The new Course Search & Schedule Planning tool provides you with the ability to search through courses being offered for an upcoming term and to view them on a mock planning schedule. Effective March 17, 2008, it will be available on both Penn InTouch and the Penn Portal. Your actual registrations must still be submitted on Penn InTouch!

Search for courses is easy as A-B-C!

A. Course Search

1. To get started, enter criteria for a search into the form and click the Find courses button.
2. Use additional search criteria to search by time, day, course level, program or activity type.
3. View search results in a list you can sort.
4. View course details by clicking on a Course ID.
5. Save interesting courses to your course cart.

B. Course Details

1. View important details for a course, including description, instructors and meeting dates.
2. Click on department name to go to their website.
3. Click on building code for classroom locations (once room scheduling information is available, usually 2-3 weeks before each term begins).
4. View pre-requisites and important notes about restrictions, permits and associated activities.
5. Associated courses/activities display at the bottom, such as lectures, recitations and labs.

C. Schedule Planning

1. Select courses to use for planning and click Update to view them on a mock schedule.
2. Be sure to include all components of multiple activity courses, such as lecture and recitation.
3. Potential time conflicts highlighted with red text. You may want to leave some on your list to use as “alternate” requests for Advanced Registration.
4. Print a copy of this page for reference to submit your registration requests on Penn InTouch.

Remember: Your actual registrations must still be submitted on Penn InTouch!

Questions? Email: CourseSearch@sfs.upenn.edu  |  To access the Penn Portal, go to: http://www.upenn.edu/pennportal