

Spring AP Chemistry Registration Checklist – CHEM 122L

The enrollment procedure for the laboratory portion of AP Chemistry program at The University of Nevada, Reno is much easier in the spring term versus the fall term. This document can be used to make sure that all the necessary steps are completed in order for you to successfully register for the class. Be sure to start the process early so you meet registration deadlines and avoid late fees.

Use the MyNEVADA system found at www.unr.edu to register on the appropriate date and time – see the class schedule for the specific time. The link to MyNEVADA is found in the upper right portion of the UNR home page.

Enroll in the class. Log in to MyNEVADA, use the class number provided by your high school teacher and double check to make sure that you are registered for a class taught by your teacher (you are not allowed to take the lab portion of the class from anyone other than your high school AP chemistry teacher).

Pay the tuition and lab fees as indicated in your MyNEVADA account.

If you decide you don't want to complete the class make sure you officially drop the class by the drop deadline listed in the class schedule (this date usually about 9 weeks after the start of classes).

Obtain a parking pass from Parking Services located in building 106, near the corner of 16th Street and North Virginia Avenue.

If you have been accepted to UNR for the fall semester you might not be able to register for the class because of an **'advising' registration hold**. Please call the Admissions Supervisor, at 682-8056 to have the registration hold removed.

Important contact information

For problems/questions with:

MyNEVADA (user ID, password, login, etc.) contact the Help Desk at 682-5000

Admissions contact Admissions and Records at 784-4700

Billing, paying your fees, etc. contact the Cashiers Office at 784-6915

Other issues contact your teacher and/or the Chemistry Department at 784-6041