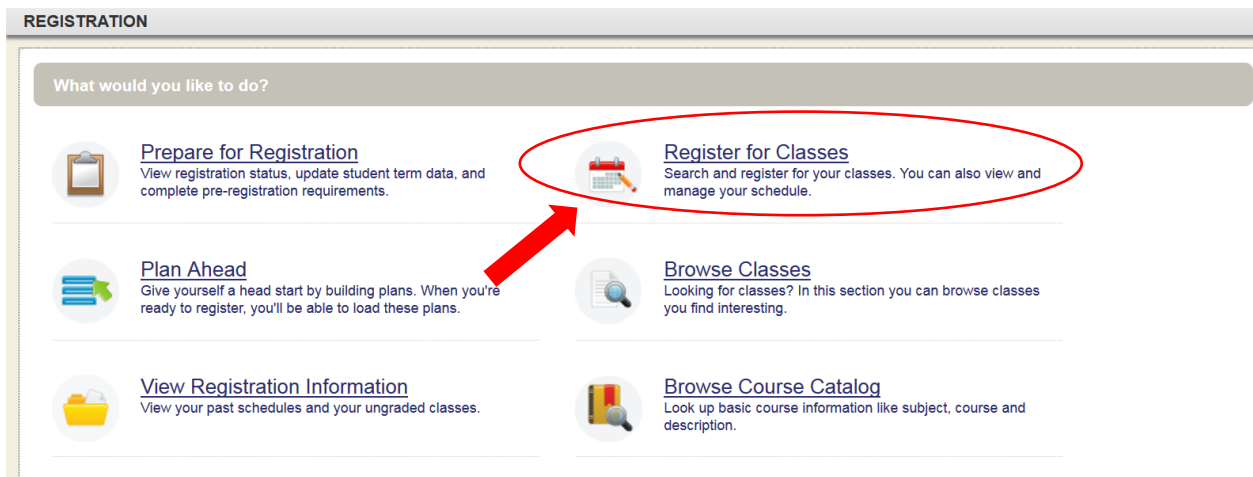


## Closed Class Registration

If you receive a Close Class error, the class has reached capacity. **If the class has a waitlist, do not follow the steps below. Please register for the waitlist, or select another class.** You may request a closed class override with the academic department of the class if you must register for the class. If the room has reached capacity, an override cannot be authorized. Once the override is entered into the system, you will receive an automated OU email from [regservices@oakland.edu](mailto:regservices@oakland.edu) confirming the closed class override was entered.

- Click **Submit** in Summary
- Go to [mysail.oakland.edu](http://mysail.oakland.edu). Alternatively, go to [oakland.edu](http://oakland.edu) and click the MySail link.
- Login using your **Oakland University email** and **password**.
- Click **Register for Classes** in the registration module.



- Select a Term
- Enter Course Reference Number (CRN)
  - If you need to enter multiple CRNs, click **Add Another CRN** for the number of CRNs you want to enter.
  - Once finished entering CRNs, click **Add to Summary**

The screenshot shows the 'REGISTER FOR CLASSES' interface. At the top, there are three tabs: 'Find Classes', 'Enter CRNs' (circled in red), and 'Schedule and Options'. Below the tabs, the text reads 'Enter Course Reference Numbers (CRNs) to Register' and 'Term: Winter Semester 2017'. There is a text input field for 'CRN' with a red arrow pointing to it. Below the input field, there is a '+ Add Another CRN' link and an 'Add to Summary' button.

- Click **Submit** in Summary

Registrar – XE registration

Contact us: [regservices@oakland.edu](mailto:regservices@oakland.edu) or (248) 370-3450