


How to add courses to the Shopping Cart and using 'Validate Shopping Cart' in Schedule Builder


Validating a shopping cart allows students to check for potential issues with their class selections before their enrollment appointment starts and finalizing their enrollment. This includes identifying time conflicts, missing prerequisites, class permissions needed, essentially giving them a heads-up to resolve any problems before attempting to register for classes. Students can identify and address potential issues with their course selections early on, preventing last-minute enrollment complications, adjustments, or overrides. For example, the shopping cart opens for Fall 2025 on April 7th and registration starts April 21st. This feature gives students 14 days to get their enrollment correct to avoid any last minute issues the day their enrollment appointment begins.

STEP 1

Click on Student Center

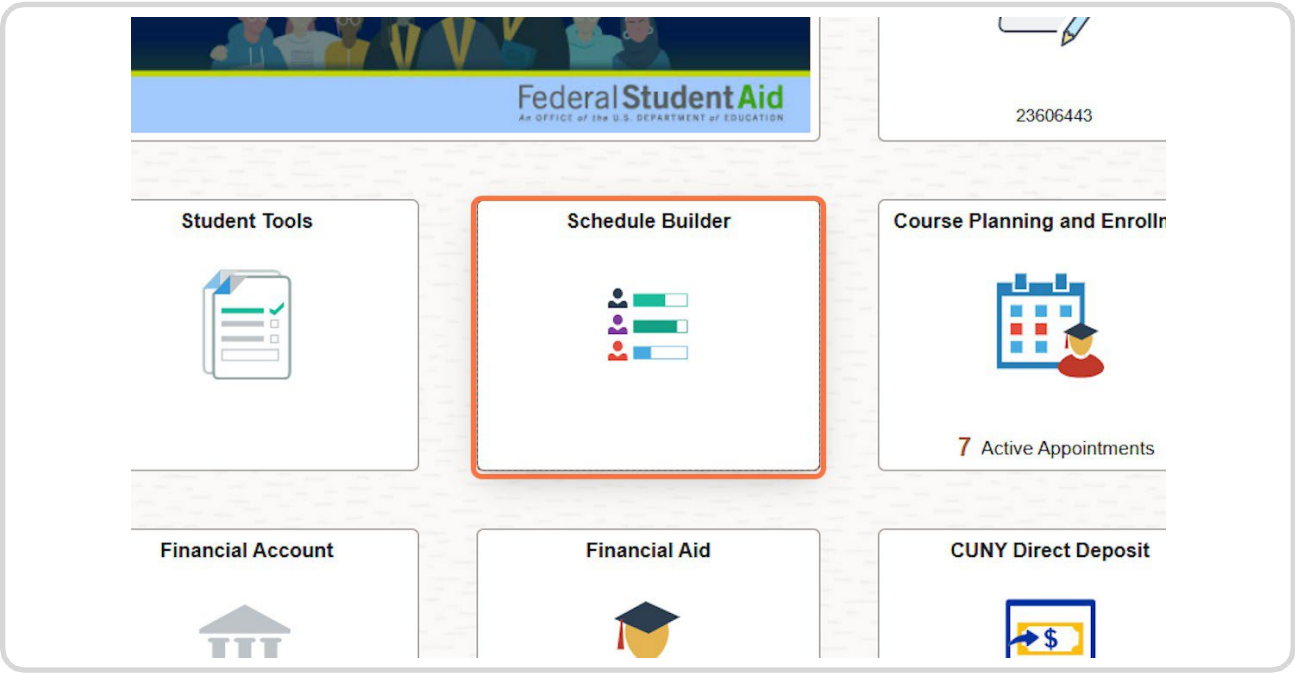
Saturday, 4/12/2025	Spring Break - No Classes
Sunday, 4/13/2025	Spring Break - No Classes
Monday, 4/14/2025	Spring Break - No Classes
Tuesday, 4/15/2025	Spring Break - No Classes
Wednesday, 4/16/2025	Spring Break - No Classes
Thursday, 4/17/2025	Spring Break - No Classes

Student Center


NYS Voter Registration Form


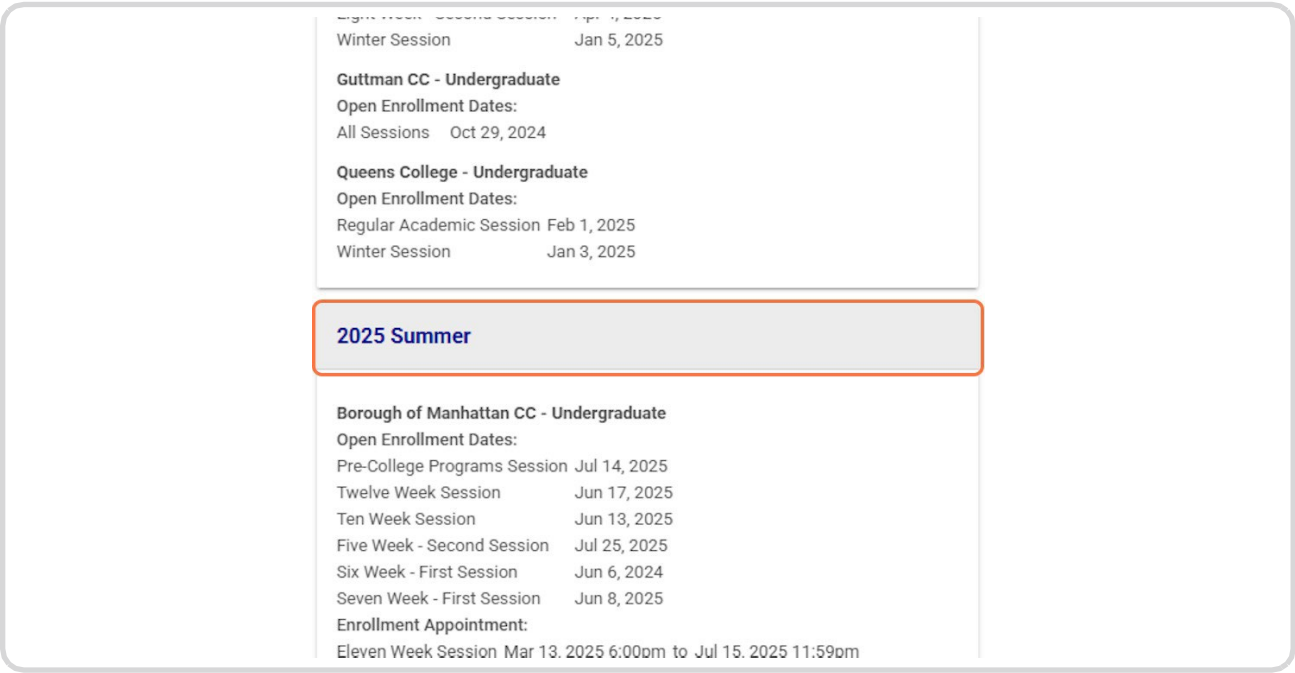
STEP 2

Click on Schedule Builder



STEP 3

Scroll down to the Term you would like to review your schedule



STEP 4

Type in the course you would like to add to your shopping cart

SELECT COURSES

Colleges: Borough of Manhattan CC x Hunter College x (2/26) Select...

Instruction Modes: All Select...

Session: All Select...

Begin typing a course code or name that you would like to take.
Example: ACCT 230, or BIO 201

Select Course
BUS 49700 Advanced Search

BUS 49700
Business Studies Capstone and Internship

Help

Class Details

STEP 5

Type "ACCP 36700"

NY Builder

SELECT COURSES

Colleges: Borough of Manhattan CC x Hunter College x (2/26) Select...

Instruction Modes: All Select...

Session: All Select...

Class Details

Select Course
ACCP 36700 Advanced Search

ACCP 36700
Analysis of Financial Statements

☒ BUS 49700 Business Studies Capstone and Internship
Try all classes (2) v

Help

BUS 49700
Business Studies Capstone and Interns
Tue : 7:30 PM to 8:45 PM

LEC 02
3156
Seats: 0/20
Wait List: None

Course Attributes: Low Textbook Cost
Class has additional hours of independent
Department permission required.
Faculty may require students to turn on t
during class periods or for remote testing

STEP 6

Type "THEA 16100"

NY Builder

SELECT COURSES

Colleges: Borough of Manhattan CC x Hunter College x (2/26) Select...

Instruction Modes: All Select...

Session: All Select...

The course 'ACCP-36700' was selected

Select Course

THEA 16100

Advanced Search

THEA 10100

Introduction to Theatre

THEA 16100

Acting I: Basic Acting Techniques

THEA 39736

Theatre Project: Theatre for Young Audience Production

THEA 39784

Auditioning

THEA 40201

BUS 49700

Imp

ACCP 36700

Class Details

BUS 49700

Business Studies Capstone and Interns

Tue : 7:30 PM to 8:45 PM

LEC 02

3156

Seats: 0/20

Wait List: None

Course Attributes: Low Textbook Cost

Class has additional hours of independent

Department permission required.

Faculty may require students to turn on t

during class periods or for remote testing

ACCP 36700

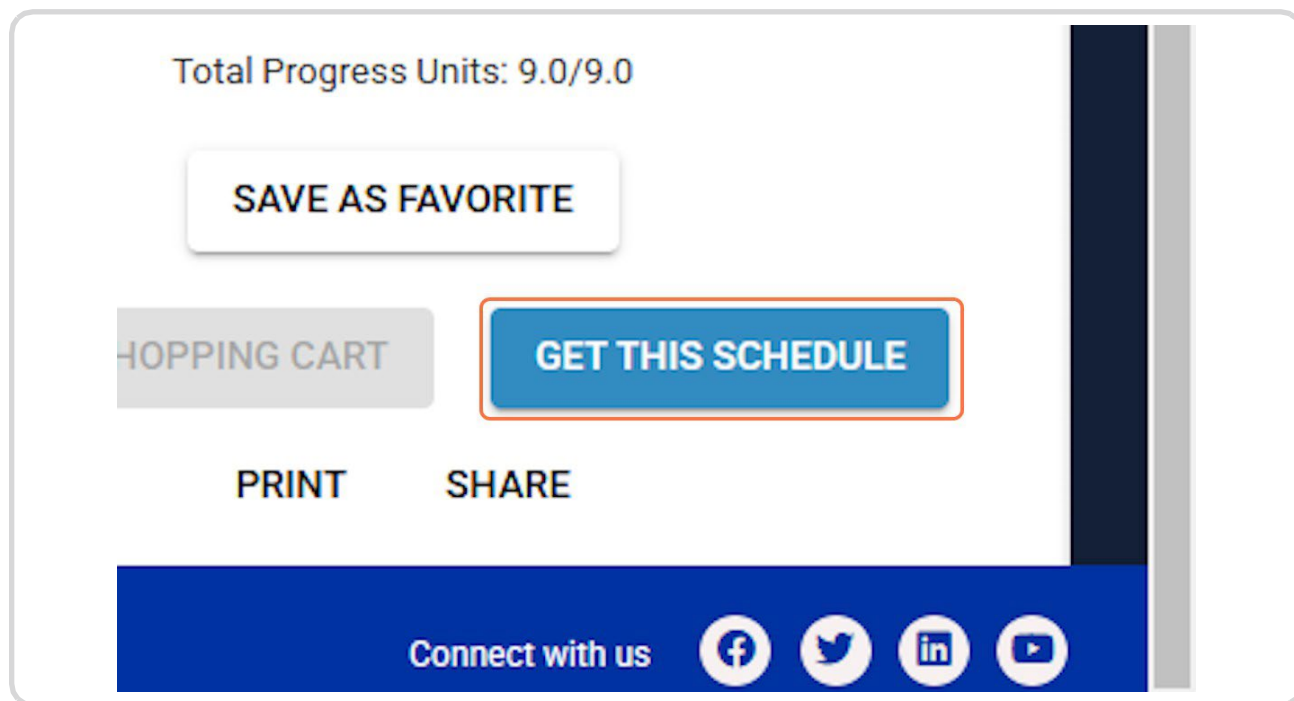
Analysis of Financial Statements

Tue, Thu : 3:20 PM to 6:28 PM

5 of 12

STEP 7

Click on GET THIS SCHEDULE once you have selected all your interested courses



STEP 8

In the Action column on this page, click the dropdown and choose 'Add to Cart' for all courses to add them to your shopping cart

Setting Schedule		
	Action	Options
25 Summer Term: May 27 - Aug 12 Eleven Week upstone and Internship 5 PM	<div>Add to Cart ▾</div>	None
Hunter College Online Synchronous ⊕ Online Courses Staff one 3.0/3.0 Progress Units Low Textbook Cost al hours of independent classwork. ssion required. e students to turn on their cameras in ourses during class periods or for poses.		
2025 Summer Term: May 27 - Jul 8 l Statements Six Week - First o 6:28 PM		You do not have a valid enrollment appointment at this time.

STEP 9

Select Add to Cart

al hours of independent classwork. ssion required. e students to turn on their cameras in ourses during class periods or for poses.		
2025 Summer Term: May 27 - Jul 8 l Statements Six Week - First o 6:28 PM		None
Hunter College In Person North Building Rm C114 Staff one 3.0/3.0 Progress Units College Option r ECO 372 and ECO 365	Add to Cart ▾	
025 Summer Term: Jul 14 - Aug 17 g Techniques Five Week - Second : 4:00 PM to 5:53 PM		You do not have a valid enrollment appointment at this time.
Hunter College In Person	Enroll ▾	

STEP 10

Select Add to Cart

Hunter College In Person North Building Rm C114 Staff one 3.0/3.0 Progress Units College Option r ECO 372 and ECO 365	Add to Cart ▾	
025 Summer Term: Jul 14 - Aug 17 g Techniques Five Week - Second : 4:00 PM to 5:53 PM		Waitlist OK? <input checked="" type="checkbox"/> Wait list if class is full
Hunter College In Person Staff 6 3.0/3.0 Progress Units	Add to Cart ▾	
DO ACTIONS		

STEP 11

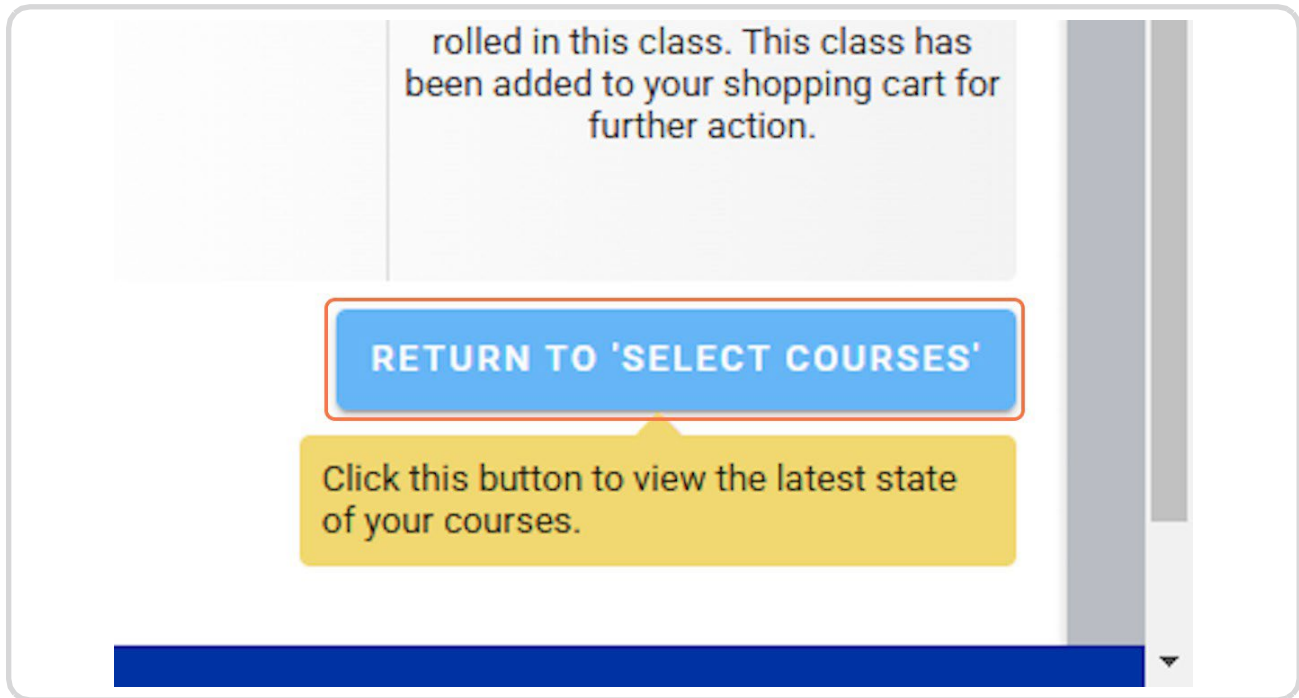
Click on Do Actions to officially add the courses to the shopping cart

<div>Hunter College In Person North Building Rm C114 Staff 0/30 st: None 3.0/3.0 Progress Units Notes: College Option 372 or ECO 372 and ECO 365</div>	<div>Add to Cart ▼</div>	
<div>2025 Summer Term: Jul 14 - Aug 17 Acting Techniques Five Week - Second Thu : 4:00 PM to 5:53 PM</div>		<div>Waitlist OK? <input checked="" type="checkbox"/> Wait list if class is full</div>
<div>Hunter College In Person 0/16 st: 0/6 3.0/3.0 Progress Units</div>	<div>Add to Cart ▼</div>	

DO ACTIONS

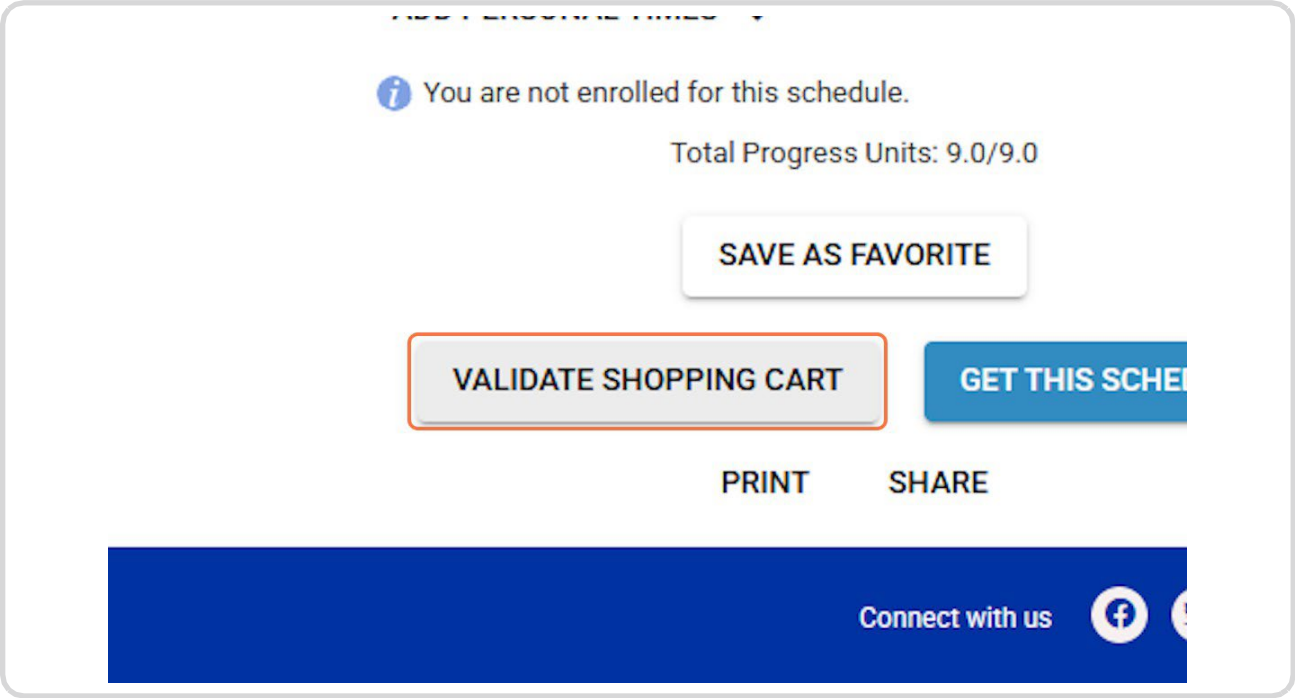
STEP 12

After adding all the courses the shopping cart and receiving the message you see in the screenshot below, you can click 'Return to Select Courses'.



STEP 13

Once you get back to the select courses page, you will see that the Validate Shopping Cart is now available to select.



STEP 14

You can see in the screenshot that the selected courses have enrollment errors. This gives students the knowledge of what will happen if they were to try to enroll before their enrollment appointment begins and what issues they will need to address before being able to enroll.

SCHEDULE RESULTS

Class Details

TIPS

Sort by: Select

FILTERS

Validating Your Shopping Cart

Class	Result
<div><div><div><div>BUS 49700</div><div>2025 Summer Term: May 27 - Aug 12</div><div>Business Studies Capstone and Internship</div><div>Eleven Week</div><div>Tue : 7:30 PM to 8:45 PM</div></div><div><div>LEC 02</div><div>In Shopping Cart</div><div>3156</div><div>Seats: 0/20</div><div>Wait List: None</div><div>Course Attributes: Low Textbook Cost</div><div>Class has additional hours of independent classwork.</div><div>Department permission required.</div><div>Faculty may require students to turn on their cameras in online and hybrid courses during class periods or for remote testing purposes.</div></div><div><div>Hunter College</div><div>Online Synchronous</div><div>Online Courses</div><div>Staff</div><div>3.0/3.0 Progress Units</div></div></div></div>	<div>Department Consent Required to enroll in class. You will need to obtain permission to add this class.</div>
<div><div><div><div>ACCP 36700</div><div>2025 Summer Term: May 27 - Jul 8</div><div>Analysis of Financial Statements</div><div>Six Week - First</div><div>Tue, Thu : 3:20 PM to 6:28 PM</div></div><div><div>LEC 01</div><div>In Shopping Cart</div><div>3253</div><div>Seats: 0/30</div><div>Wait List: None</div><div>Course Attributes: College Option</div><div>Prereq: ACC 372 or ECO 372 and ECO 365</div></div><div><div>Hunter College</div><div>In Person</div><div>North Building Rm C114</div><div>Staff</div><div>3.0/3.0 Progress Units</div></div></div></div>	<div>Enrollment Requisites are not met. Prereq: ACC 372 or ECO 372 and ECO 365</div>
<div><div><div><div>THEA 16100</div><div>2025 Summer Term: Jul 14 - Aug 17</div><div>Acting I Basic Acting Techniques</div><div>Five Week - Second</div><div>Mon, Tue, Wed, Thu : 4:00 PM to 5:53 PM</div></div><div><div>LEC 02</div><div>In Shopping Cart</div><div>4709</div><div>Seats: 0/16</div><div>Wait List: 0/6</div></div><div><div>Hunter College</div><div>In Person</div><div>Staff</div><div>3.0/3.0 Progress Units</div></div></div></div>	<div>This course has been taken previously. You must obtain permission to add this class as you have now reached the repeatable limit.</div>

BACK