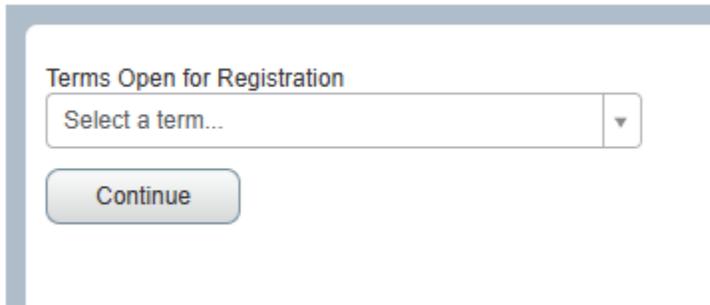


Bates College Summer Registration Instructions

If you have any questions throughout this process, please contact your registration consultant for guidance.

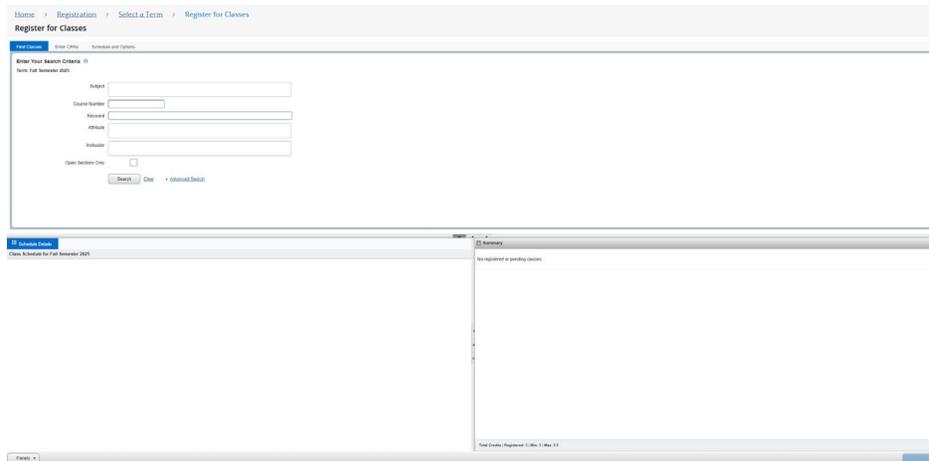
Beginning the Registration Process

When you click on the Registration link in Garnet Gateway, you will be prompted first to select a term for registration. Click the drop-down menu for “Select a term...” and choose Fall 2025.



The screenshot shows a web interface for selecting a registration term. At the top, it says "Terms Open for Registration". Below this is a dropdown menu with the text "Select a term..." and a downward-pointing arrow. Underneath the dropdown is a rounded rectangular button labeled "Continue".

Once you have selected your term, you will be in the main registration worksheet where you can toggle between three panels: “Find Classes,” “Class Schedule for Fall Semester 2025,” and “Summary.” You can toggle the panels open and closed by using the  buttons.



The screenshot displays the main registration worksheet. At the top, there is a breadcrumb trail: Home > Registration > Select a Term > Register for Classes. Below this is the "Register for Classes" header. The main content area is divided into three panels. The top panel, "Find Classes", contains search criteria fields: "Enter Your Search Criteria", "Term: Fall Semester 2025", "Subject", "Course Number", "Prereq", "Prereq", "Prereq", and "Prereq". There is also a checkbox for "Open Sections Only" and buttons for "Search" and "Advanced Search". The bottom-left panel, "Class Schedule for Fall Semester 2025", is currently empty. The bottom-right panel, "Summary", contains the text "No registered or priority classes." At the bottom of the page, there is a footer that reads "Total Credits Required: 1.000 (1.000) 1.000 1.000".

Find Classes

This is where you will do all of your searching for courses. You can search by subject, course number, keyword, attribute, or instructor. You can also filter by “Open Section Only,” which will be helpful in identifying classes with seats available for registration.

Summary

This is your worksheet or “shopping cart.” It’s where you add courses, select an action, and click “Submit” to apply that action. **It is important that you must click “Submit” to apply any changes. Any courses displaying a “Pending” status have not had changes applied.**

Class Schedule for Fall Semester 2025

This is where you will see the classes you have added and their statuses. Statuses include “Pending,” “Registered,” and “undefined.” Pending classes are ones you have added to your worksheet/shopping cart but have not submitted. Registered classes are your top-choice courses you have added and submitted as “Registered.” Undefined classes are your alternate choice classes you have added and submitted as “Alternate Courses.”

Selecting Your Top-Choice Courses

This process will operate smoothest if you work first with your top-choice courses and then with your alternate courses.

- In the Subject field, search for “FYS” or “First-Year Seminar” to select your top-choice FYS first.
- Click “Add” to the right of the class entry. The course will now appear in your “Summary” and “Class Schedule” panes as “Pending.”

The screenshot displays a web application interface for course selection. The top section, titled "Find Classes", shows search results for "Earth Studies" and "More Lock and Social Issues". Each entry includes details like subject, number, section, credits, CRN, and instructor. To the right of each entry is a "Meeting Times" section with a table of dates and times, and an "Add" button. Below the search results is a "Summary" pane showing a table with columns for Title, Course, Credits, CRN, Status, and Action. The table shows one entry for "Earth Studies" with a status of "Pending". At the bottom right, there is a "Submit" button and a note: "Click 'Submit' to save any pending classes."

- Now search for your top-choice, non-FYS courses.
- Note: if you'd like to browse the entire class listing, you can leave the search/filter fields empty, and just click "Search."
- Add your top three non-FYS courses like you did the FYS course.
- Make sure the "Action" drop-down is set to "Registered."
- Click "Submit."

Summary

Title	Course	Credits	CRN	Status	Action
Rise of the American Empire	HIST 141, A	1	90255	Pending	Registered ▾
Marine Science	BIO 113, A	1	90145	Pending	Registered ▾
Introduction to Africana	AFR 100, A	1	90001	Pending	Registered ▾
Family Stories	FYS 203, A	1	90503	Pending	Registered ▾

Total Credits | Registered: 0 | Min: 3 | Max: 5.5

Click "Submit" to save any pending changes

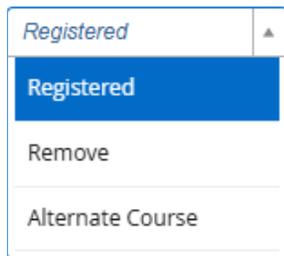
[Submit](#)

Once you click “Submit,” your courses should now show a status of “Registered” in your Schedule and Summary panes. **Be sure to check for the green “Registered” status to ensure your changes have been applied.** The courses in the “Registered” status will be your top-choice Fall semester schedule.

Selecting Your Alternate Courses

Search the schedule again for Subject: “FYS” to add your **8 alternate FYS courses** the “Pending” status. **Note: alternate courses are not subject to time conflicts; you can add a course as an alternate even if the schedule displays a “Time Conflict!” message.**

- Before clicking “Submit,” click the drop-down menu to the right of your class in the “Summary” pane and select “Alternate Course.”



Summary						
Title	Course	Credits	CRN	Status	Action	
Holocaust on Stage	FYS 447, A	1	90271	Pending	Alternate Course	
Shaking It Out: Writing and Critiquing Personal...	FYS 442, A	1	90502	Pending	Alternate Course	
Humor and Laughter in Literature and Visual M...	FYS 423, A	1	90508	Pending	Alternate Course	
On the Road to Spain	FYS 404, A	1	90509	Pending	Alternate Course	
The United States in the Middle East	FYS 400, A	1	90554	Pending	Alternate Course	
Inequality, Community, and Social Change	FYS 376, A	1	90510	Pending	Alternate Course	
Classical Myths and Contemporary Art	FYS 345, A	1	90505	Pending	Alternate Course	
Moral Luck and Social Identity	FYS 288, A	1	90550	Pending	Alternate Course	
Rise of the American Empire	HIST 141, A	1	90255	Registered	None	
Marine Science	BIO 113, A	1	90145	Registered	None	
Introduction to Africana	AFR 100, A	1	90001	Registered	None	

Total Credits | Registered: 4 | Min: 3 | Max: 5.5

Click "Submit" to save any pending changes **Submit**

- Once all the Actions have been updated to "Alternate Course," click "Submit."

Schedule Details		Summary						
Class Schedule for Fall Semester 2025		Title	Course	Credits	CRN	Status	Action	
<p>Holocaust on Stage First-Year Seminar 447 Section A Class Begin: 09/03/2025 Class End: 12/15/2025</p> <p>09/03/2025 – 12/05/2025 [M T W T F] 02:40 PM - 04:00 PM Type: Class Location: None Building: None Room: None</p> <p>12/11/2025 – 12/11/2025 [M T W T F] 08:00 AM - 10:00 AM Type: Final Exam Location: None Building: None Room: None</p> <p>Instructor: Vaccaro, Kat (Primary) CRN: 90271</p>		Holocaust on Stage	FYS 447, A	1	90271	●	None	
<p>Shaking It Out: Writing and Critiquing Personal Narratives First-Year Seminar 442 Section A Class Begin: 09/03/2025 Class End: 12/15/2025</p> <p>09/03/2025 – 12/05/2025 [M T W T F] 02:40 PM - 04:00 PM Type: Class Location: Bates Building: Pettengill Hall Room: G54</p> <p>12/09/2025 – 12/09/2025 [M T W T F] 08:00 AM - 10:00 AM Type: Final Exam Location: Bates Building: Pettengill Hall Room: G54</p> <p>Instructor: Vaccaro, Jess (Primary) CRN: 90502</p>		Shaking It Out: Writing and Critiquing Personal...	FYS 442, A	1	90502	●	None	
<p>Humor and Laughter in Literature and Visual Media First-Year Seminar 423 Section A Class Begin: 09/03/2025 Class End: 12/15/2025</p> <p>09/03/2025 – 12/05/2025 [M T W T F] 08:00 AM - 09:20 AM Type: Class Location: Bates Building: Roger Williams Hall Room: 315</p> <p>12/09/2025 – 12/09/2025 [M T W T F] 03:45 PM - 05:45 PM Type: Final Exam Location: Bates Building: Roger Williams Hall Room: 315</p> <p>Instructor: Kazecki, Jakub (Primary)</p>		Humor and Laughter in Literature and Visual M...	FYS 423, A	1	90508	●	None	
		On the Road to Spain	FYS 404, A	1	90509	●	None	
		The United States in the Middle East	FYS 400, A	1	90554	●	None	
		Inequality, Community, and Social Change	FYS 376, A	1	90510	●	None	
		Classical Myths and Contemporary Art	FYS 345, A	1	90505	●	None	
		Moral Luck and Social Identity	FYS 288, A	1	90550	●	None	
		Rise of the American Empire	HIST 141, A	1	90255	Registered	None	
		Marine Science	BIO 113, A	1	90145	Registered	None	
		Introduction to Africana	AFR 100, A	1	90001	Registered	None	

Total Credits | Registered: 12 | Min: 3 | Max: 5.5

Click "Submit" to save any pending changes **Submit**

- Your Alternate FYS courses should now display with a green status in your "Summary" pane and a green "undefined" status in your "Schedule" pane.

- Repeat the processes above to select your **12 alternate non-FYS courses**.

The screenshot shows a web interface for course selection. On the left, the 'Schedule Details' tab is active, showing a list of courses for the Fall Semester 2025. Each course entry includes the course title, section information, class begin/end dates, and instructor details. The 'Summary' tab on the right provides a detailed view of the selected courses. The table below represents the data shown in the 'Summary' tab:

Title	Course	Credits	CRN	Status	Action
Principles of Sociology	SOC 101, B	1	90297	Pending	Alternate Course
Introduction to Design	THEA 130, A	1	90273	Pending	Alternate Course
Migrations Francophonies: Elementary French I	FRE 101, A	1	90223	Pending	Alternate Course
Environment and Society	ENVR 204, A	1	90520	Pending	Alternate Course
American Writers since 1900	ENG 102, A	1	90216	Pending	Alternate Course
Perspectives on Education	EDUC 231, A	1	90201	Pending	Alternate Course
Calling Bull: Data Literacy and Information Science	DCS 105, A	1	90044	Pending	Alternate Course
Introduction to Performance Studies	DANC 105, A	1	90303	Pending	Alternate Course
Introduction to Medieval English Literature	CMS 104, A	1	90309	Pending	Alternate Course
Beginning Chinese I	CHI 101, A	1	90013	Pending	Alternate Course
Atomic and Molecular Structure Lab	CHEM 107, L1	0	90156	Pending	Alternate Course
Atomic and Molecular Structure Lab	CHEM 107, D	1	90155	Pending	Alternate Course
Introduction to African American Literature I: 160	AFR 114, A	1	90307	Pending	Alternate Course
Holocaust on Stage	FYS 447, A	1	90271	Registered	None
Striking It Out: Writing and Critiquing Personal...	FYS 442, A	1	90502	Registered	None
Humor and Laughter in Literature and Visual Me...	FYS 423, A	1	90508	Registered	None
On the Road to Spain	FYS 404, A	1	90509	Registered	None
The United States in the Middle East	FYS 400, A	1	90554	Registered	None
Inequality, Community, and Social Change	FYS 376, A	1	90510	Registered	None
Classical Myths and Contemporary Art	FYS 345, A	1	90505	Registered	None
Moral Luck and Social Identity	FYS 288, A	1	90550	Registered	None
Rise of the American Empire	HIST 141, A	1	90255	Registered	None
Marine Science	BIO 113, A	1	90145	Registered	None
Introduction to Africana	AFR 100, A	1	90001	Registered	None
Family Stories	FYS 203, A	1	90503	Registered	None

At the bottom of the 'Summary' tab, it indicates 'Total Credits | Registered: 12 | Min: 3 | Max: 5.5'. A 'Submit' button is located at the bottom right of the interface.

- Once you add your 12 alternate courses to your “Summary” in the “Pending” status, select “Alternate Course” in the Action drop-down menu.
- Click “Submit.”

Once complete, your “Schedule” and “Summary” panes should look similarly to the screenshot below. All green “Registered” courses are your top-choice courses, and all green dot or “undefined” courses are your alternate courses.

The screenshot displays two panes from a course registration system. The left pane, titled "Schedule Details", shows a "Class Schedule for Fall Semester 2025" with several course entries. Each entry includes the course title, section information, dates, times, and instructor. The status for each course is marked as "undefined". The right pane, titled "Summary", is a table with columns for Title, Course, Credits, CRN, Status, and Action. The table lists the same courses as the schedule pane. The Status column shows a green dot for "undefined" courses and green text with a green dot for "Registered" courses. The "Registered" courses are: "Rise of the American Empire" (CRN 90255), "Marine Science" (CRN 90145), "Introduction to Africana" (CRN 90001), and "Family Stories" (CRN 90503). The Action column for each course has a dropdown menu with "None" selected. At the bottom right of the Summary pane, there is a "Submit" button and a note: "Click 'Submit' to save any pending changes".

Some Notes:

- All students who have attempted to register will be registered for a minimum of 3.0 credits (including one FYS for first-years). Adding a full selection of top-choice and alternate courses will assist in this process. If seats are not available in either the top-choice or alternate selections, a different course or course(s) will be added to the student’s schedule to meet the 3.0 credit minimum.
- If you receive an error, you can review [this list of registration errors](#) to learn what they mean. All errors require instructor overrides. It’s recommended that you select a different course if you encounter an error. If you have any questions, please contact your registration consultant for more information or advice.

- If you wish to switch an “Alternate Course” to a “Registered” status or vice versa, you will need to “Remove Course” using the Action drop-down menu and clicking “Submit” before re-adding the course. This is why it is recommended that you register your top-choice courses first before adding your alternates.
- Some courses require that you register for a 0-credit Lab (L#) or Discussion (D#) section; you must add both the lettered section and the connected L# or D# section to add the course. In the example below, CHEM 107 is one such class with CHEM 107 D being the lettered section and CHEM 107 L1 being the L# lab section.

Atomic and Molecular Structure/Lab	CHEM 107, L1	0	90156	●	None ▼
Atomic and Molecular Structure/Lab	CHEM 107, D	1	90155	●	None ▼