU-BBA-ECOB				BBA in Business Econom
BU-BBA-FINA				BBA with Major in Financ
BU-BBA-MGMT				BBA with Major in Manag
BU-BBA-MISY				BBA with Major in Mgmt
BU-BBA-MKTG				BBA with Major in Market
1 of 1 10 Per Page				

X Schedule Restrictions SSARRES 9.3.11 (BPROD)		ADD	RETRIEVE		
Department and Field of Study	Class and Level	Degree and Program	Campus and College	Student Attribute and Cohort	
CLASS RESTRICTIONS					
Include/Exclude (I/E) <input checked="" type="radio"/> Include <input type="radio"/> Exclude					
Class				Description	
JR				Juniors	
PB				Post-Baccalaureate	
SR				Seniors	
1 of 1 10 Per Page					
LEVEL RESTRICTIONS					
Include/Exclude (I/E) <input type="radio"/> Include <input checked="" type="radio"/> Exclude					
Level				Description	
1 of 1 10 Per Page					

Remember to *include* when adding restrictions. Banner defaults to exclude.

University Catalog

Pre-requisites, co-requisites, and restrictions MUST be printed in the University Catalog.

BIOL 3403 Molecular Biology

4 Semester Credit Hours (3 Lecture Hours, 3 Lab Hours)

Principles of molecular biology including advanced concepts of gene structure, expression and regulation, chromatin structure, recombination, and current molecular biology techniques. Laboratory emphasis is on basic skills for nucleic acid analyses, including extraction, PCR amplification, quantification, restriction, and electrophoresis. DNA sequencing-based approaches are covered including bioinformatics for sequence comparisons, polymorphisms, and molecular identification. Offered every Spring. Cross listed with [BIMS 3403](#).

Prerequisite: [BIOL 2416](#) and [2421](#).

Co-requisite: [SMTE 0092](#).

SSAPREQ

Prerequisite Registration Restrictions

Information driven from catalog course description.

If a grade is entered, a permit must be placed to allow registration for students who are currently enrolled in pre-req course to register.

If no grade is entered, students who are enrolled in pre-req will be able to register for the course.

Section Information		Section Test Score and Prerequisite Restrictions								
SECTION TEST SCORE AND PREREQUISITE RESTRICTIONS										
And/Or	'('	Test Code	Test Score	Subject	Course Number	Level	Grade	Concurrency)'	
				BIOL	1406		U	C (None)		
And				BIOL	1407			(None)		
And				CHEM	1411			(None)		
And				CHEM	1412			(None)		

SSATEXT

Special Comments

Only 60 characters allowed per line.

Only for essential items because it prints in the schedule and, when overused, clutters up the page.

This appears on the Notes section when registering but not shown on transcript when printed.

Comments are not enforceable and will not restrict registration.

Term: 202409 CRN: 71373 Subject: ARTS Course: 4303 Title: ADVANCED PAINTING

▼ SECTION TEXT

Section Text *

Assumes competencies attained in ARTS 3303

◀ ◀ 1 of 1 ▶ ▶ | 10 | Per Page

▼ SECTION LONG TEXT

Section Long Text

Course Long Title

SSASYLB

Enter the default catalog title just as it appears in the "COURSE TITLE"

Add a colon and, in mixed case, add the long title.

This is EXACTLY what will appear in the class schedule and on the student's transcript, so be sure it is spelled correctly.

Don't forget to Save at bottom right-hand corner.

This is **required** for DIS, IND, and Special Topic sections.

X Section Syllabus SSASYLB 9.3 (BPROD)

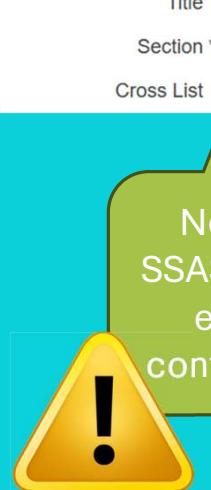
Term: 202009 CRN: 54386 Subject: ACCT Course: 5396 Course Title: DIRECTED INDIVIDUAL RESEARCH

Long Title and Learning Objectives	Required Materials and Technical Requirements
▼ SECTION LONG TITLE	
<input type="button" value="Copy"/>	Section Long Title: <input type="text" value="Directed Individual Research: Cost Estimation & Management"/>
URL: <input type="text"/>	

Course Section Information Section Enrollment Information Meeting

▼ COURSE SECTION INFORMATION

Subject	THEA	THEATRE
Course Number	4375	
Course Alias		
Title	LIGHTING DESIGN	
Section *	00	
Cross List		



Never edit section Title in SSASECT. It creates transcript entry errors and causes conflicts with state reporting.

Permits- SFASRPO

Student Registration Permit-Override

Enter student ID, Term code, and click GO

Choose a permit (click on the 3 dots to search for a permit)

- Enter the CRN and subject and course will populate (permit for exact section)
- Enter the subject and course Number (permit for any section).

Permits are entered at the student level and must be entered for each course section the student is permitted into.

Codes

ADA= Approval by Advisor	CAP= Capacity	CLA= Classification	COL= College
CRE= Co-Requisite	CRSE= Course Overload Hours	DEG= Degree	DUP= Duplicate
FLD= Field of Study	LEV= Level	MAJ= Major	PRD= Permission-Department
PRE= Pre-Requisite	PRI= Permission-Instructor	PRO= Program	TIME= Time Conflict

ID:	STUDENT PERMITS AND OVERRIDES													STUDENT SCHEDULE																							
Permit *	Permit Description				CRN	Subject	Course Number				Section	Settings	Insert	Delete	Copy	Filter																					
CRE	Co-Requisite					ENGR	2106																														
CRE	Co-Requisite					ENGR	2306																														
PRE	Pre-Requisite					ENGR	2106																														
PRE	Pre-Requisite					ENGR	2306																														
◀ ▶ (1) of 1		5 Per Page																																			
Record 1 of 4																																					
STUDENT SCHEDULE																																					
CRN	Part of Term	Subject	Course Number	Section	Available	Waitlisted	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Begin Time	End Time	Error	Link	Crosslist Group																			
52598	1	ENGR	2460	001	2	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1000	1050		AA	EE																				
52599	1	ENGR	2460	201	4	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1400	1515		BB	EF																				
53651	1	SMTE	0099	W01	832	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									



Making the Connection



LINKED: LECTURE-
LABORATORY OR
LECTURE-
RECITATION WITH
SAME COURSE
NUMBER



CROSS-LISTED:
FACULTY TEACHING
SAME DAY, TIME
AND PLACE.



STACKED:
SECTIONS AT
DIFFERENT LEVELS
TAUGHT TOGETHER
AS A GROUP

LEC/LAB Links: what does that mean?

Ensures student registers for the LEC section of a course and registers for one of several connected LAB/RCT sections.

All sections in the linked group **MUST** have the same subject and course number but different section numbers:
ex: BIOL 1308.001 & BIOL 1308.101

Conceptual Summary

Need: students need to register for both lecture and lab/rct.

BIOL- 1308.001 LEC [AA]	BIOL-1308.101 LAB [BB]
	BIOL-1308.102 LAB [BB]
	BIOL-1308.103 LAB [BB]

BIOL 1308.002 LEC [CC]	BIOL-1308.104 LAB [DD]
	BIOL-1308.105 LAB [DD]
	BIOL-1308.106 LAB [DD]

GISC- 1470.001 LEC [AA]	GISC-1470.101 LAB [BB]
	GISC-1470.IW1 LAB [FF]

GISC- 1470.IW1 LEC [EE]	GISC-1470.IW2 LAB [FF]
-------------------------------	------------------------

GISC- 1470.W01 LEC [CC]	GISC-1470.W11 LAB [DD]
-------------------------------	------------------------

Step By Step to Linking

Step 1

SSASECT

- In the lecture section, enter the Link Identifier, “AA”.

SAVE.

X Schedule SSASECT 9.3.15 (BPROD)

Term: 202009 CRN: 53030 Subject: BIOL Course: 1406 Title: BIOLOGY I

Course Section Information	Section Enrollment Information	Meeting Times and Instructor	Section Preferences
COURSE SECTION INFORMATION Subject: BIOL ... BIOLOGY Course Number: 1406 ... Title: BIOLOGY I Section *: 001 ... Cross List: ...	CAMPUS : M ... Main - Co STATUS : A ... Active SCHEDULE TYPE : LEC ... Lecture INSTRUCTIONAL METHOD : F ... Face to F INTEGRATION PARTNER : IOL ... ISLAND		
CLASS TYPE Traditional Class Part of Term: 1 ... 08/24/2020 12/10/2020 16			
OPEN LEARNING CLASS Registration Dates: ... Start Dates: ... Maximum Extensions: 0			
CREDIT HOURS Credit Hours: 0.000 4.000 4.000 Credit Hours Indicator: <input type="radio"/> None <input type="radio"/> To <input checked="" type="radio"/> Or Billing Hours: 0.000 4.000 4.000 Billing Hours Indicator: <input type="radio"/> None <input type="radio"/> To <input checked="" type="radio"/> Or Contact Hours: 5.000 Contact Hours Indicator: <input type="radio"/> None <input type="radio"/> To <input type="radio"/> Or			
CLASS INDICATORS Prerequisite Check Method: <input checked="" type="radio"/> Basic or None <input type="radio"/> CAPP <input type="radio"/> DegreeWorks Daily Contact Hours: <input checked="" type="checkbox"/> Print <input checked="" type="checkbox"/> Gradelable <input type="checkbox"/> Tuition and Fee Waiver <input checked="" type="checkbox"/> Voice Response and Link Identifier: AA Attendance Method: 1 ... Face-to-Face Weekly Contact Hours: ...			

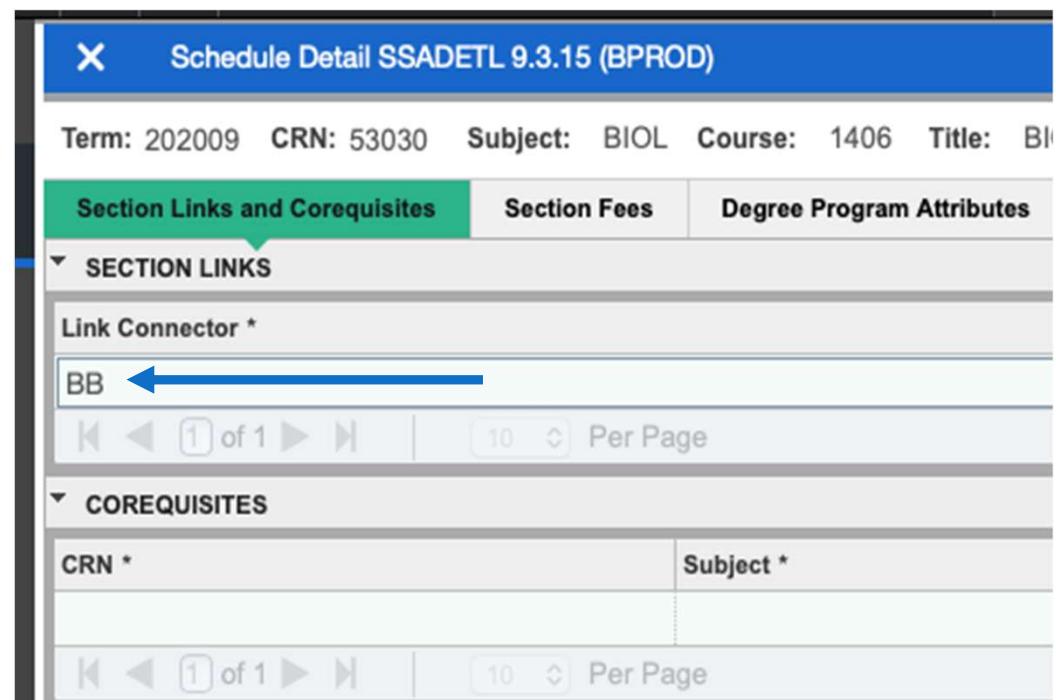
Step By Step to Linking

Step 2

SSADETL

- In the lecture section, enter the link connector code “BB” for the lab sections that need to be connected to the lecture.

SAVE.



Step By Step to Linking

Step 3

SSASECT

- In the lab section, enter the Link Identifier, “BB”.

SAVE.

Schedule SSASECT 9.3.15 (BPROD)

Term: 202006 CRN: 30019 Subject: BIOL Course: 1406 Title: BIOLOGY I

Course Section Information		Section Enrollment Information		Meeting Times and Instructor		Section Preferences	
COURSE SECTION INFORMATION							
Subject	BIOL	BIOLOGY	Campus *	M	Main - Corpus Christi		
Course Number	1406		Status *	A	Active		
Title	BIOLOGY I			Schedule Type	LAB	Laboratory	
Section *	101		Instructional Method	F	Face to Face/No W		
Cross List				Integration Partner	IOL	ISLAND ONLINE I	
CLASS TYPE							
Traditional Class							
Part of Term	SUM	06/01/2020	07/03/2020	5			
Open Learning Class							
Registration Dates	First			Last			
Start Dates							
Maximum Extensions	0						
CREDIT HOURS							
Credit Hours							
Credit Hours	0.000	4.000	0.000	Lecture I			
Indicator	<input type="radio"/> None	<input type="radio"/> To	<input checked="" type="radio"/> Or				
Billing Hours	0.000	4.000	0.000	Lab I			
Indicator	<input type="radio"/> None	<input type="radio"/> To	<input checked="" type="radio"/> Or				
Contact Hours	5.000			Other I			
Indicator	<input checked="" type="radio"/> None	<input type="radio"/> To	<input type="radio"/> Or				
CLASS INDICATORS							
Prerequisite Check Method							
<input type="radio"/> Basic or None	<input type="radio"/> CAPP	<input type="radio"/> DegreeWorks	Daily Contact Hours				
<input type="checkbox"/> CEU Indicator							
<input type="checkbox"/> BB							
Attendance Method							
1	...	Face-to-Face	<input checked="" type="checkbox"/> Print				
<input type="checkbox"/> Gradable							
<input type="checkbox"/> Tuition and Fee Waiver							
<input checked="" type="checkbox"/> Voice Response and Self-Servic							

Step By Step to Linking

Step 4

SSADETL

- In the lab section, enter the link connector code “AA” for the lecture section that needs to be connected to the lab.

SAVE.

Repeat steps 3 and 4 for all lab sections in this group.

X Schedule Detail SSADETL 9.3.15 (BPROD)

Term: 202006 CRN: 30019 Subject: BIOL Course: 1406 Title: BIOLOGY I

Section Links and Corequisites	Section Fees	Degree Program Attributes	Contract an
SECTION LINKS Link Connector * AA 			
COREQUISITES CRN * <input type="text"/> Subject * <input type="text"/> 1 of 1 Per Page			

NO CHANGES TO LINKS SHOULD BE MADE AFTER REGISTRATION OPENS.



Corequisites SSADETL

- A corequisite is a course that a student must take at the same time as another course or requirement.
 - Similar to linking but not the same subject and course number. Example: SMTE safety seminars.
- Must be in the catalog and coreq'd at the catalog level and then at the section level.
 - Send email to schedule@tamucc.edu to request courses be coreq'd at the catalog level.

Schedule Detail SSADETL 9.3.15 (BPROD)

Term: 202001 CRN: 23404 Subject: MATH Course: 0099 Title: NON-COURSE DEVELOPMENTAL

Section Links and Corequisites	Section Fees	Degree Program Attributes	Contract and Block Schedule Information
SECTION LINKS			
Link Connector *			
<input type="button" value="<"/> <input type="button" value="1 of 1"/> <input type="button" value=">"/> <input type="button" value="10"/> Per Page			
COREQUISITES			
CRN *	Subject *	Course *	
<input type="text"/>	<input type="text"/>	<input type="button" value="..."/>	
<input type="button" value="<"/> <input type="button" value="1 of 1"/> <input type="button" value=">"/> <input type="button" value="10"/> Per Page			

Enter term and CRN of the first course.

In the Co-Req box enter the CRN of the one you want to connect.

If applicable, repeat steps for second course.

Cross-Listed & Stacked Sections

Cross- Listed

- Students can register for the same course at the same time, in the same place, with the same instructor, using different prefixes
 - SOCI 4331 Juvenile Delinquency
 - CRIJ 4331 Juvenile Delinquency

Stacked

- Course sections at different levels taught as combined classes by the same faculty member at identical days and times.
- Most commonly, a 4000- level section combined with a 5000-level section meeting together.
- Must put controls to restrict, to ensure students register for the correct level.

Why

Required for Coordinating Board reporting.

Faculty instructional workload reporting to work correctly.

Classroom Assignments

Canvas course section merges

?

SSAXLST

Schedule Cross List Definition SSAXLST 9.3.29 (BPROD)

Term: <input type="text" value="202601"/>	Cross List Group: <input type="text"/> ...
Identifier		

- Select the three dots by the Cross List Group Identifier dialog box.
- If you know the cross-list code, enter term and cross list code.

SCHEDULE CROSS LIST QUERY

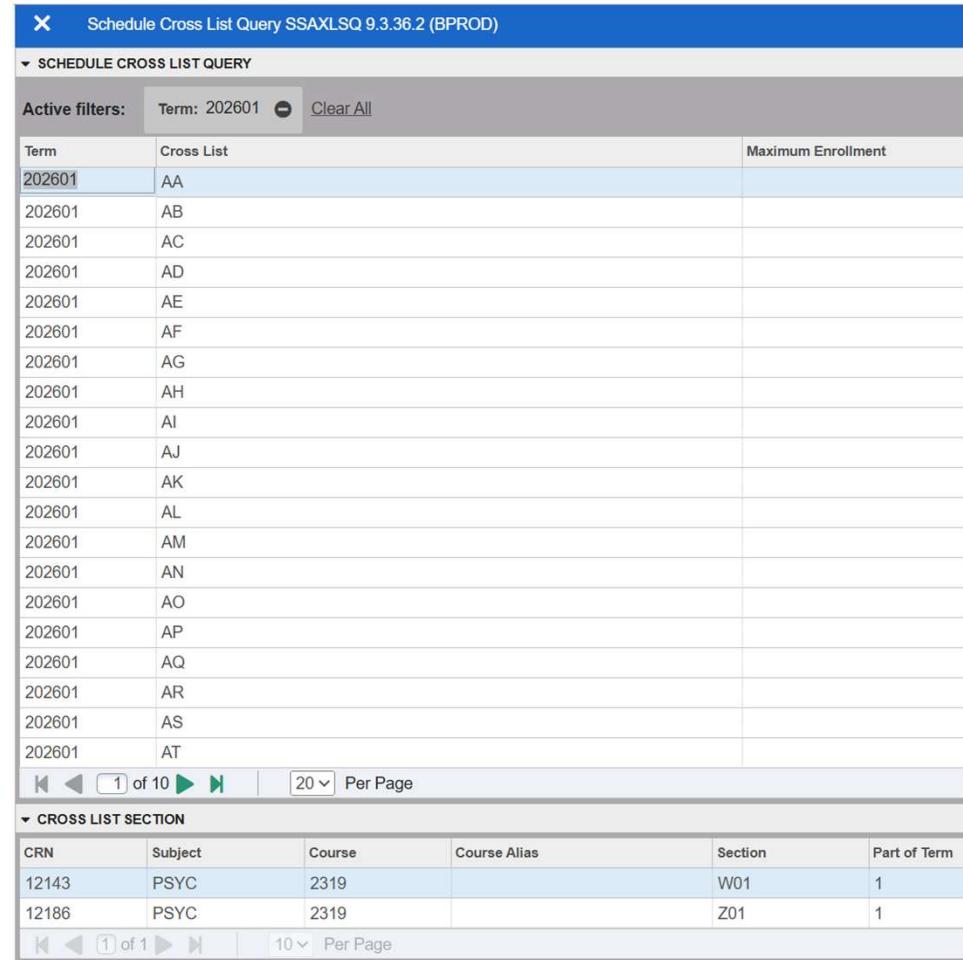
Basic Filter Advanced Filter

Term <input type="text" value="202601"/> ...	Cross List <input type="text"/> ...	Maximum Enrollment <input type="text"/> ...	Actual Enrollment <input type="text"/> ...	Seats Available <input type="text"/> ...
---	--	--	---	---

- Enter the term in which you are building the course for and select "GO"

Cross-Listed & Stacked Sections SSAXLST

- The query will show you all the codes that have been used as well as the courses they connect.
- Scroll up and down to find the next code. You can also go to the end of the list.



The screenshot shows a software interface titled "Schedule Cross List Query SSAXLSQ 9.3.36.2 (BPROD)". The main table displays "Cross List" sections for term 202601, with columns for Term and Cross List. The data includes codes such as AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, and AT. Below this table is a "CROSS LIST SECTION" table showing course details for PSYC 2319, with columns for CRN, Subject, Course, Course Alias, Section, and Part of Term. The data includes rows for PSYC 2319 sections W01 and Z01.

Term	Cross List	Maximum Enrollment
202601	AA	
202601	AB	
202601	AC	
202601	AD	
202601	AE	
202601	AF	
202601	AG	
202601	AH	
202601	AI	
202601	AJ	
202601	AK	
202601	AL	
202601	AM	
202601	AN	
202601	AO	
202601	AP	
202601	AQ	
202601	AR	
202601	AS	
202601	AT	

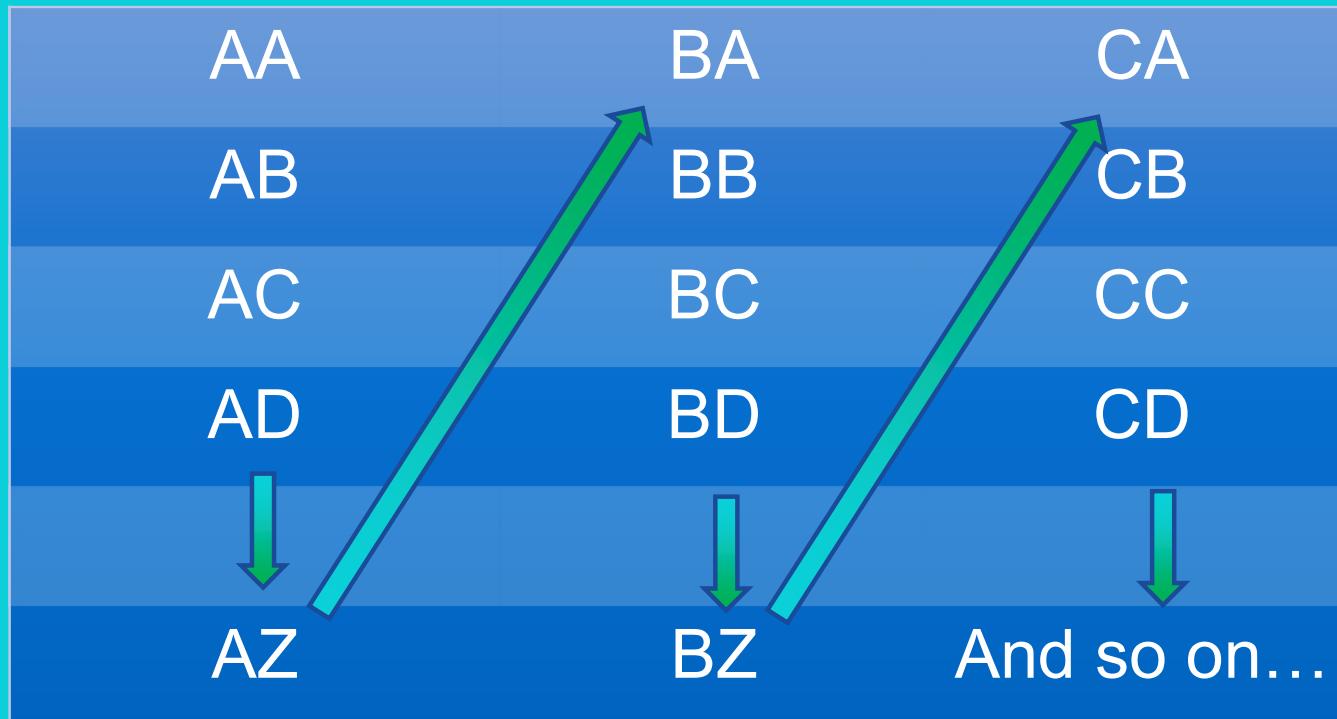
1 of 10 | 20 Per Page

CRN	Subject	Course	Course Alias	Section	Part of Term
12143	PSYC	2319		W01	1
12186	PSYC	2319		Z01	1

1 of 1 | 10 Per Page

Cross-Listed & Stacked Sections

Conceptual Summary



- The query will show you all the codes that have been used as well as the courses they connect.
- Scroll up and down to find the next code. You can also go to the end of the list.

Cross-Listed & Stacked Sections

SSAXLST

If updates are made to an individual CRNs enrollment maximum in SSASECT, the maximum enrollment for the cross list must also be updated in SSAXLST.

The screenshot shows the SSAXLST application interface. At the top, a blue header bar displays the title "Schedule Cross List Definition SSAXLST 9.3.29 (BPROD)". Below the header, there are input fields for "Term" (202601) and "Cross List Group" (Identifier). The main area is divided into two sections: "CROSS LIST ENROLLMENT" and "CROSS LIST SECTION".

CROSS LIST ENROLLMENT: This section shows enrollment details. The "Maximum Enrollment" field is highlighted with a green border and contains the value "40". Other fields include "Actual Enrollment" (0) and "Seats Available" (40).

CROSS LIST SECTION: This section displays a table of course sections. The columns include CRN, Block, Subject, Course Number, Section, Part of Term, Campus, Credit Hours Low, Credit Hours Indicator, Credit Hours High, Reserved Indicator, Enrollment Maximum, Enrollment Actual, and Enrollment Status. Two rows are visible:

CRN	Block	Subject *	Course Number *	Section *	Part of Term	Campus *	Credit Hours Low	Credit Hours Indicator	Credit Hours High	Reserved Indicator	Enrollment Maximum	Enrollment Actual *	Enrollment Status
20128		BIMS	3300	001	1	M	3.000				20	0	
20129		BIOL	3300	001	1	M	3.000				20	0	

1. Enter term, the cross list group identifier, and select GO.

2. Enter max enrollment and next block.

3. Enter CRNS that are to be cross listed and SAVE.

Copy CRN

SSASECT

To create multiple sections of the same course

Term: 202601 CRN: 10675 Subject: THEA Course: 1310 Title: THEATRE APPRECIATION Course Alias:

Course Section Information		Section Enrollment Information	Meeting Times and Instructor	Section Preferences
▼ COURSE SECTION INFORMATION				
Subject	THEA	THEATRE	Campus *	M Main - Corpus Christi
Course Number	1310	***	Status *	A Active
Course Alias	THEATRE APPRECIATION		Schedule Type	LEC Lecture
Title	THEATRE APPRECIATION		Instructional Method	F Face-to-Face/Web Enhanced 25%>
Section *	0	***	Integration Partner	IOL ISLAND ONLINE INTERFACE
Cross List				

- Change section number to 0 and click Save. Make note of the CRN you are copying.

Schedule SSASECT 9.3.37 (BFRESH)

Term: 202601	CRN: 10675
Subject: THEA	Course: 1310
Title:	Course Alias:
<input type="button" value="Create CRN"/>	
<input type="button" value="Copy CRN"/>	

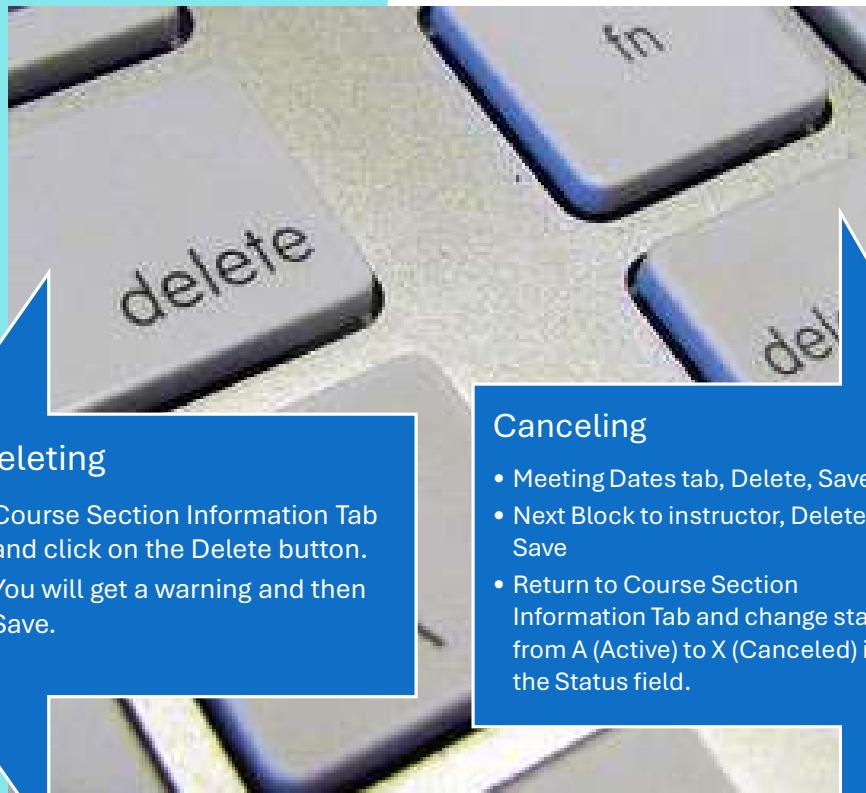
- Select 'COPY CRN'.

Don't forget to change the original CRN's section number from 0.

Default Section Details SSASECT 9.3.37 (BFRESH)

Default Term: 202601	Default CRN: <input type="text"/>
<input type="button" value="Process Default"/>	<input type="button" value="Cancel"/>

- Enter CRN you are copying and select 'Process Default'.
- A new CRN will be created.



Deleting

- Course Section Information Tab and click on the Delete button.
- You will get a warning and then Save.

Canceling

- Meeting Dates tab, Delete, Save
- Next Block to instructor, Delete, Save
- Return to Course Section Information Tab and change status from A (Active) to X (Canceled) in the Status field.

Cancel vs. Delete

- The difference between deleting a class and cancelling a class, is that once it's deleted, you cannot retrieve it again.
- All data must be removed before you can cancel & delete the CRN.

Course Changes After Registration Opens

Check in with Scheduling Team: Email us at schedule@tamucc.edu to determine if the change will require dropping registered students.

Secure the section: Temporarily set the max enrollment to **zero** and the status to **closed** to prevent new registrations.

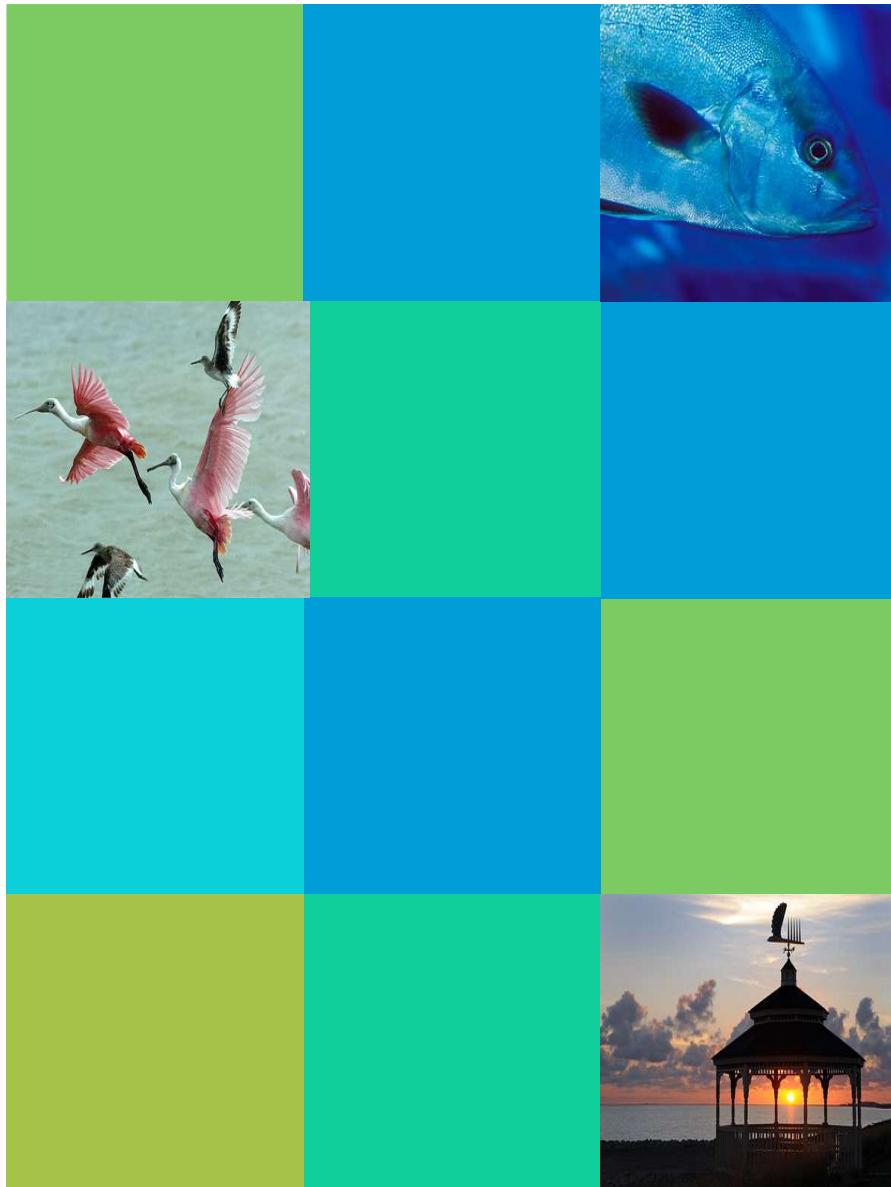
Notify students: Email current students to explain that they will be dropped so the changes can be updated. Ensure they are aware of the any distance learning fee and that they must re-register themselves afterward.

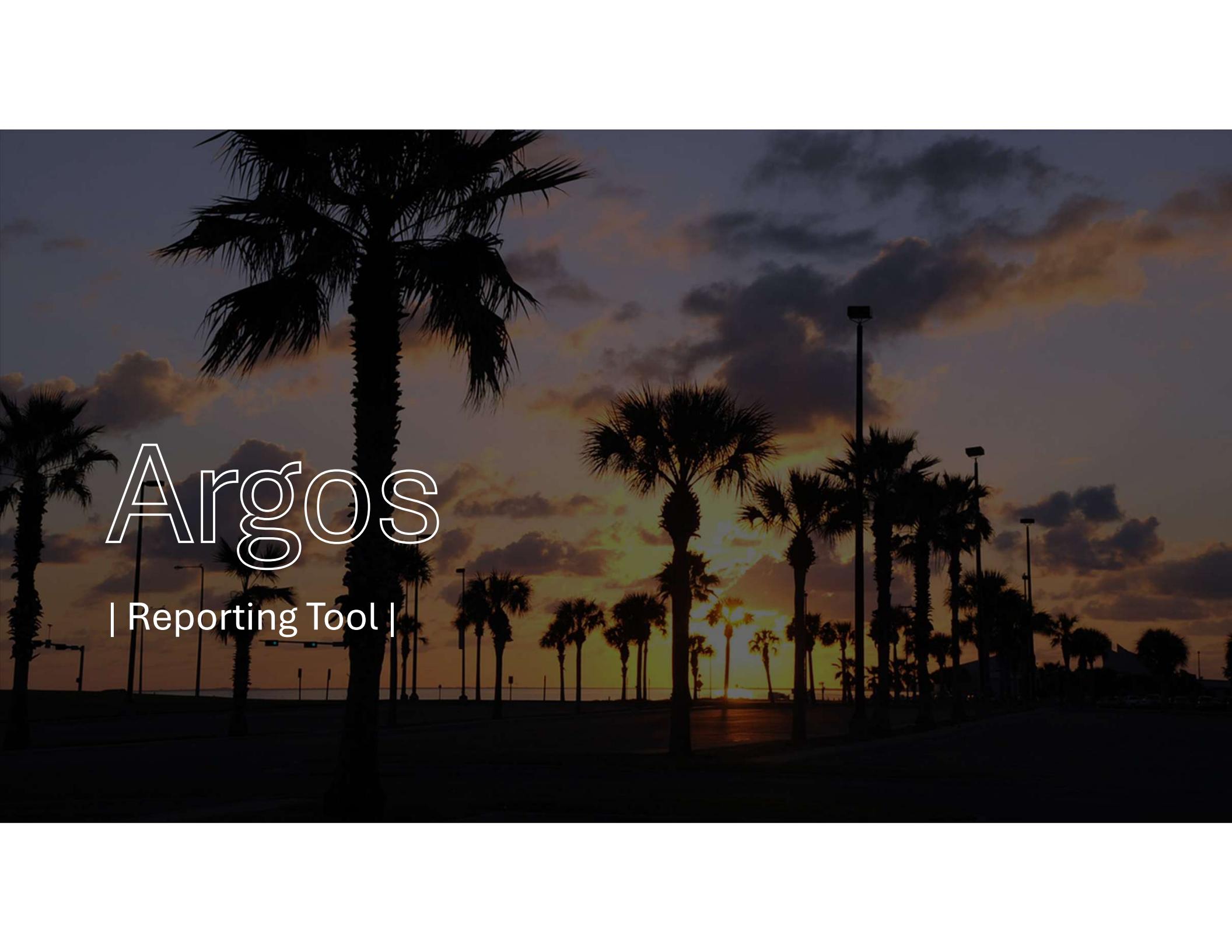
Confirm with us: Let us know once students have been notified. We will then drop all students from the section.

Update and Re-open: Once we confirm the drop is complete, you may update the section and reset the enrollment max and status to active.

Final Notification: Email the students one last time to let them know the section is open for re-registration.

Should not happen after the last posted day to add a class.



A photograph of a sunset or sunrise over a beach or coastal area. The sky is filled with large, billowing clouds in shades of orange, yellow, and grey. In the foreground, the silhouettes of many palm trees are visible against the bright sky. A few streetlights are also silhouetted against the light. The overall atmosphere is peaceful and tropical.

Argos

| Reporting Tool |

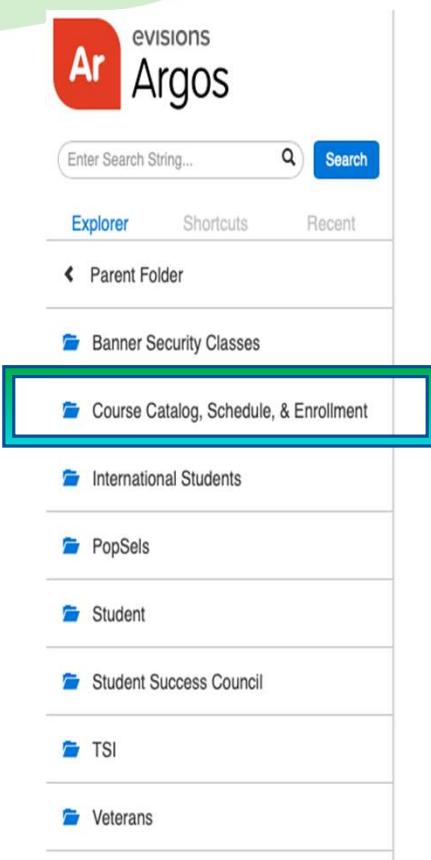
The image shows a screenshot of the Argos dashboard. On the left, there is a sidebar with the following structure:

- Argos** (with a red 'Ar' logo)
- Search bar:
- Explorer** (highlighted in blue)
- Shortcuts
- Recent
-
-
-
-
-
-
-
-
-
-
-

The main content area features a large, bold title **Argos** at the top. Below it is a large, rounded blue button containing the text **Helpful Reports** in a large, bold, black font. To the right of this blue button is a large, solid green triangle. Below the blue button are three smaller, rounded rectangular buttons, each containing a report title:

- Course Schedule (Dashboard format)** (blue background)
- Course Schedule with Fees** (light blue background)
- Course Schedule by College and Term** (green background)

Navigating to the right report



Argos

Enter Search String...

Explorer Shortcuts Recent

◀ Parent Folder

Banner Security Classes

Course Catalog, Schedule, & Enrollment

International Students

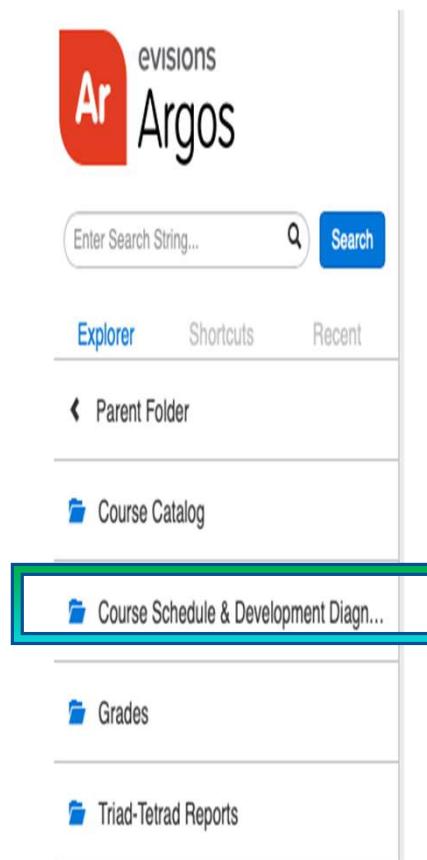
PopSels

Student

Student Success Council

TSI

Veterans



Argos

Enter Search String...

Explorer Shortcuts Recent

◀ Parent Folder

Course Catalog

Course Schedule & Development Diagn...

Grades

Triad-Tetrad Reports

Name <input type="button" value="▲"/>
★ <input type="button" value="Building/Room Utilization by Term"/>
★ <input style="border: 2px solid #0070C0; border-radius: 5px; width: 150px; height: 20px; margin-left: 10px;" type="button" value="Course Schedule"/>
★ <input type="button" value="Course Schedule Quick Reference"/>
★ <input style="border: 2px solid #0070C0; border-radius: 5px; width: 150px; height: 20px; margin-left: 10px;" type="button" value="Course Schedule w/ Fees"/>
★ <input type="button" value="Courses by selected Days and Term"/>
★ <input type="button" value="Diagnostic: Variable Credit Course Check"/>
★ <input type="button" value="Enrollment at Course Capacity with Larger Room"/>
★ <input type="button" value="Enrollment Exceeds Room Size"/>
★ <input type="button" value="Faculty Teaching Courses on Same Day,Time,Room"/>
★ <input type="button" value="Room State Data"/>
★ <input type="button" value="Schedule Rule 1 - NonStandard Meeting Times"/>
★ <input type="button" value="Schedule Rule 2 - 20% in MWF time blocks"/>
★ <input type="button" value="Schedule Rule 3 - 10% in time blocks before 9:30"/>
★ <input type="button" value="Schedule Rule 4 - Contact Hours for 2 and 3 hr Labs and Studios"/>
★ <input type="button" value="Schedule Rule 5 - NonStandard Start Times for LAB/STU"/>
★ <input type="button" value="SSASECT Mismatch on Credit Hours vs Billing Hours"/>
★ <input type="button" value="Subject Enrollment and Fill Ratio"/>
★ <input type="button" value="SZAREGS Mismatch on Credit Hours vs Billing Hours"/>
★ <input type="button" value="Unofficial Course Schedule including Tetrad/Triads"/>

Report: Course Schedule

- Review course creation details.
- Check work in Banner and review course information for all pages.

Root > Banner Reports and Data Extracts > Course Catalog, Schedule, & Enrollment > Course Schedule & Development Diagnostics > Course Schedul English Help Settings Sign Out

Saved Dashboard Settings Reports Run

Main

Term	College	Department	Subject	Building	Room												
202601 - Spring Full Term 2026	All	All	All	All													
Instructor Filter	Section Filter	CRN	Course Type	Instruction Method													
		All	All	All													
CRN	SUBJ	CRSE	SECT	PART_TERM	TITLE	XLIST	STAT	TYPE	INSTR_METHOE	ATTENDANCE_M	GRD_MOD	GRADABLE	LINK_IDENT	CAP	ENR	AVL	XL_CAP
12344	MATH	1442	W23	1	STATISTICS F...	A	LAB	I	A	G	Y	QQ	30	0	30	0	
10290	MATH	1442	W23	1	STATISTICS F...	A	LAB	I	A	G	N	QQ	30	0	30	0	
12891	MATH	1442	W11	1	STATISTICS F...	A	LAB	I	A	G	Y	QQ	30	0	30	0	
12322	MATH	1442	W03	1	STATISTICS F...	DY	LEC	I	A	G	Y	PP	15	0	15	60	
10240	MATH	1442	W02	1	STATISTICS F...	DY	LEC	I	A	G	Y	PP	45	0	45	60	
12890	MATH	1442	W03	1	STATISTICS F...	X	LEC	I	A	G	Y	PP	30	0	30	0	
11624	ENGL	4385	H01	1	LITERARY PU...	CT	A	LEC	F	F	G	Y	PL	3	0	3	28
10765	ENGL	4385	201	1	LITERARY PU...	CT	A	LEC	F	F	G	Y	PL	25	0	25	28
12548	MATH	1442	W12	1	STATISTICS F...	A	LAB	I	A	G	Y	OO	30	0	30	0	
12547	MATH	1442	W11	1	STATISTICS F...	A	LEC	I	A	G	Y	NN	30	0	30	0	
11622	MATH	1442	2N5	1	STATISTICS F...	A	LAB	F	F	G	N	MM	30	0	30	0	
11621	MATH	1442	N05	1	STATISTICS F...	A	LEC	F	F	G	Y	LL	30	0	30	0	
11605	MATH	1442	2N4	1	STATISTICS F...	A	LAB	F	F	G	N	KK	30	0	30	0	
11604	MATH	1442	N04	1	STATISTICS F...	A	LEC	F	F	G	Y	JJ	30	0	30	0	
10234	MATH	1442	2N3	1	STATISTICS F...	A	LAB	F	F	G	N	JJ	30	0	30	0	
10345	MATH	1442	N03	1	STATISTICS F...	A	LEC	F	F	G	Y	II	30	0	30	0	
10237	MATH	1442	2N2	1	STATISTICS F...	A	LAB	F	F	G	N	HH	30	0	30	0	
10342	MATH	1442	N02	1	STATISTICS F...	A	LEC	F	F	G	Y	GG	30	0	30	0	
10535	NURS	4660	701	1	NURS CARE ...	X	LAB	E	CC	G	Y	FF	0	0	0	0	
10243	MATH	1442	2N1	1	STATISTICS F...	A	LAB	F	F	G	N	FF	30	0	30	0	
12442	COSC	3372	201	1	NETWORK SE...	A	LAB	F	F	G	N	FF	25	0	25	0	
12191	PSYC	3411	201	1	EXPERIMENT... AL	A	LEC	I	A	G	Y	EE	25	0	25	35	
11542	PSYC	3411	W01	1	EXPERIMENT... AL	A	LEC	I	A	G	Y	EE	10	0	10	35	
10552	NURS	4660	E01	1	NURS CARE ...	X	LEC	E	A	G	Y	EE	0	0	0	0	
10249	MATH	1442	N01	1	STATISTICS F...	A	LEC	F	F	G	Y	EE	30	0	30	0	
12441	COSC	3372	001	1	NETWORK SE...	A	LEC	F	F	G	Y	EE	25	0	25	0	
11691	SPAN	1312	102	1	SPANISH II	A	LAB	I	A	G	N	DD	50	0	50	0	
11690	SPAN	1311	102	1	SPANISH I	A	LAB	I	A	G	N	DD	50	0	50	0	
10535	PSYC	3411	104	1	EXPERIMENT... AL	A	LAB	I	A	G	N	DD	25	0	25	0	
10239	PSYC	3411	103	1	EXPERIMENT... AL	A	LAB	I	A	G	N	DD	10	0	10	0	
12201	NURS	3548	203	1	NURSING CA...	C	LAB	F	B	G	N	DD	10	0	10	0	
12152	NURS	3548	202	1	NURSING CA...	C	LAB	F	B	G	N	DD	0	0	0	0	
17151	NURS	3548	701	1	NURSING CA...	A	LAB	F	R	G	N	DD	0	0	0	0	

2,944 items, 1 selected

Course Comments

SZASXRF

Type	IMode	Location	Zipcode	SiteCode
2	1	0		

SSARRES - Schedule Restrictions

Restriction Type	Include or Exclude	Value
Program	1	EC-BS-EEEN

Report: Class Schedule w/ Fees

Spring Full Term 2026 Schedule								
Call Number	Course/Type	Course Title	Dates	Day and Time	Room	Instructor	Fees	Cr
Theatre								
10671	THEA-1121.101	LAB THEATRE PRACTICUM I	01/20/05/12	F 02:00-02:50 PM	TBA	R. Lazaro	1	
	1. ONLY	Theatre 2. Co-Requisite course required-SMTE0008; 3. Co-Requisite course required-THEA1371;						
10674	THEA-1121.101	LAB THEATRE PRACTICUM 2	01/20/05/12	F 02:00-02:50 PM	TBA	K. Loeffler	1	
	1. ONLY	Theatre 2. Co-Requisite course required-SMTE0008; 3. Co-Requisite course required-THEA1370;						
10675	THEA-1310.001	LEC THEATRE APPRECIATION	01/20/05/12	TR 11:00-12:15 PM	TBA	T. Oldham	3	
	1. Core	Curriculum Course;						
10676	THEA-1330.001	LEC THEATRE STAGECRAFT	01/20/05/12	TR 03:30-04:45 PM	TBA	E. Eniciente	3	
	1. ONLY	Theatre 2. Co-Requisite course required-SMTE0008; 3. Co-Requisite course required-THEA1371;						
11648	THEA-1341.001	LEC STAGE MAKEUP	01/20/05/12	MWF 10:00-10:50	TBA	R. Lazaro	3	
	1. ONLY	Theatre 2. Co-Requisite course required-SMTE0008;						
11326	THEA-1341.002	LEC STAGE MAKEUP	01/20/05/12	MWF 11:00-11:50	TBA	R. Lazaro	3	
	1. Co-Requisite	course required-SMTE0008;						
10678	THEA-1352.001	LEC ACTING II	01/20/05/12	TR 12:30-01:45 PM	TBA	M. Munoz	3	
	1. Prerequisite	course required-THEA1351;						
10680	THEA-1371.001	LEC COSTUME TECHNOLOGY	01/20/05/12	TR 11:00-12:15 PM	TBA	R. Lazaro	3	
	1. Co-Requisite	course required-SMTE0008; 2. Co-Requisite course required-THEA1120;						
10681	THEA-2121.101	LAB THEATRE PRACTICUM 4	01/20/05/12	F 03:00-03:50 PM	TBA	K. Loeffler	1	
	1. Co-Requisite	course required-SMTE0008;						
10682	THEA-3121.101	LAB THEATRE PRACTICUM 6	01/20/05/12	F 04:00-04:50 PM	TBA	K. Loeffler	1	
	1. Co-Requisite	course required-SMTE0008;						
10683	THEA-3300.001	LEC STAGE MOVEMENT	01/20/05/12	TR 11:00-12:15 PM	TBA	M. Munoz	3	
	1. Prerequisite	course required-THEA1351 and Prerequisite course required-THEA1352;						
10684	THEA-3302.001	LEC CREATIVE DRAMATICS	01/20/05/12	MW 03:30-04:45 PM	TBA	K. Russell	3	
10685	THEA-3340.001	LEC AUDITION PREPARATION	01/20/05/12	MWF 12:00-12:50	TBA	M. Munoz	3	
	1. Prerequisite	course required-THEA1351 and Prerequisite course required-THEA1352;						
10686	THEA-3350.001	LEC PRODUCTION MANAGEMENT	01/20/05/12	TR 12:30-01:45 PM	TBA	M. Melville	3	
	1. Prerequisite	course required-THEA1371 and Prerequisite course required-THEA1330 and Prerequisite course required-THEA2355;						
10687	THEA-3371.001	LEC HISTORY OF THE THEATRE II	01/20/05/12	MWF 01:00-01:50	TBA	T. Oldham	3	
	1. Prerequisite	course required-THEA2355;						
11649	THEA-3382.001	LEC DRAFTING-COMPUTER-AIDED DESG	01/20/05/12	MWF 12:00-12:50	TBA	E. Eniciente	3	
	1. Prerequisite	course required-THEA1330;						
11327	THEA-3386.001	LEC PLAYWRITING	01/20/05/12	MW 03:30-04:45 PM	TBA	T. Oldham	3	
10688	THEA-4314.001	LEC COLLABORATIVE APPROACHES TO DS	01/20/05/12	TR 03:30-04:45 PM	TBA	K. Loeffler	3	
	1. Prerequisite	course required-THEA3373; 2. Co-Requisite course required-SMTE0008;						
10689	THEA-4361.001	LEC STAGE DIRECTON II	01/20/05/12	TR 11:00-12:15 PM	TBA	K. Russell	3	
	1. Prerequisite	course required-THEA3360;						
11328	THEA-4371.001	LEC ACTING FOR THE CAMERA	01/20/05/12	TR 03:30-04:45 PM	TBA	M. Melville	3	
10691	THEA-4373.001	LEC IMPROVISATION SKILLS LEVEL I	01/20/05/12	MWF 10:00-10:50	TBA	M. Melville	3	

- Gives a preview of what will appear on external course schedule.
- Review to see what students will see in the “notes” and “comments.”

Root > Banner Reports and Data Extracts > Course Catalog, Schedule, & Enrollment > Course Schedule & Development Data

Saved Dashboard Settings PDF- Course Schedule with Fees Run

Select a Term: 202601 - Spring Full Term 2026

Select a Subject(s):

Subject	Description
ACCT	Accounting
ATRS	Atmospheric Science
BAIS	Business Analytics & Info Sys
BIEM	Biilingual/ESL/Multicultural Ed
BMHS	Biomedical Sciences
BIOB	Biology
BLAW	Business Law
BLAS	Business Stats
BUSI	General Business
CDES	Communication Design
CHIN	Chin Environment

Include All Subject(s)
Uncheck above box to click + CTRL key to only include certain subjects in the report

Include only Graduate Courses

Reports Run

Cancelled Courses Bookstore Extract

Course Schedule Bookstore Extract

CSV- Course Schedule - Learning Communities Only

CSV- Course Schedule - NCBO Only

CSV- Course Schedule - Pathways Only

CSV-Course Schedule Data

CSV-Course Schedule Data (Excludes Learning Communities, Pathways, NCBO)

PDF- Course Schedule with Fees

PDF- Course Schedule with Fees (Excludes Learning Communities, Pathways, NCBO)

Report: Course Schedule by College and Term

College	Dept	Term	CRN	Course	Title	MaxEnroll	Enrolled	AvailableS	Start	End	Time	Days	Room	Instruction	Attendance	Zip	Country	INSTRUCT	Status
SN	MATH	202601	11515	DASC-530	DATA SCIE	30	2	28	20-Jan	12-May	09:00 am-(MWF	OCNR 117	F	F			Z. Wei	Active	
SN	MATH	202601	11516	DASC-530	DATA SCIE	45	12	33	20-Jan	12-May	TBA	TBA	TBA	I	A		Z. Wei	Active	
SN	MATH	202601	12057	DASC-530	BAYESIAN	15	3	12	20-Jan	12-May	11:00 am-(MWF	CI 126	F	F			J. Guardio	Active	
SN	MATH	202601	12060	DASC-530	MACHINE	30	6	24	20-Jan	12-May	TBA	TBA	TBA	I	A		S. Guggila	Active	

CRN

Course

Title

Max Enrollment

Time

Days

Room

Instructional Method

Attendance Method

Instructor

Status

Helpful Sites

• • •
Academic Calendar



<https://www.tamucc.edu/academics/registrar/academic-calendar/index.php>

• • •
Registrar Website



<https://www.tamucc.edu/academics/registrar/>

• • •
Registrar Training



<https://www.tamucc.edu/academics/registrar/faculty-staff/training-resources.php>

Helpful Handouts

Quick Reference for Class Section Scheduling

Standard Time Block Schedule

Instructional Method and Attendance Method Reference Guide

Deadlines and Contact Info

Schedule Completion	Room Optimization	Finalized Schedule	Registration LIVE
<ul style="list-style-type: none">• Summer 2026: Feb 20th• Fall 2026: Mar 6th	<ul style="list-style-type: none">• Summer 2026: Feb 23-25• Fall 2026: Mar 9-11	<ul style="list-style-type: none">• Summer 2026: Mar 9• Fall 2026: Mar 16	<ul style="list-style-type: none">• Mar 30 – Apr 3

Stephanie Coello, Assistant Registrar

Brittney Esqueda, Records Specialist II

Email us at schedule@tamucc.edu to help keep our entire team in the loop!



Questions?