

REGISTRATION PASS TIMES

Undergraduate Students

Registration takes place during two intervals called “Pass One” and “Pass Two.” Each registration appointment pass time is a four-hour window. Undergraduate students are assigned a registration appointment time during each of the two pass times. Registration pass times appointments for each term are viewable in Schedule Builder (<https://my.ucdavis.edu/schedulebuilder/>) at least one week before the start of Pass One. You may view these dates on the Registration Calendar. (<https://registrar.ucdavis.edu/calendar/registration/>)

If you don't have any registration pass times, there are a variety of reasons this could be. Most often, students need to be reactivated after cancelling their graduation application or if they have been previously inactive, on PELP leave, etc. If you do not have a pass time and are attempting to register for courses, contact the Office of the University Registrar (<https://registrar.ucdavis.edu/about/contact/>).

Registration pass times are assigned based on earned credits. The earned credits considered are completed and graded courses, articulated transfer work, and up to 13 AP/IB units. For earned credit hours to be factored into your pass time, they must be processed before pass times are assigned. Students with more earned credit hours will be assigned an earlier pass time than a student who has less. For example, students with senior standing will register before freshman as they have more earned credit hours.

Some students may qualify for priority registration such as students with disabilities, TRiO scholars, foster youth, etc.

Pass times are not reassigned except for students with disabilities. Students who need to register outside of their pass time may do so after it has occurred during Open Hours, during Pass Two, or during Schedule Adjustment.

Pass Times are available to view on your Schedule Builder (<https://registrar.ucdavis.edu/registration/register-for-classes/schedule-builder/>) registration tool through the *myucdavis* portal.

| Registration Periods | Pass One | Pass Two | Schedule Adjustment |
|----------------------|----------|------------------|---------------------|
| Max Enrollment * | 17 units | 19 units (total) | 28.5 units (total) |

* Max Enrollment units include registered and wait-listed courses.

| Registration Periods | Pass One 4-hour window | Pass One Open Hours | Pass Two 4-hour window | Pass Two Open Hours | Open Hours |
|----------------------|---------------------------|---|---------------------------|---|---|
| Time | Weekdays | Weekdays | Weekdays | Weekdays | Weekdays |
| Periods (PT) | 6:00 a.m.–7:00 p.m. | 8:00 p.m.–midnight; Weekends 10:00 a.m.–6:00 p.m. | 6:00 a.m.–7:00 p.m. | 8:00 p.m.–midnight; Weekends 10:00 a.m.–6:00 p.m. | 6:00 a.m.–midnight; Weekends 10:00 a.m.–6:00 p.m. |

Graduate Students

Graduate students do not have assigned appointment times and may enroll in classes anytime Monday–Friday 6:00 a.m.–midnight and Saturday & Sunday 10:00 a.m.–6:00 p.m.

Graduate students may not enroll in more than 16 units of upper division and graduate level courses combined, or in more than 12 units of graduate level coursework, without the approval of the Associate Dean of Students in Graduate Studies.