

WORKDAY STUDENT

Course registration for Fall 2025 is fast approaching! While you may have registered for summer classes in UAConnect, we will be using Workday to register for the Fall 2025 semester.

LOGGING IN

If you have not logged into Workday, now is the time:

- Navigate to myapps.microsoft.com in a web browser.
- Login using your University of Arkansas email and password. (Don't forget to set up Microsoft Authenticator if you haven't already!)
- Find the blue "Workday" application icon.
- Once logged in, review any tasks in your inbox or use the "Menu" icon to find your Academics Hub.



REGISTRATION PREP

Get Ready to Register in Workday:

- Complete your student onboarding. Onboarding is a series of six tasks, including things like updating your contact information and filling out your financial agreement. Please don't wait on this - you cannot register until your onboarding is complete. Check out the [Workday Student Onboarding video](#) for a quick tutorial.
- Review and resolve any holds. Holds can prevent you from registering. To check if you have any holds, navigate to your Academics Hub under the Menu button. Your holds should be listed. You can also check holds your profile by clicking on the person icon in the top right corner. From there find "Action Items and Holds" in the left-side menu.



ENROLL

REGISTRATION

How-to Register in Workday:

There are three ways you can register. To see how each method works, review the step-by-step quick reference guides or demo videos below. Making an Academic Plan and optional Saved Schedule in advance is the easiest way to register!

- Register from an Academic Plan: Your academic plan is a semester-by-semester guide that shows which courses you should take and when. View the [Academic Plan Quick Reference Guide](#) or watch the [Register from Plan video](#).
- Register from a Saved Schedule: If you have created an academic plan, you can also make a saved schedule of the specific course sections you'd like to take. View the [Saved Schedule Quick Reference Guide](#) or [Register from Saved Schedule video](#).
- Register from Find Course Sections Report: The course sections report let's you look at all of the courses available in a semester or session. This is best used if you're searching for a particular course section after making an initial plan or schedule. View the [Find Course Section Report Quick Reference Guide](#).

REGISTRATION HELP DESK

Students that have been trained how to register in Workday Student will be available at a "Registration Help Desk." See times and locations below:

Times

11am-1pm every weekday from March 31st – May 2nd.

Locations

Arkansas Union Food Court
The CORD – Behind the Welcome Desk
Bell Engineering – Main Atrium
WCOB 3rd Floor – Main Entrance

