

View and Print Student Schedule



Process: Courses may be dropped from a student's schedule using the Administration Booking section of the Student Administration portal.

Role: Authorized Personnel

Frequency: When Needed

BEGINNING

Go to the **Welcome to myUK** web page

<http://myuk.uky.edu/>

myUK PORTAL

Enter your Link Blue **User ID**

Welcome to myUK

Use your [link blue](#) ID to Sign On to this portal.

User ID

Password

Enter your **Password**

User ID

Password

Sign On

Click on the **Sign on** button

User ID

Password

Sign On

myUK HOME PAGE

Click on the **Student Administration** tab
(Your webpage may look different based on your roles in the system)

myUK

Launch Pad

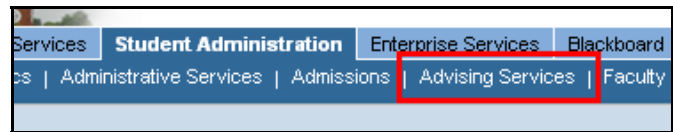
Student Services

Student Administration

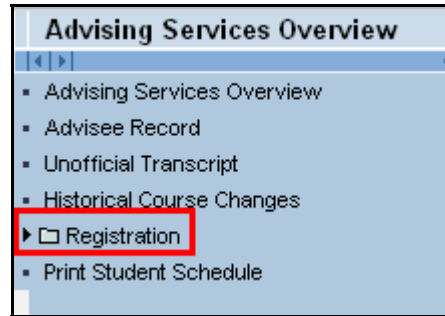
IRIS Systems

STUDENT ADMINISTRATION

Click on **Advising Services**

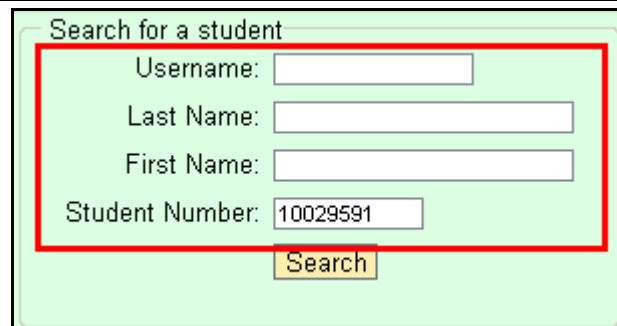


Click on the **Registration** folder in the **Detailed Navigation** area

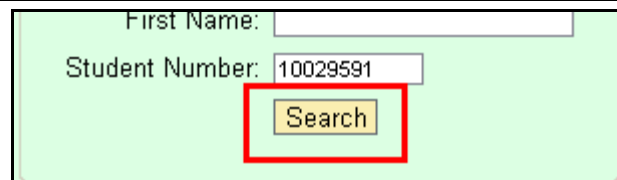


ADMIN BOOKING

In the **Search for a student** box, enter either the student's **Username**, **Last Name**, **First Name**, and/or **Student Number**

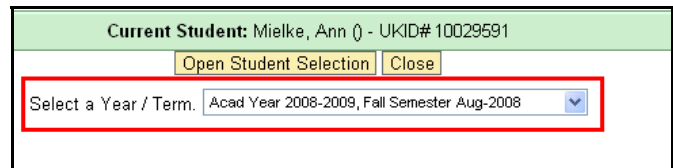


Click on the **Search** button



In the **Select a Year/Term** field, select the appropriate Academic Year and Term

Note: This field will default to the most current academic year and term



The student's schedule will be displayed

Ann Mielke is registered for these courses.

Drop	Class	Hours	Grading Type	Meeting Times	Status
<input type="checkbox"/>	ENG 104 Section 001 WRITING: AN ACCELERATED FOUNDATIONAL CRS	4.0	Normal (Change)	MWVF 8:00 am - 8:50 am (Funkhouser Biological Scien-Rm.B13-FB)	Enrolled 04/28/2008 12:48 pm
<input type="checkbox"/>	ECO 201 Section 001 PRINCIPLES OF ECO I	3.0	Normal (Change)	MWVF 8:00 am - 8:50 am (Business and Economics Bldg-Rm.305-BE)	Enrolled 04/28/2008 1:13 pm
Drop		7.0			Show History

[Print Schedule](#) [Buy Books](#)

Click on the **Print Schedule** link

Ann Mielke is registered for these courses.

Drop	Class	Hours	Grading Type	Meeting Times	Status
<input type="checkbox"/>	ENG 104 Section 001 WRITING: AN ACCELERATED FOUNDATIONAL CRS	4.0	Normal (Change)	MWVF 8:00 am - 8:50 am (Funkhouser Biological Scien-Rm.B13-FB)	Enrolled 04/28/2008 12:48 pm
<input type="checkbox"/>	ECO 201 Section 001 PRINCIPLES OF ECO I	3.0	Normal (Change)	MWVF 8:00 am - 8:50 am (Business and Economics Bldg-Rm.305-BE)	Enrolled 04/28/2008 1:13 pm
Drop		7.0			Show History

[Print Schedule](#) [Buy Books](#)

Your default printer should be selected

Print

General Options

Select Printer

Add Printer
 Adobe PDF
 Back Printer
 Front Printer
 Microsoft Office Doc...

Choose the **Number of Copies** you want to print

Page Range

All
 Selection
 Current Page
 Pages:

Number of copies:

Collate

1 1 2 2 3 3

Print Cancel Apply

Click on the **Print** button

Page Range

All
 Selection
 Current Page
 Pages:

Number of copies:

Collate

1 1 2 2 3 3

Print Cancel Apply