

Ithaca College Office of the Registrar HomerAdmin Documentation: Registration Restrictions using SSARRES

Registration restrictions are sometimes part of a prerequisite for a course, and sometimes used to manage enrollment during registration. These restrictions can be overridden using SFASRPO, however, it is important to note that you cannot choose which restriction to override. You either override all restrictions or none.

There are several restrictions that can be added to a section of a course. There is no “or” feature between types of restrictions, so a student must meet every restriction you enter, or he/she will not be able to register. Any restriction entered will apply to all students attempting to register.

IMPORTANT NOTE: A student must meet every condition entered in separate individual areas (e.g. department, field of study, program, etc.). If several entries are made in one area, a student must meet at least one of the conditions. If there are any questions about how the restrictions will work together, please contact the Registrar’s Office before entering them.

Go to SSARRES

Enter the term that the course will be taught, TAB to the CRN field. If you do not know the CRN, then click the LOV button to query the correct CRN for the section you wish to enter restrictions for. When you double click on the section you want to work with, the Subject, Course and Short Title of the course will appear in the key block.

Oracle Developer Forms Runtime - Web: Open > SSARRES

File Edit Options Block Item Record Query Tools Help

Schedule Restrictions SSARRES 8.0 (SISPROD)

Term: 201140 CRN: 41179 Subject: ECON Course: 12200 Title: Principles of Microeconomics

Department and Field of Study Class and Level Degree and Program Campus and College Student Attribute and Cohort

Next Block

The tabs that describe the type of restrictions available go across the top of the second block. You can click on the tab you wish to use for a restriction. The types of restrictions and their definitions are:

Department and Field of Study Class and Level

Department Restrictions

Include Exclude

Department Description

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Department: You can include or exclude students with this department attached to their program of study. You might use this if you wanted to restrict a course to any student who is in the Theater Art Department's list of programs by entering THEA (not the subject code, but the department code) here, or clicking the LOV button and choosing the correct department from the list. Using this example, all students in the Theater Art Department would be either included or excluded from this course (e.g. Drama, Acting, Theater Production Arts, Theater Management).

Field of Study Restrictions		Type	Description
<input type="radio"/> Include	<input checked="" type="radio"/> Exclude	<input type="checkbox"/> All Field of Study Types	
Code	Description		
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			

Field of Study: You can include or exclude students that are enrolled in Fields of study types (e.g. concentrations, major or minor). First you have to choose which type of Field of Study you are restricting by clicking on the LOV button and choosing concentration, major or minor. If you click the box for All Field of Study Types, you will be including or excluding all students whether major, minor, or concentration for any code you enter. For example, If you choose all types and enter the code of 'ACCT' for Accounting, then any student with either an Accounting major, minor or concentration will be either included or excluded from registering for the course, depending upon which radio button is filled in.

Class Restrictions		Description
<input type="radio"/> Include	<input checked="" type="radio"/> Exclude	
Class	Description	
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		

Class: You can restrict by FR (freshman), SO (sophomore), JR (junior), SR (senior) or GR (graduate student). This status is determined by credit hours (except graduate student) of 0-29, 30-59, 60-89, and 90+ respectively. In progress courses are included in determining class level for the purposes of meeting restrictions.

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Level Restrictions
 Include Exclude

Level	Description
<input type="checkbox"/> GR	Graduate
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Level: This is either UG (undergraduate) or GR (graduate). This restriction exists on virtually every course in order to keep undergraduate students from mistakenly registering for graduate courses and vice versa. However, the ability to use SFASRPO to lift this restriction is no longer available as there are additional processes that must occur in order to allow students to register outside their class level.

Department and Field of Study	Class and Level	Degree and Program										
Degree Restrictions <input type="radio"/> Include <input checked="" type="radio"/> Exclude <table><thead><tr><th>Degree</th><th>Description</th></tr></thead><tbody><tr><td><input type="checkbox"/></td><td></td></tr><tr><td><input type="checkbox"/></td><td></td></tr><tr><td><input type="checkbox"/></td><td></td></tr><tr><td><input type="checkbox"/></td><td></td></tr></tbody></table>			Degree	Description	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Degree	Description											
<input type="checkbox"/>												
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Degree: This is probably not going to be used by anyone. It would restrict registration by BS, BA, BM, BFA, etc.

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Program Restrictions
 Include Exclude

Program	Description
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	

Program: This field allows registration restriction by specific program of study. For example, you can include all students who are Business Administration majors with a declared concentration of management by either typing or selecting BUAD-MGT-BS using the LOV button to select the program. If these were selected, no other program on the list would meet this restriction.

Department and Field of Study	Class and Level	Degree and Program	Campus and College										
Campus Restrictions <input type="radio"/> Include <input checked="" type="radio"/> Exclude <table><thead><tr><th>Campus</th><th>Description</th></tr></thead><tbody><tr><td><input type="text"/></td><td></td></tr><tr><td><input type="text"/></td><td></td></tr><tr><td><input type="text"/></td><td></td></tr><tr><td><input type="text"/></td><td></td></tr></tbody></table>				Campus	Description	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
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Campus: This field is used specifically for students studying in Los Angeles and London in order to keep students who are on the Ithaca campus from mistakenly registering for a section that is offered elsewhere. A student's campus must match the section campus in order for registration to be successfully completed.

