

Student Guide to Course Enrollment and Bill Payment

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Database of course syllabi

<http://syllabus.stanford.edu/>

stanford syllabus

View Syllabus | Admin Syllabus | FAQs/How-To Guide

Stanford Syllabus Integrated with CourseWork

As of March 7, 2009, Stanford Syllabus has been integrated with CourseWork. If you upload your syllabus in CourseWork, it will automatically appear in Stanford Syllabus. You do not need to upload it again. You can add or revise a syllabus in either Stanford Syllabus or CourseWork, and the change will be reflected in both places.

Academic Term: WINTER 2011

Subject: EDUC Education

WINTER 2011 EDUC Course Syllabi

Course	Syllabus Item	Access
EDUC-103B-01: RACE, ETH, AND LING DIVERSITY	Syllabus (114.0 KB)	CourseWork site members
EDUC-110-01: SOCIAL ORGANIZ OF SCHOOLS	Syllabus (167.0 KB)	Stanford
EDUC-120X-01: SOC OF KNOWLEDGE CREATION	Syllabus (57.0 KB)	Stanford
EDUC-126X-01: INTRO TO PUBLIC SERVICE LEADER	Syllabus (59.0 KB)	CourseWork site members
EDUC-136-01: WORLD SOC & EDUC CHANGE	Syllabus (99.0 KB)	Stanford
EDUC-180S-02: ALTERNATIVE SPRING BREAK	Syllabus (52.0 KB)	CourseWork site members
EDUC-193A-01: PEER COUNSELING: BRIDGE COMMUN	Syllabus (36.0 KB)	Stanford
EDUC-193P-01: PEER COUNSELING PRACTICUM	Syllabus (25.0 KB)	Stanford
EDUC-196X-01: CASUAL LEARNING TECHNOLOGIES	Syllabus (94.0 KB)	Stanford
EDUC-201-01: HISTORY OF US EDUCATION	Syllabus (36.0 KB)	Stanford
EDUC-207X-01: SCHOOL: WHAT IS IT GOOD FOR?	Syllabus (46.0 KB)	Public
EDUC-208B-01: CURRICULUM CONSTRUCTION	Syllabus (23.0 KB)	Stanford
EDUC-245-01: UNDERSTAND RACIALÐNIC IDENT	Syllabus (45.0 KB)	Stanford
EDUC-250B-01: STAT METHODS IN EDUC	Syllabus (25.0 KB)	Stanford
EDUC-260X-01: STATISTICAL MODELS	Syllabus	Public
EDUC-261X-01: CIVIL RIGHTS HOME AND ABROAD	Syllabus (434.0 KB)	Stanford
EDUC-263C-01: CURRIC & INSTR: MATHEMATICS	Syllabus (54.0 KB)	CourseWork site members

1. Go to <http://syllabus.stanford.edu>

2. Enter "Academic Term"

3. Enter "Subject"

4. Search syllabi

How to log onto Axxess and enroll in classes

<http://axess.stanford.edu>

The screenshot shows the Stanford Axxess website. At the top, there is a navigation bar with the Stanford University logo and the text 'STANFORD AXESS'. Below this, there are several tabs: 'Home', 'Student Center', 'Employee', 'Information', and 'STARS (Training)'. The 'Student Center' tab is highlighted with a red circle. To the right of the navigation bar, there is a search bar and a 'Logout' link. The main content area is divided into several sections: 'Quick Links' (with links like 'Stanford ePay Login', 'Course and Section Evaluations', etc.), 'Axxess Notices' (stating 'Currently you have no Axxess Notices'), 'Academic Calendar' (with a link for 'Error getting content'), 'Housing & Dining' (with a list of actions like 'Apply for housing', 'Review your housing application', etc.), and 'My IT Services' (with a list of actions like 'View or print your monthly bill', 'Print your payment coupon', etc.). At the bottom of the page, there is a copyright notice: '© STANFORD UNIVERSITY. ALL RIGHTS RESERVED. STANFORD, CA 94305, (650) 723-2300.'

1. Log into Axxess with your SUNET ID and password
2. Go to the "Student Center" tab

Enrolling in classes (continued)

<http://axess.stanford.edu>

3. Go to "Enroll"
4. Enter class number from ExploreCourses

STANFORD UNIVERSITY AXESS

Welcome, Christine

Home Student Center Employee Information STARS (Training) Logoff

Christine's Student Center

Academics

SEARCH FOR CLASSES

Wells

To Do List

Enrollment Dates

Advisor

Program Advisor

Administrative Links

Support

Other Links

Search Enroll

Class	Units	Grading	Schedule
QEM 318-01 LIC (17569)	4.00	Credit/No-Credit	MoWeFr 10:00AM - 10:50AM Bransford We 7:00PM - 8:30PM Room: TBA
QEM 318-17 DIS (17785)	Non-Graded	Component	Th 7:00PM - 7:30PM Room: TBA
ESOM 106-01 LIC (19073)	5.00	Letter (ABCD/NE)	TuTh 11:00AM - 12:50PM Herrin T175
PWR 2KD-01 60M (16623)	4.00	Letter (ABCD/NE)	TuTh 9:00AM - 10:50AM 160-017
SPANLANG 218-01 LAG (16875)	5.00	Letter (ABCD/NE)	MoWe 1:15PM - 3:00-300

weekly schedule >

Stanford Bookstore

My Account

Financial Aid

Personal Information

STANFORD UNIVERSITY AXESS

Welcome, Christine

Home Student Center Employee Information STARS (Training) Logoff

Christine Axworthy

SEARCH

ADD

MY ACADemics

ADD CLASSES

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selection, proceed to Step 2 of 3.

2019-2011 Spring | Winter/Spring | Stanford University

Class	Units	Grading	Schedule	Room	Instructor	Status	Enroll
QEM 318-01 LIC (17569)	4.00	Credit/No-Credit	MoWeFr 10:00AM - 10:50AM Bransford We 7:00PM - 8:30PM	Center 208	D. Gordon M. Gupta S. Rhee	Full	Enroll
QEM 318-17 DIS (17785)	Non-Graded	Component	Th 7:00PM - 7:30PM			Full	Enroll
ESOM 106-01 LIC (19073)	5.00	Letter (ABCD/NE)	TuTh 11:00AM - 12:50PM	390-007	Staff	Full	Enroll
PWR 2KD-01 60M (16623)	4.00	Letter (ABCD/NE)	TuTh 9:00AM - 10:50AM	Green Path	Staff	Full	Enroll
SPANLANG 218-01 LAG (16875)	5.00	Letter (ABCD/NE)	MoWe 1:15PM - 3:00-300			Full	Enroll

MAKE IT TO STEP 2 OF 3

My 2019-2011 Spring Class Schedule

You are not registered for classes in the term.

SEARCH ENROLL MY ACADemics

My Class Schedule Add Drop Full Term Information

Go to

Enrolling in classes (continued)

Grading and Unit Options

<http://axess.stanford.edu>

STANFORD UNIVERSITY AXESS Welcome, Christine
Search is temporarily disabled

Home Student Center Employee Information STARS (Training) Logout

Christine Auwarter go to ...

Search Enroll My Academics
my class schedule add drop edit term information

Add Classes 1 2 3

1. Select classes to add - Enrollment Preferences

2010-2011 Spring | Undergraduate | Stanford University

ANTHRO 31 - ECOLOGY EVOLUTION HUMAN HEALTH

Class Preferences

ANTHRO 31-01 Lectures Open Wait list wait list # class ...
Prereq. Num: ...

Session: Regular Academic Session
Career: Undergraduate

Grading: Letter (ABCD/NP)
Units: 3.00

CANCEL REST

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture	TuTh 10:05AM - 11:50AM	Eoon 219	James Jones	03/28/2011 - 04/01/2011

Search Enroll My Academics
My Class Schedule Add Drop Edit Term Information
go to ...

5. Make sure you have the right grading basis (letter or credit/no credit) and the right number of units

Note: **You can change the units option until the Final Study Deadline** & the **grading option until the Change of Grading Basis Deadline**

<http://studentaffairs.stanford.edu/registrar/academic-calendar-1213>

Enrolling in classes (continued)

<http://axess.stanford.edu>

The screenshot shows the Stanford University AXESS interface. At the top, it says "STANFORD UNIVERSITY | AXESS" and "Welcome, Christine". Below the navigation bar, the user's name "Christine Auwarter" is displayed. There are buttons for "Search", "Enroll", and "My Academics". Under "Enroll", there are sub-buttons for "my class schedule", "add", "drop", "edit", and "term information". The "Add Classes" section is active, showing a list of classes for the 2010-2011 Spring semester. The "FINISH ENROLLING" button is circled in red.

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Class	Description	Days/Times	Room	Instructor	Units	Status
BIO 43-01 (19733)	PLANT BIO. EVOLUTION, ECOLOGY (Lecture)	MoWeFr 11:00AM - 12:15PM	Hewlett Teaching Center 200	C. Gordon, M. Mudgett, D. Petrov	5.00	Open
MATH 51-13 (19567)	LIN ALG AND MULTIVAR. CALCULUS (Lecture)	MoWeFr 10:00AM - 10:50AM	380-380V	Staff	5.00	Open
MATH 51-02 (16999)	LIN ALG AND MULTIVAR. CALCULUS (Discussion)	TuTh 11:00AM - 11:50AM	Green Earth Sciences	Staff		Open

CANCEL PREVIOUS **FINISH ENROLLING**

6. After clicking "Next," click "Proceed to Step 2 of 3" and then "Finish Enrolling"

Enrolling in Independent Study

<http://axess.stanford.edu>

STANFORD UNIVERSITY | AXESS

Welcome, Christine

Home Student Center Employee Information STARS (Training) Logout

Search Enroll My Academics

Search for Classes

Enter Search Criteria

Term: 2010-2011 Winter

Select at least 1 search criteria. Click Search to view your search results.

Class Search Criteria

Course Subject: [dropdown]

Course Number: is exactly [text box]

Course Career: [dropdown]

Show Open Classes Only
 Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

Additional Search Criteria

Meeting Start Time: greater than or equal to [text box] (example: 3:00PM)

Meeting End Time: less than or equal to [text box]

Day of Week: Include Only These Days

Mon Tue Wed Thurs Fri Sat Sun

Instructor Last Name: is exactly [text box]

Class Nbr: [text box]

Course Title: [text box] (example: statistics)

Keyword: [text box]

Minimum Units: greater than or equal to [text box]

Maximum Units: less than or equal to [text box]

Course Component: [dropdown]

Mode of Instruction: [dropdown]

Campus: [dropdown]

University Requirement Satisfied: [dropdown]

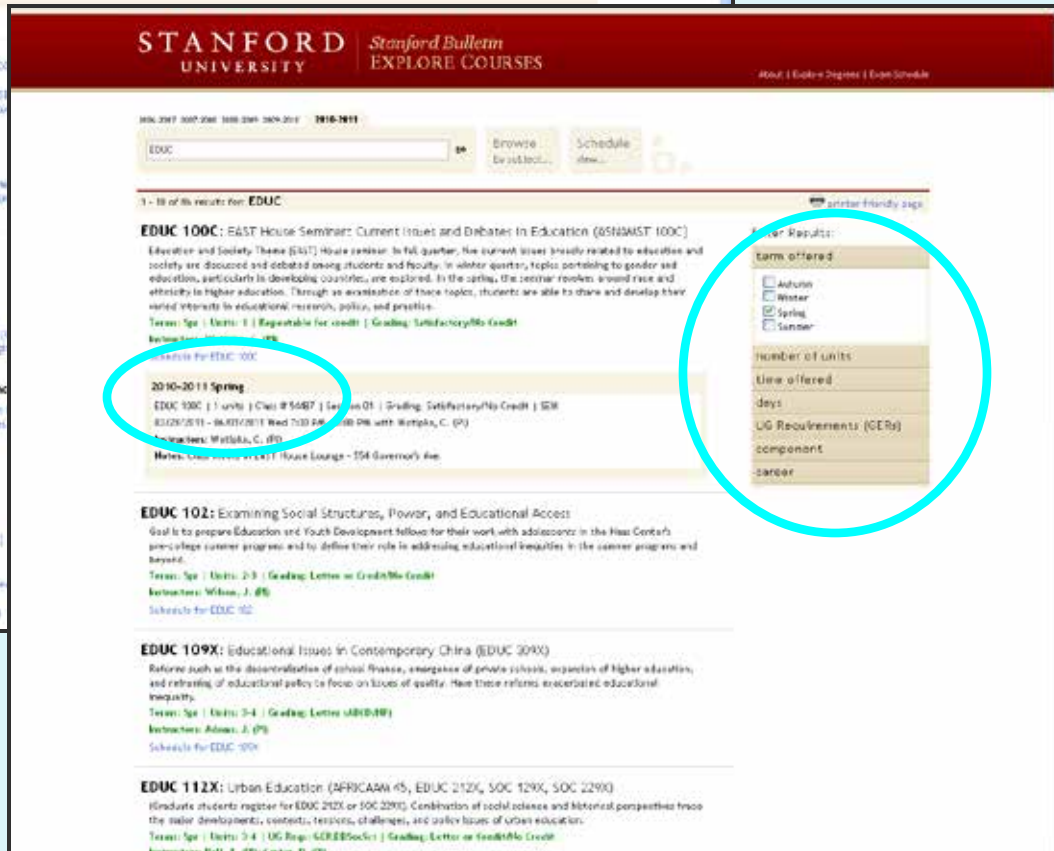
Location: [dropdown]

CLEAR CRITERIA SEARCH

1. Under the Student Center tab, click on the "Search" link under "Academics"
2. Enter the instructor last name
3. In "Course Component" field select "Individual Study"
4. Hit "Search" and enroll in the class using the class ID number

Searching for classes on ExploreCourses

<http://explorecourses.stanford.edu>



1. From the ExploreCourses website, search for classes by school, department, class name, or number
2. After clicking on a department, you can search for classes by quarter offered, units, times, and more
3. Hit "Schedule for _____" for more information

Using CourseRank

<http://courserank.stanford.edu>

1. Log in with your SUNET ID and password
2. Search for classes by name or department



Using Coursework (continued)

<http://coursework.stanford.edu>

The screenshot shows the Coursework website interface. The left sidebar contains navigation links: **Homepage**, Assignments, Materials, Section Info, Site Info, Syllabus, and Help. The main content area displays course information for "W11-CHEM-31B-03... - Chemical Principles II" for Winter 2011, including a list of sections with columns for Name, Teaching Staff, Day, Time, and Location.

Name	Teaching Staff	Day	Time	Location
Section 03	Giammanco, Chiara	Th	9:00 am-9:50 am	Mudd 257
Section 04	Kaliri, Jennifer	Th	9:00 am-9:50 am	Mudd 256
Section 05	Sari, Cody	Th	9:00 am-9:50 am	Mudd 257
Section 06	Giammanco, Chiara	Th	10:00 am-10:50 am	Mudd 257
Section 07	Lee, July	Th	10:00 am-10:50 am	Mudd 256
Section 08	Sari, Cody	Th	10:00 am-10:50 am	Mudd 257
Section 09	Giammanco, Chiara	Th	11:00 am-11:50 am	Mudd 257
Section 10	Lee, July	Th	11:00 am-11:50 am	Mudd 256
Section 11	Sari, Cody	Th	11:00 am-11:50 am	Mudd 257
Section 12	Aguire, Nicole	Th	6:00 pm-6:50 pm	Mudd 257
Section 13	Sokolowsky, Kathleen	Th	6:00 pm-6:50 pm	Mudd 256
Section 14	Wess, Lucien	Th	6:00 pm-6:50 pm	Mudd 267
Section 15	Aguire, Nicole	Th	7:00 pm-7:50 pm	Mudd 257
Section 16	Sokolowsky, Kathleen	Th	7:00 pm-7:50 pm	Mudd 256
Section 17	Wess, Lucien	Th	7:00 pm-7:50 pm	Mudd 267
Section 21	Aguire, Nicole	F	9:00 am-9:50 am	Mudd 257
Section 22	Kaliri, Jennifer	F	9:00 am-9:50 am	Mudd 256
Section 25	Sutcliffe, Kyle	F	10:00 am-10:50 am	Mudd 257
Section 26	Wess, Lucien	F	10:00 am-10:50 am	Mudd 266
Section 27	Sokolowsky, Kathleen	F	11:00 am-11:50 am	Mudd 256
Section 28	Sutcliffe, Kyle	F	11:00 am-11:50 am	Mudd 257

1. Log onto Coursework with your SUNET ID and password
2. Search classes using the tabs for the classes you are enrolled in (Information is in the left sidebar)
3. To change which tabs are visible, use the "My Preferences" tab

How to review your Stanford bill

<http://axess.stanford.edu>

The screenshot shows the Stanford University AXESS website. The header includes the Stanford University logo and the AXESS logo. Below the header, there are navigation tabs: Home, Student Center, Employee Information, and STARS (Training). The main content area is titled "Account Summary" and "Summary for all Terms". It displays the "Balance for all Accounts:" as 0.00 USD. Below this is a table with columns for Term, Term Balance, and Currency Code. The table lists various terms from 2009-2010 Autumn to 2012-2013 Autumn, all with a balance of 0.00. At the bottom of the table, there is a link for "Printer Friendly Page/Remittance Slip".

Term	Term Balance	Currency Code
2012-2013 Autumn	0.00	USD
2011-2012 Spring	0.00	
2011-2012 Winter	0.00	
2011-2012 Autumn	0.00	
2010-2011 Spring	0.00	
2010-2011 Winter	0.00	
2010-2011 Autumn	0.00	
2009-2010 Spring	0.00	
2009-2010 Winter	0.00	
2009-2010 Autumn	0.00	

1. In Axess, in the Student Center, scroll down to “Finances” and click “View Financial History by Term”
2. Choose a quarter for a detailed view of expenses and payments

This screenshot shows the Stanford University AXESS website from the Student Center perspective. The page is titled "Christine's Student Center". Under the "Academico" section, there are various links like Search, Enroll, Simple Enroll, My Academics, Explore Courses, and Explore Degrees. At the bottom of the page, there is a "Finances" section with a link "View Financial History by Term" circled in blue. A notification banner at the bottom states "You have no outstanding charges at this time."

Accessing and paying your Stanford bill

<http://axess.stanford.edu>

The image shows two overlapping screenshots of the Stanford AXESS website. The top screenshot displays the main AXESS interface with a navigation menu on the left. The 'Stanford ePay Login' link is circled in blue. The bottom screenshot shows the 'Stanford ePay' login page, where the 'Make Payment' link is circled in blue. The page content includes sections for 'Current Account Summary', 'University bills', 'Your Recent Payments', and 'Authorized Payers'.

1. Log onto Axess with your SUNET ID and password
2. Click "Stanford ePay Login" on the left sidebar
3. Go to "Make Payment" on the top tab bar

Accessing and paying your Stanford bill (continued)

<http://axess.stanford.edu>

The top screenshot shows the Stanford ePay website with the following elements:

- Header: STANFORD UNIVERSITY | ePay
- Navigation: Your Account, View Bills, Make Payment, Pending Payments, Help, Sign Out
- Section: HOME
- Section: University Bill
- Form: Amount (Pay amount shown or edit to pay a lesser amount):
- Text: Minimum Due: \$0.00, Balance Due: \$

The bottom screenshot shows the 'Your Pending Payment' page with the following elements:

- Header: STANFORD UNIVERSITY | ePay
- Navigation: Your Account, View Bills, Make Payment, Pending Payments, Help, Sign Out
- Section: Your Pending Payment
- Table:

Item	Edit	Delete	\$
University Bill			
Total Amount			\$

Continue

4. Enter the payment amount
5. Click "Add to Pending Payment"
6. Click "Continue" and follow directions to complete payment

Setting up Direct Deposit

<http://axess.stanford.edu>

The image displays two screenshots of the Stanford University AXESS portal. The top screenshot shows the main dashboard with a sidebar on the left containing 'Financial Information' and 'Direct Deposit' highlighted with a red circle. The bottom screenshot shows the 'Add Direct Deposit' form with fields for Bank Information, Routing Number, Account Number, Account Type, and Deposit Type, along with a 'Done' button and a check image.

1. Log into Axess and go to "Employee Information"
2. Click "Direct Deposit" in the left sidebar and enter your account information