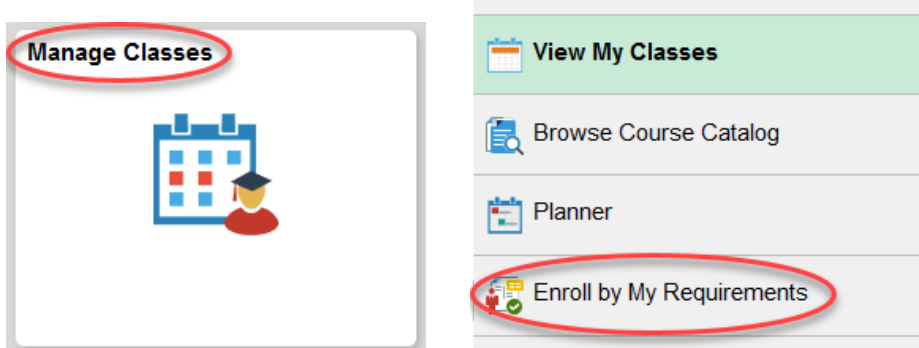
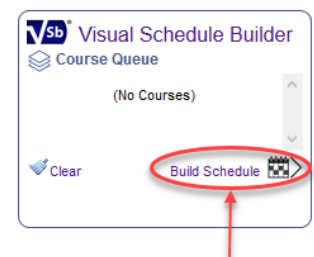
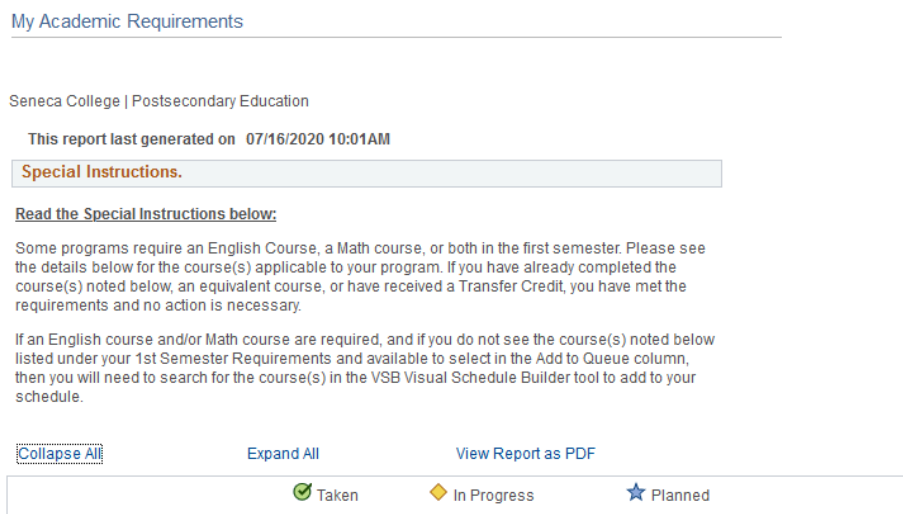


## Swapping a Course from Your Class Schedule

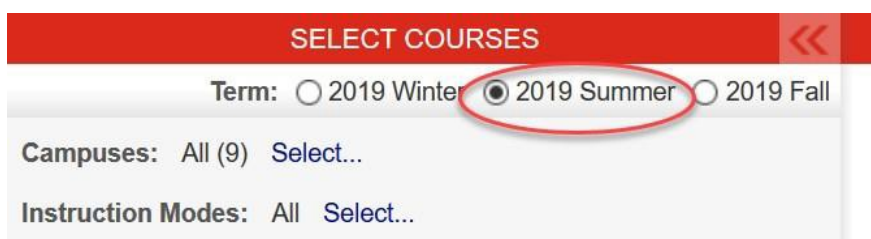
1. Log into Student Home and select the **Manage Classes** tile, then select **Enroll by My Requirements**.



2. In the **Visual Schedule Builder** box select **Build Schedule**.



3. Select your term.



- Unpin the course you wish to change for another by clicking on that class. This will update the **Generated Results** to show multiple section options that you can scroll through to select.  
For programs of study that enrol using Blocks or groupings, you may not be able to swap class sections that are part of your existing block.

Campuses: Seneca@York x (1/9) Select...

Instruction Modes: All Select...

Plan '2019 Summer' imported.

Select Course: Class Number, Title, Instructor... Select

**SYS 466** Enrolled Seneca@York Select... X  
**Analysis and Design Using OO Models**  
 Description: Analysis and Design Using OO Models ...Show More  
 LEC SEE

**BCI 433** Enrolled Seneca@York Select... X  
**IBM Business Computing**  
 Description: IBM Business Computing ...Show More  
 Stay enrolled in LAB SAAL - LEC SAB

Start Over Increase Accessibility

Generated Results

Sort preference: None

Include schedules containing:  
 Closed classes (■)  
 Wait Listed classes (▲)

	Mon May 13	Tue May 14	Wed May 15	Thu May 16	Fri May 17
9:00					
10:00			SYS 466 LEC SEE		SYS 466 LEC SEE
11:00					
12:00 pm					
1:00					BCI 433 LAB SAAL

- Once you have selected your new class section select **Get this Schedule**.

The screenshot shows a course selection interface. At the top left, there are navigation options: Favourite, Share, Print, and Tips. A 'Generated Results' section at the top right shows '3 of 4' results with navigation arrows. The main area displays a list of class sections with their details and a grid of time slots. A red arrow points from the 'Generated Results' section to the 'Get this Schedule' button at the bottom. The 'Get this Schedule' button is circled in red. Below the button, there is a message: 'You are not enrolled for this schedule.' and a 'Validate Shopping Cart' button.

Class Section	Time Slot	Availability
SYS 466 Analysis and Design Using OO Models Regular Academic Session LEC SBB Class Number: 5013 Seats: Available Class Attributes: English	9:00	
	10:00	
	11:00	
BCI 433 IBM Business Computing Regular Academic Session LAB SAAL (Enrolled) Class Number: 6357 Seats: Available Class Attributes: English	1:00	
	2:00	
	3:00	
LEC SAB (Enrolled) Class Number: 5282 Seats: Available Class Attributes: English	4:00	
	5:00	
	6:00	

- Under the **Action** column, you will see **Swap** beside the class you wish to swap. Double-check that this is the correct class section. Select **Do Actions**.

The screenshot shows a table with two columns: 'Class' and 'Action'. The 'Class' column contains details for three class sections: SYS 466, BCI 433, and LAB SAAL. The 'Action' column shows 'Swap' for the SYS 466 section, 'None (Already enrolled in this class)' for the LAB SAAL section, and 'Do Actions' for the BCI 433 section. A red arrow points from the 'Swap' button to the 'Do Actions' button. The 'Do Actions' button is circled in red. Below the table, there is a 'Cancel' button.

Class	Action
SYS 466 Analysis and Design Using OO Models Regular Academic Session LEC SBB Class Number: 5013 Seats: Available Class Attributes: English	Swap
BCI 433 IBM Business Computing Regular Academic Session LAB SAAL (Enrolled) Class Number: 6357 Seats: Available Class Attributes: English	None (Already enrolled in this class)
LEC SAB (Enrolled) Class Number: 5282 Seats: Available Class Attributes: English	Do Actions

7. You have now officially swapped the class into a new section. Access to swap classes is available until the [deadline to add courses](#).

Class	Action	Options	Result
<p>SYS 466 Summer 2019: May 6 - Aug 16 Analysis and Design Using OO Models Regular Academic Session Tue, Thu May 6 - Jun 21: 5:10 PM to 6:55 PM Tue, Thu Jul 2 - Aug 16: 5:10 PM to 6:55 PM</p> <p>● <b>LEC SBB</b> Class Number: 5013 Seats: Available Class Attributes: English</p>	Swap	None	Swapped This class has been replaced.