ONE.UF: STUDENT VIEW OF REGISTRATION PREP

This instruction guide will walk you through the process a student goes through to complete Registration Prep in ONE.UF.

NAVIGATION

Students will use the following navigation to log into ONE.UF:

1. Go to the web address one.uf.edu
2. Click LOG IN
3. Click Log in with GatorLink
4. Enter GatorLink Username and Password
5. Click the LOG IN button

PROCESS

Students will use the following steps to complete Registration Prep:

1. Click Prevent Adding Classes
2. Click **Registration Hold (Registrar)**

3. Click the **Complete Acknowledgement for Fall**
4. Click the **GO TO REG PREP** button

5. Scroll down and click the **Continue** button
6. Click the **REVIEW MY DEGREE AUDIT** link

7. Review Degree Audit (it will open in a new window or tab)
8. **Close** the Browser
9. Click the **Continue** button
10. Read and acknowledge all statements but click the **checkbox** next to **I ACCEPT**

11. Once all statements have been read and the **I ACCEPT** check boxes have been checked, the **CONTINUE** button will appear blue

12. Click the **CONTINUE** button
13. At this point, Registration Prep is complete and the student will see their assigned registration appointment time.

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**FOR ADDITIONAL ASSISTANCE**

**Technical Issues**
The UF Computing Help Desk
352-392-HELP
helpdesk.ufl.edu

**Policies and Directives**
Office of the University Registrar
352-392-1374
registrar.ufl.edu