Student Registration

Step 1. E-Z Arts Login

UNCSA

UNCSA E-Z ARTS

Note: E-Z Arts has been updated. From now on you will need to use your email user name and password to login (Single Sign-On).

Students: E-Z ARTS provides access to information, resources, and tools that you will use throughout your academic career as a UNCSA student. The decision to do business electronically with UNCSA is yours. By logging in to E-Z Arts, you are agreeing to your voluntary consent to conduct electronic transactions or agreements with the University that may occur at any time during your academic career, including actions related to Admissions, Financial Aid and Student Accounts. You are accepting this statement and agreeing to the terms of service and privacy policies. Some of these transactions or agreements may involve financial obligations.

Students: If you do not voluntarily consent to conduct business electronically with UNCSA, you should exit E-Z ARTS. By exiting the system, you are choosing to opt out of electronic transactions and agreements. It will be your responsibility to update transactions in person at each appropriate office or location.

SECURITY AGREEMENT: The E-Z Arts ID (EAI) assigned to you is for your use only and will not be disclosed to anyone else. By accessing this service, I agree to abide by the UNCSA Policy for Technology Use, and not to perform illegal or unauthorized activities that would violate state and/or federal laws, nor University policies. I also agree that I will not disclose in verbal, electronic or printed format any information for which I am not authorized to do so.

Problems Accessing This Service? Contact Technology Support at 336-770-3500 or submit a Support Request.

Course Catalog
Class Schedule

Click Login to E-Z Arts

Login to E-Z ARTS

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Step 2. – After logging in.

*Before registering for courses make sure to meet with your advisor so you know what courses to register for.

Step 3.

Click on Register for Classes - review course offerings and register for courses through here.
**Step 4.**

From the drop-down, select the term you wish to register for. Only available terms will show here. Click Continue.

**Step 5.**

If you have all of the CRNs for your courses you can click the Enter CRNs tab and begin registration. See step 9 & 10.

If you know the Subject and Course number you are searching for you can add the information and click search. You can also search with the subject or keyword. If you click into the subject box a drop-down for all subjects will populate.
Step 6.

Review the courses that populate from the search and choose the course that will fit your schedule. Click Add.

Step 7.

*If you have already begun registration, you may already have a Schedule/Summary showing.
Step 8.

Once you have selected all courses you would like to register for, review the schedule and summary. Click Submit.

Your courses are currently in a pending status. Once you click submit this will update.

Step 9. *If using CRNs to register follow steps 9 & 10, otherwise skip to 11.*

If you would like to register using CRNs, click the CRN tab. Click Add another CRN until the proper fields are available, add a CRN in each space. The course information will populate to the right. Once done click Add to Summary. This will take you to another page, review Summary information and then Submit to Register.
Step 10.

Review your pending schedule, notice that the status of your registration is pending. If everything is showing how you would like, you must click submit to register.

Step 11.

Use these to expand/collapse the schedule.

Review your final schedule, and registered credit hours.

Make sure all courses are showing as registered. If anything is showing "Error Preventing Registration", review the error and pick an alternate course or visit with your advisor.

Total registered hours show here.
Step 12.

You can also review the schedule detail tab for an in-depth view of your schedule.

Once done, make sure to log out and close out of your browser, or use the back arrow to get back to the main dashboard.

- For assistance contact the Registrar’s Office at 336-770-3295 when the University is open (M-F 8:30am – 5pm) or registrar@uncsa.edu.

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