

How the “Tree” Works

You are going to select the courses you want to take next semester and request them based on their order of importance to you. The chances of being enrolled in any of the courses depend on the priorities of the other students and what courses they want. If a course you desire is in high demand, your chances of being enrolled in it are less. Low demand courses are the easiest to get. Courses are assigned in random order by class as explained elsewhere.

Take a look at the Registration Worksheet on the last page of the Registration Booklet or on the Web site. Your PREFERRED SCHEDULE is the course schedule that you want the most. The courses carry the highest priority: Course A1 carries the highest priority, followed by A2, A3, A4, and A5. Of course, there should be no time conflicts with these five courses. Follow the branches of the Tree to help understand how the process works through the Tree to assign courses.

Preferred Schedule: A1, A2, A3, A4, and Other courses
Alternate 1: A1, A2, A3, A5, and Other courses
Alternate 2: A1, A2, A6, A7, and Other courses
Alternate 3: A1, A2, A6, A8, and Other courses
Alternate 4: A1, A9, A10, A11, and Other courses
Alternate 5: A1, A9, A10, A12, and Other courses
Alternate 6: A1, A9, A13, A14, and Other courses
Alternate 7: A1, A9, A13, A15, and Other courses

If the A1 course is not available, then the Tree will move to course B1. In that case, all course assignments will be made from Tree B and Tree B only in the same way as shown above. If courses A1 and B1 are both unavailable, the Tree will move to course C1. All assignments will then be made from Tree C.

If you are unable to get any of your first choice courses in slots A1, B1, or C1, the Tree process will move immediately and automatically to the second level choices (A2, B2, C2 or A9, B9, C9) in an attempt to assign one of those courses. If those slots have the same course and it is closed, you lose that option altogether and the Tree will move on to A3, B3, and C3.

The choices in the third branch (A3, B3, C3 or A6, B6, C6 for example) are often where the courses wind up being the same in each Tree: A, B, and C.

Your fifth course, Physical Education courses, Applied Music and other incidental courses are listed in Tree O (Other).

Science labs are assigned from Tree L (Labs). Any time the program encounters a course on your Tree that has a laboratory for which you must register separately, it will automatically go to Tree L to get the lab. As many of the offered lab sections as possible should be listed in the labs column so that you have a good chance of getting assigned to a lab. To enroll in a lab without taking the lecture course, the student must see the Registrar.

Be sure that you understand how the Tree Process moves from tree to tree and from branch to branch as you put your schedule together. There are eight (8) possible schedules on each Tree. This sample uses Tree A, but Trees B and C are processed in the same way. Notice that many of the courses can be the same in different branches of a tree; only the section numbers need change so that you can avoid schedule conflicts. The Tree will not schedule a course which conflicts with a previously assigned course.

The “maximum hours” notation at the top of the worksheet corresponds to the maximum number of hours that appear in any given schedule that you have listed. (There are 24 possible schedules on the worksheet, eight in each tree.) Be sure that the maximum number you enter on WebSTEP is the maximum of all 24 options, but do not put down 17 unless you want all 17 hours to be assigned.