MyCurriculum
Quick Guide to Making Changes to Course Selection

– Go to MyCurriculum (abdn.ac.uk), select **MyCurriculum**, and **Login**.

- • If you are a student in the first year of study on your programme, click **New Students**
- • If you are a student in any year of study other than your first, click **Returning Students**

– To make changes to your course selections, click on the **Courses** link, found under the *Select your Courses* column heading within the *Registration Summary* screen.

Note: If you have course selections saved from a previous visit, the **Review Selections** page will open:

– Select the **Show Courses** link (under the **Course Choices** heading) to review your existing course selections.

– On the *Course Summary screen*, click on the **Back to Course Selection** button, located in the top left-hand corner of the screen, under your name:

– You will come to the tab under which your course selections were last saved:

IMPORTANT:

- If the course you wish to deselect was selected under an earlier tab (ie not the last tab you made selections in) **do not attempt to move to the earlier tab and instead ask for assistance from the Registration Support Service or a Registry Officer.**

- If you receive a message stating that **your course selections will be reset**, seek assistance from the Registration Support Service or a Registry Officer.

– Deselect courses by clicking on the blue X located to the right of the course details.

– Add courses using the drop-down menus on the tab OR by selecting from the groups on the screen.

– Once you have made all of the changes you wish to make, press Confirm Selection and then continue through **all** of the remaining screens, including the Terms and Conditions page.

– On completing your revised course selections, an email confirming your selections will be sent from the system to your University email account. If you do not receive this email, log back in to MyCurriculum and make sure you complete the Terms and Conditions page.

REMEMBER: If you choose a capped course:

- you will be asked for up to two alternative course choices
- the deadline for selecting a Sixth Century course is the end of the first week of teaching
- the capped course allocation process is run once a day, weekdays, during registration and for the first two weeks of teaching
- you will be notified by email of the course to which you have been allocated
- the course will not appear in MyTimetable until two hours after you have been notified of the course on which you have been given a place.