

5.12. Self Enrollment

The Oh-o! Meiji system Self Enrollment function is the function with which you can participate in classes tentatively (participation prior to Course Registration) as an enrollee in the Oh-o! Meiji system by yourself before completing Course Registration, such as at the beginning of a school year or semester.

When you self-enroll in a class on the Oh-o! Meiji system, you can use the Oh-o! Meiji Class Web prior to Course Registration. The classes you have self-enrolled in will be displayed in the Oh-o! Meiji timetable as well.

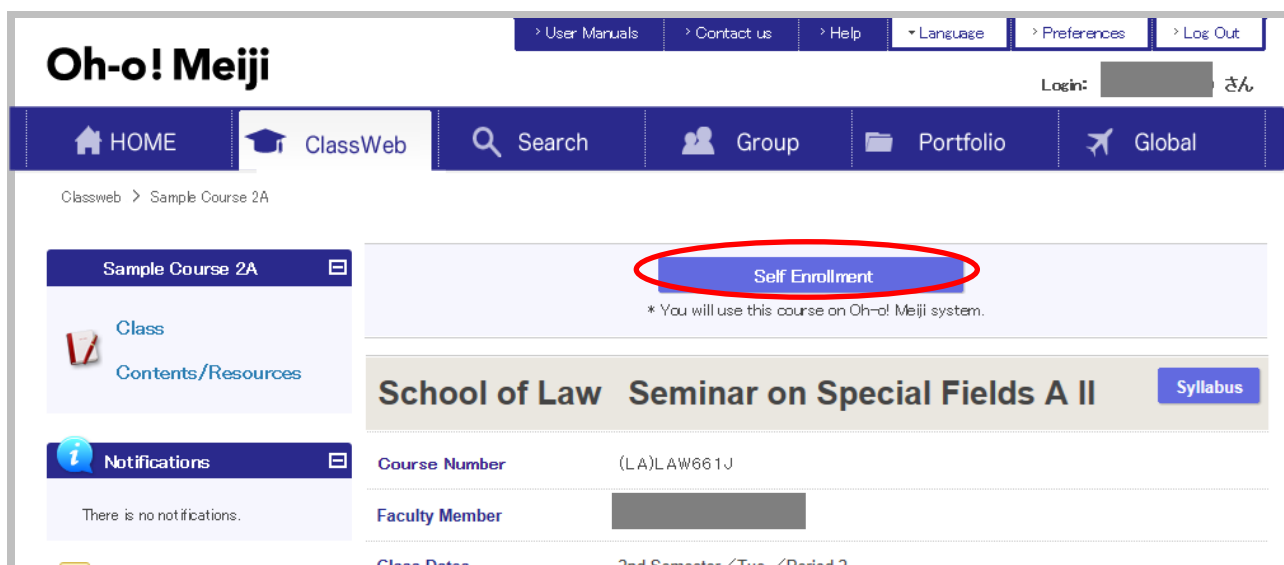
Notes (be sure to check the following)

- **The Oh-o! Meiji system Self Enrollment function does not constitute official Course Registration.**
You have to register on the Course Registration System if you take the course.
- You should check whether the course is applicable to your degree program.
- Check your **Individual Timetable (PDF)** to confirm your registered courses.

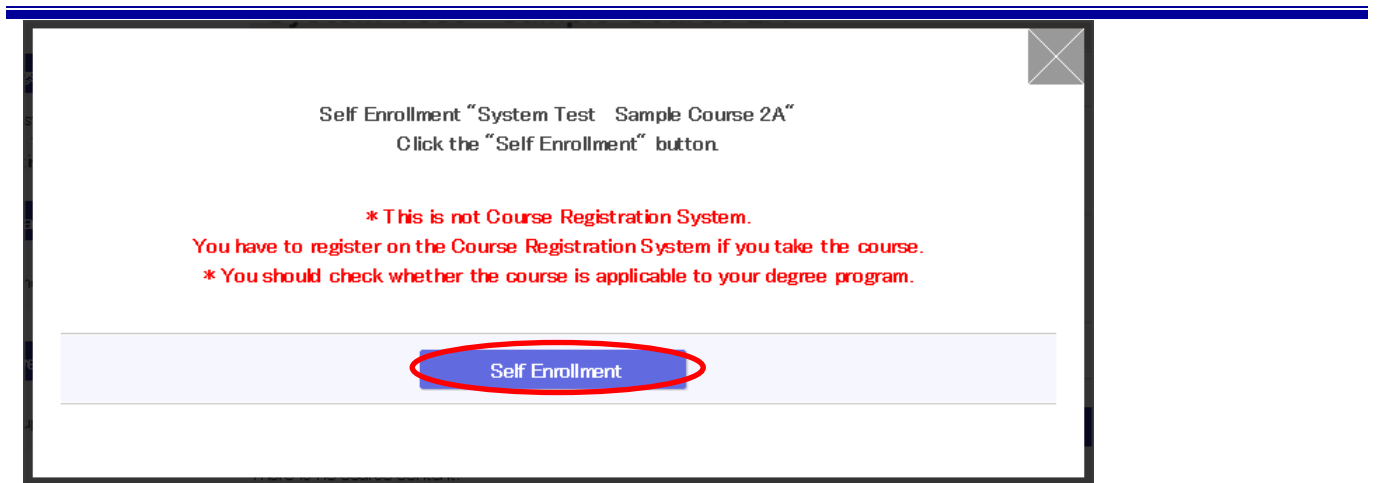
5.12.1. Register Self Enrollment

"Self Enrollment" button is displayed at the top of the Class TOP screen.

* Self Enrollment is available only for classes that permit Self Enrollment.



By clicking the "Self Enrollment" button, the Self Enrollment confirmation window appears.



Self Enrollment registration is completed when the "Self Enrollment" button is clicked.

* If you do not register the course, the Self Enrollment subject will be deleted automatically and access to registered data will be lost.

5.12.2. Cancel Self Enrollment

You can cancel classes you have self-enrolled in on the Oh-o! Meiji system.

If you cancel Self Enrollment, you cannot access reports/questionnaires you registered/answered during the Self Enrollment.

Notes (be sure to check the following)

- **The Oh-o! Meiji system Self Enrollment function does not constitute official Course Registration.**
You should register and modify the course on the Course Registration System.
- Check your **Individual Timetable (PDF)** to confirm your registered courses..

"Self Enrollment Course" is displayed at the top of the Class TOP screen if you have self-enrolled in the class.

The screenshot shows the Oh-o! Meiji system interface. At the top, there is a navigation bar with links for User Manuals, Contact us, Help, Language, Preferences, and Log Out. Below this is a secondary navigation bar with icons for HOME, ClassWeb, Search, Group, Portfolio, and Global. The main content area is titled "Sample Course 2A" and features a "Self Enrollment Course" section. This section includes a "Cancel" link circled in red. Below the "Self Enrollment Course" section, there is a "School of Law Seminar on Special Fields A II" section with a "Syllabus" button. The course details section shows the Course Number (LA) LAW661J, Faculty Member (redacted), and Class Dates (2nd Semester/Tue./Period 2).

By clicking the "Cancel" link, the Self Enrollment cancellation confirmation window appears.

The screenshot shows a confirmation window with the text: "Are you sure you want to cancel Self Enrollment of this course?". Below this, there is a red warning message: "* This is not Course Registration System. You should register and modify the course on the Course Registration System." At the bottom of the window, there are two buttons: "OK" and "Cancel". The "OK" button is circled in red.

Self Enrollment cancellation is completed when the "OK" button is clicked.