YDS COURSE REGISTRATION IN SELF- SERVICE BANNER

A how-to for students

WHY CHANGE?

- The University is de-commissioning OCS, which is the platform that YDS students have used for course registration for over 15 years.
- Most of the rest of the University has moved from OCS to Self-Service Banner already. Our move will align us more closely with our colleagues in the Graduate School and most Professional schools and make cross-registration in courses outside YDS less confusing.
- SSB gives you the opportunity for direct registration no more waiting for adviser and registrar
 approval before your Canvas status in a course converts from Visitor to Student.
- Your adviser no longer approves your course schedule on-line, but you are still expected to meet with your adviser at least once per term.
- With this increased agency comes more responsibility for you to be familiar with YDS enrollment policies, especially the "50/50 rule", minimum enrollment, Elementary languages, and extra work in Undergraduate courses
 - Use the tools! (Concentration worksheets, Yale Degree Audit, YDS Bulletin)

ABOUT YDS > CONTACT OFFICES > OFFICE OF ACADEMIC AFFAIRS > FORMS FOR STUDENTS

Bicentennial

Contact Offices

Admissions Office

Alumni Relations Office

Office of Academic Affairs

Faculty Standing Committees

Forms for Students

Funding Opportunities for Students

General Information

Office of Diversity, Equity, Inclusion, & Belonging

Office of Student Affairs

Registrar's Office

Development Office

Business, Administration & Finance

Forms for Students

M.Div. Degree related forms:

• M.Div. Worksheet (pdf)

Suggested M.Div. Curricular Paradigm (pdf)

- Fulfillment of M.Div. Requirements Via Prior Coursework
 - Fulfillment of M.Div. OT Requirement Via Prior Coursework (.pdf)
 - Fulfillment of M.Div. NT Requirement Via Prior Coursework (.pdf)
 - Fulfillment of M.Div. Theology Requirement Via Prior Coursework (.pdf)
 - Fulfillment of M.Div. Ethics Requirement Via Prior Coursework (.pdf)
 - Fulfillment of M.Div. History Requirement Via Prior Coursework (.pdf)

MAR Concentrations Degree Worksheets:

- Asian Religions (.pdf)
- Bible (.pdf)
- <u>Hebrew Bible (.pdf)</u>
- <u>New Testament (.pdf)</u>
- Black Religion (.pdf)
- <u>Concentration in Second Temple Judaism (.pdf)</u>
- Ethics (.pdf)
- · History of Christianity (.pdf)
- <u>Latinx and Latin American Christianity (.pdf)</u>
- Liturgical Studies (.pdf)

 \equiv Yale Hub

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VIEW FULL CALENDAR

2



- Y Financial Aid
- ✓ Dining
- ~ Commencement
- ✓ Course Evaluations



Divinity School 2023–2024

Print/Download Options **Bulletin Archive**

Yale University Publications / Divinity School / Other Curricular Considerations / Foreign Language Study

Calendar

Foreign Language Study

The President and Fellows of Yale	r oroigii Duilgungo Study										
University	For M.Div. and M.A.R. students, degree credit may be received for any foreign language study beyond the elementary level. Degree credit may	y									
The Officers of Yale University	be received for elementary-level language study only if: Yale Deg										
Yale Divinity School Dean's	1. The language is necessary for reading original texts of the Judeo-Christian tradition, or										
Advisory Council	2. The language study is required for the degree (as in the case of several concentrated M.A.R. degrees), or										
Yale Divinity School Alumni Association	 In consultation with the student's adviser and the associate dean of academic affairs, the language is deemed necess a specified course of ministerial or other professional development. 										
Andover Newton Seminary at Yale Divinity School Advisory Council	For students in the comprehensive M.A.R. program or the M.Div. program, elementary-level language study can receive ele students in a concentrated M.A.R. program, distribution will be determined in consultation with the student's adviser. Norm										
Trustees of the Berkeley Divinity School at Yale	elementary-level languages will be twelve hours, and further credit will be given only for intermediate-level languages. The Reading, Spanish for Reading, and German for Reading are not eligible for elective credit.										
Yale Divinity School Administration and Faculty	Normally, elementary-level foreign language study will not be credited toward S.T.M. degree requirements. Such courses c recorded on student transcripts.										
Nature of the Divinity School											
Programs of Study											
Areas and Courses of Study											
Other Curricular Considerations											
YDS Internships											
Vocation and Leadership											
The Annand Program for Spiritual Formation											
Educational Leadership and											

Martineto		٦					
Master of D							
Credits required: 72	Credits applied: 34 C	atalog: Fall 2022					
Students with heavy beyond six years.	responsibilities outside of s	chool are strongly advised t	to reduce their course load, but the tot	al program of	study for the M.	Div. degree shall not	t be ex
O 72 Credit H	urs	Still needed:	You have 34 credit hours includ	ling in-progres	s credits.		
O Program of	Study Requirements	Still needed:	See Master of Divinity Requiren	nents section			
O Program of	Study Requirements	Still needed:	See Master of Divinity Requiren	nents section			_
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Program of Master of D Catalog: Fall 2022 AREA I REQ	Study Requirements	Still needed: ents INCOMPLETE Course	See Master of Divinity Requiren	Grade	Credits	Term	5
Program of Master of D Catalog: Fall 2022 AREA I REQ Hebrew	Study Requirements ivinity Requirem JIREMENTS Bible	Still needed: ents INCOMPLETE Course REL 503	See Master of Divinity Requiren	Grade CR	Credits	Term Fall 2022	F
 Program of Master of D Catalog: Fall 2022 AREA I REQ Hebrew New Tess 	Study Requirements ivinity Requirem JIREMENTS Bible tament	Still needed: ents INCOMPLETE Course REL 503 REL 506	See Master of Divinity Requiren	Grade CR IP	Credits 3 (3)	Term Fall 2022 Fall 2023	

THE REGISTRATION PROCESS

START AT THE HUB

\equiv <u>Yale Hub</u>

My Directory 🖪	Menus Yale Hunger and Homelessness Action Project (YHHAP)	No scheduled courses for this term.
Search the Hub Academics	Student Account :	My Links :
^ Course Enrollment	Yale Pay	MANAGE LINKS
Registration	Important Billing Messages Direct Deposit Authorization	Divinity School
Form	Student Account Refund Request	Divinity School Bulletin
Y Personal Data	Charge Account Authorization	<u>Useful Forms</u>
✓ Student Accounts	Setting Up Proxy	Community Life
✓ Financial Aid	1098-T eConsent Form	VDS Job Board
~ Dining	Commencement :	Reserve a YDS room
✓ Commencement	Caps and Gowns	Course Schedules
 Course Evaluations 	Yale Commencement 2021	· · · · · · · · · · · · · · · · · · ·
∨ Other	Diploma FAQs	Student Technology Resources
		Student Resources
	Printing :	Get Tech Support or Repairs

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Student • Registration

Registration

What would you like to do?



Register for Classes Search and register for your classes. You can also view and manage your schedule.



Student • Registration • Select a Term

Select a Term

Terms Open for Registration Fall 2023	
	Only eligible terms will display



<u>Student</u> • <u>Registration</u> • <u>Select a Term</u> • Register for Classes

Register for Classes

Find Classes Enter CRNs Sched	lule and Options
Enter Your Search Criteria () Term: Fall 2023	
School	
Subject	David Geffen School of Drama
Course Number	Divinity School
Keyword	Graduate School of Arts & Sci
Instructor	Law School
	Physician Associate Program
Meeting Days	
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Start Time	
End Time	
Display or hide additional registration inform	ation using Ctrl + Alt + V. Use Ctrl + Alt + C to reset all panels.
Panels -	Conditional Add and Drop 0 Submit

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Register for Classes

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Student • Registration • Select a Term • Register for Classes

Register for Classes

-Ind Classes Enter CRN	s Schedule	and Options								
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Biblical Prophecy	Religion	REL	511	01	21814	Gregory Mobley (Primary)	S M T W T F S 01:30 PM - 03:20 PM Type: Clas: 38 of 50 seats re	Primary Course Number Limited Enrollment DI: Area I	3	Add
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Rdgs:2TJewshTxts:Chronicl	. Religion	REL	552	01	21821	Molly Zahn (Primary)	S M T W T F S 01:30 PM - 03:20 PM Type: Clas: 38 of 50 seats re	Primary Course Number Limited Enrollment DI: Area I	3	Add

Panels -

Conditional Add and Drop 0 Subn

Use the Add button to add courses

<u>Student</u> • <u>Registration</u> • <u>Select a Term</u> • Register for Classes

Register for Classes

Find Classes Enter CRNs Search Results — 111 Classe	Schedule an	nd Options									Search Anain	
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Marguand Chapel Choir	Religion	REL	801	01	21586	Alfred Gumbs (Primary)	<u>в м т w т ғ s</u> 06:30 РМ - 08:00 РМ Туре: Class	47 of 50 seats re	DI: Área IV	1	Add	
Marguand Gospel Choir	Religion	REL	802	01	21587	<u>Mark Miller</u> (Primary)	S M T W T F S 06:00 PM - 09:00 PM Type: Class	41 of 50 seats re	Primary Course Number DI: Area IV	0.5	Add	
Intro Pastoral Theology & Care	Religion	REL	807	01	20683	<u>Joyce Mercer</u> (Primary)	S M T W T F S 01:30 PM - 04:00 PM Type: Class	10 of 24 seats re Time Conflict!	Primary Course Number Limited Enrollment DI: Area IV	3	Add	
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12pm							(• <u>Pessimism</u>	REL 620, 01	3	21820	Pending	Registered on Web	
1nm								Christ and Being Human	REL 612, 01	3	21872	Pending	Registered on Web	
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Зрт					V// X.,	A	~	Total Hours Registered: 0 Billing: 0	CEU: 0 Min: 0 Max: 15					
Panels 💌													🗋 Conditional Add and Drop 🕚	Submit

The courses you are about to register for appear in the "Summary"

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs	Schedule an	d Options									
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Panels 💌													Conditional Add and Dro	op 🚯 Submit		

Note any time conflicts

Change your mind? "Remove" the course

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<u>Student</u> • <u>Registra</u>	ation • <u>Se</u>	lect a Ter	<u>m</u> • Registe	er for Class	ses										
Register for Classe	s														
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1pm							Christ and Being Hum	nan	REL 612, 01	3	21872	Pending	Registered on Web	•	
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Oops, forgot to add something? You can add by CRN

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Student • Registration • Select a Term • Register for Classes			
Register for Classes			
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Enter Course Reference Numbers (CRNs) to Register			
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+ Add Another CRN Add to Summary			
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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes	Enter CRNs	Schedule and	Options														
Search Results Term: Fall 2023	5 — 94 Classes Subject: Philos	s ophy														Search	Again
Work in Progress	l	Philosophy	PHIL	706	01	17907	Jason Stanley (Primary)	SMTWTFS 01:	30 PM - 03:20 PM Type: Class	15 of 15 seats	Area re GS:I	a Studies: Europe Humanities		3		Add	^
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When ready to process an action, hit "Submit"

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Student • Registration • Select a Term • Register for Classes

Register for Classes								
Find Classes Enter CRAs Schedule a	and Options							
Summary								e î
Term: Fall 2023								
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Intro Pastoral Theology & Care	REL 807, 01	3	20683	Divinity	Professional: Divinity (MI	Div) Registered	Registered on Web10/18/20	23
N.T. Interpretation II	REL 506, 01	3	21811	Divinity	Professional: Divinity (MI	Div) Registered	Registered on Web10/18/20	23
Pessimism	REL 620, 01	3	21820	Divinity	Professional: Divinity (MD	Div) Registered	Registered on Web10/18/20	23
Prt Internshp Prac I- Ministry	REL 3986, 01	3	20853	Credit/No Credit	Professional: Divinity (MD	Div) Registered	Registered on Web10/18/20	23
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Checking the grade modes

Check your current term enrollment in the Hub

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\equiv <u>Yale Hub</u>



REGISTERING FOR "DOWNTOWN" COURSES





Register for Classes

Find Classes Enter CRNs Schedu	ule and Options			
Enter Your Search Criteria 🕕				^
Term: Fall 2023				
	<u></u>			
School	1			
Subject	David Geffen School of Drama	^		
Course Number	Divinity School			
Keyword	Graduate School of Arts & Sci			
Instructor	Law School			
	Physician Associate Program			
Meeting Days		· · ·		
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Register for Classes

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Banner will translate credits. Undergraduáte course credit requires permission of Degree Director

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Comp Politics Global Affairs	Global Affairs	GI BI	5040	01	18833	Jennifer Gandhi (Prima	arv) S	MTWTFS 02	2:30 PM - 03:45 PM 1	Type: Class 7 o	f 52 seats rem	Primary C	ourse Number		0			Add		Credit	S CRN	Status	Action	
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11am	N.T. Interpretation		N.T. Int	terpretation II	-	N.T. Interpretation	<u>11</u>		V Total Hour	rs Registered: 9 B	illing: 9 CEU: 0 I	Min: 0 Max: 15												
Panels 🔹											+	1 C	2ir	\cap	\\/	n		a a Dro			Ire	as/tor	ms	
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REGISTERING FOR LIMITED ENROLLMENT COURSES

Student • <u>Registrat</u>	tion • <u>Se</u>	e <mark>lect a Te</mark>	<u>rm</u> •	Registe	r for Clas	ses				Save Successful	
Register for Classes Find Classes Enter CRNs	Schedule an	d Options								REL 612 CRN 2187 Enrollment has readered by the second s	2: NOT ENROLLED - ached capacity set by
Search Results — 94 Classes Term: Fall 2023 Subject: Philos Work in Progress I	s sophy Philosophy	PHIL	706	01	17907	Jason Stanley (Primary)	s м т w т ғ s 01:30 РМ - 03:20 РМ Туре: Class	15 of 15 seats re	Area Studies: Europe GS:Humanities	PHIL 737 CRN 179 <u>Required</u>	08: Instructor Permission
TheolPredication&DivineAttrbts	Philosophy	PHIL	731	01	23432	John Pittard (Primary)	s M T W T F s 01:30 PM - 03:20 PM Type: Class	19 of 20 seats re	Secondary Course Number GS:Social Sciences Limited Enrollment	3	Add
Early Greek Philosophers	Philosophy	PHIL	737	01	17908	<u>Verity Harte</u> (Primary) Brad Inwood	<u>s м т w т ғ s</u> 03:30 РМ - 05:20 РМ Туре: Class	12 of 15 seats re	Primary Course Number Limited Enrollment	3	Add
₩ ◀ Page 9 of 10	▶ ▶ 10 ~	Per Page									Records: 94

	191.								-							
🛱 Schedule	I Sched	ule Details							Summary							
Class Schedule	for Fall 2023															^
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		Title	Details	Credits	CRN	Status	Action		☆.
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"Remove" and resubmit

Requesting Instructor Permission

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs	Schedule and	Options									
Search Results — 94 Classes Term: Fall 2023 Subject: Philos	i ophy										Search Again
TheolPredication&DivineAttrbts	Philosophy	PHIL	731	01	23432	<u>John Pittard</u> (Primary)	s м т <mark>w</mark> т ғ s 01:30 PM - 03:20 PM Type: Class	19 of 20 seats re	GS:Social Sciences Limited Enrollment Secondary Course Number	3	Add
Early Greek Philosophers	Philosophy	PHIL	737	01	17908	<u>Verity Harte</u> (Primary) <u>Brad Inwood</u>	s m T w T F s 03:30 PM - 05:20 PM Type: Class	12 of 15 seats re	Limited Enrollment Primary Course Number	3	Add
Tutorial	Philosophy	PHIL	750	01	17909	<u>Sun-Joo Shin</u> (Primary)	s M T W T F s - Type: Class Building: None Roc	10 of 10 seats re	GS Independent Reading GS:Humanities	3	Add
									Priman/ Course Number		~ *

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Schedule	•= Schedu	Jie Detalis							E Summary		_				
Class Schedu	Sunday	Mandau	Tuesday	Wedneeday	Thursday	Friday	Caturday		If a course requires instructor p	permission, please use	e the CRN liste	i and complete t	ie <u>Instructor Permission Req</u>	uest Form.	
6am	Sunday	Monday	Tuesday	wednesday	Thursday	riiday	Saturday	^	Title	Details	Credits	CRN	Status	Action	\$.
7am									Early Greek Philosophers	PHIL 737, 01	3	<u>17908</u>	Inst Perm Required	Registered on Web	¥
8am									• Intro Pastoral Theology & Care	REL 807, 01	3	20683	Registered	None	*
									N.T. Interpretation II	REL 506, 01	3	21811	Registered	None	*
9am									Pessimism	REL 620, 01	3	21820	Registered	None	×
10am														<u>×</u>	
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Instructor Permission Request Form

Use this form to request instructor permission to register for courses during the registration and add/drop periods. Once submitted, the request will be routed to the instructor and you will be able to view the request status on the Registration Resources tab at <u>Yale Hub</u>. If your request is approved, you will need to log into the registration system and add the course to your schedule.

If you have any questions about courses that require instructor permission, please contact the department offering the course.

Term:	Fall 2023 V
Enter CRN: OR	
Subject Code	:
Course #:	
Section:	

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Access the form, enter the CRN, and explain



YaleHub > Instructor Permission Request Form		Instructor Approval Request ×		×	
Instructor Permission Request Forr Use this form to request instructor permission to register for courses during the re tab at <u>Yale Hub</u> . If your request is approved, you will need to log into the registration If you have any questions about courses that require instructor permission, please		Term Code: CRN: Course: Title: Submitted: Reason:	202303 17908 PHIL 737 01 Early Greek Philosophers		ctor and you will be able to view the request status on the Registration Resources
Term: Fall 2023 Enter CR 1: 17908 OR	PHIL 737 01 CRN 17908 Early Greek Philosophers Meeting Info: W 3:30pm-5:20pm Instructors: Verity Harte; Brad Inwood			0 / 1000	
Search	+ Request Approval	Cancel		Save	

Yale

YaleHub > Instructor Permission Request Form		Instructor Approval Request		×	
Instructor Permission Request For Use this form to request instructor permission to register for courses during the re tab at <u>Yale Hub</u> . If your request is approved, you will need to log into the registration		Term Code: CRN: Course: Title:	202303 17908 PHIL 737 01 Early Greek Philosophers		ctor and you will be able to view the request status on the Registration Resources
If you have any questions about course the second s	PHIL 737 01 CRN 17908 Early Greek Philosophers Mesting Info: W 3:30pm-5:20pm Instructors: Verity Harte; Brad Inwood	Reason:	I really really want to take this course		
Search	+ Request Approval	Cancel	s	ave	

YaleHub > Instructor Permission Request Form

Instructor Permission Request Form

Use this form to request instructor permission to register for courses during the registration and add/drop periods. Once submitted, the request will be routed to the instructor and you will be able to view the request status on the Registration Resources tab at <u>Yale Hub</u>. If your request is approved, you will need to log into the registration system and add the course to your schedule.

If you have any questions about courses that require instructor permission, please contact the department offering the course.

Term: Fall 2023 V				
Enter CRN:				
OR Subject Code:				
Course #:				
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Search				
Scarch				
Approval Requests				
PHIL 737 01 Pending CRN 17908	GLBL 6535 01 Approved CRN 20437	GLBL 5050 01 Denied CRN 23268		
Farly Greek Philosophers	Social Innovation Starter	Intro:Python in Global Affairs		
Early Greek Fillosophers				
Meeting Info: W 2:20pm 5:20pm	Meeting Info: Th 94m211am	Meeting Info: T form-7:50pm		
Meeting Info: W 3:30pm-5:20pm Instructors:	Meeting Info: Th 9am-11am Instructors:	Meeting Info: T 6pm-7:50pm Instructors:		
Meeting info: W 3:30pm-5:20pm Instructors: Verity Harte; Brad Inwood	Meeting Info: Th 9am-11am Instructors: Teresa Chahine	Meeting Info: T 6pm-7:50pm Instructors: William King		

You will also receive an email notification regarding your request

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Conditional Add and Drop 🕕 Submit

Changes can be made through January 26th

In Summary:

- Access Course Registration through the Hub beginning January 9^{th.}
- You may not yet be able to register for some courses in other schools if their registration has not yet begun.
- Can't save a draft registration but you can "submit" multiple times/multiple actions.
- Limited enrollment courses may be closed, waitlisted, or require Instructor Permission.
- Some Professional Schools require you to complete their procedures/forms in order to register (e.g. SOM, Law, Global Affairs, Architecture, etc). Complete the Change in Course form also.
- Changes in Grade Mode and Add/Drop after Jan 26th still require a form.
- Enrollment in undergraduate courses still requires permission form and extra work
- Enrollment minimum is 3 credits; maximum without special permission is 16.5 credits.

QUESTIONS?