How to Register Online for MPIA and BA/MIA Courses

1. Go to tritonlink.ucsd.edu

2. Select the WebReg link under the Tools menu, which is to the left of your screen.

3. Sign in using your PID and PAC

4. This will bring you to the Online Enrollment/Web Registration screen
   A. Select “Fall Quarter 20**” and “Graduate”; then select “Submit”

5. This brings you to your Personal WebReg screen that includes sections for general information (name, PID, college, department and student level), enrolled classes and an area to add a class.
   A. Scroll down to the Add a Class section of your Personal WebReg screen
   B. Click “Find a Section” to select a class from the online Schedule of Classes

6. This takes you the online Schedule of Classes
   A. Scroll down to the subject list in the left box to find IRCO – Intrnat Relat/Pac Study-Core
   B. For criteria, you should only have the “400+” clicked. DO NOT ENROLL IN 200 LEVEL COURSES.
   C. Click “search”

7. This takes you to the IR/PS core class listing
   A. Scroll down and click the hyperlinked Section ID of the course in which you would like to enroll
   B. Enroll in the following Core Courses:
      a. Globalization (There is 1 course section option)
      b. Quantitative Methods (There are 2 course section options, only enroll in one)
      c. Managerial Economics (There is 1 course section option)
      d. Language Courses: Language placement exams will take place in September and during Prep. More information will be sent in July regarding Language enrollment, placement, and how to complete your language requirement.

8. The Add Section menu will come up
   Note: For the course to count toward the degree, you much choose the letter grade option.
   A. Click the “Add” button

9. Your Personal WebReg screen will appear again and should list the class that you just selected.
   Note: The finals schedule listed on TritonLink does not apply to IR/PS classes. Do not use the “Final Planner” button!! The finals for IR/PS will be announced during fall quarter.

10. Scroll down to the Add a Class section of your Personal WebReg screen and select “Find a Section” to repeat the process.

11. Verify your fall course schedule by selecting the “Classes and Waitlist” link, which is to the left of your screen.

Resources:

An online WebReg tutorial is available at: http://provost.ucsd.edu/tritontutorial/. The tutorial is geared toward undergraduate students, but gives a general overview of the online registration process.