

## 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

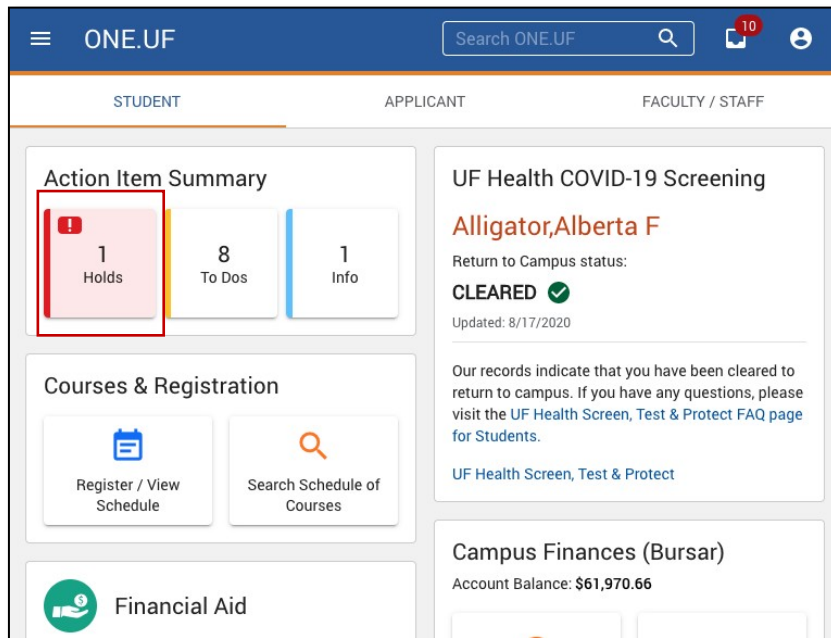
Students will use the following navigation to log into ONE.UF:

1. Go to the web address [one.uf.edu](https://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

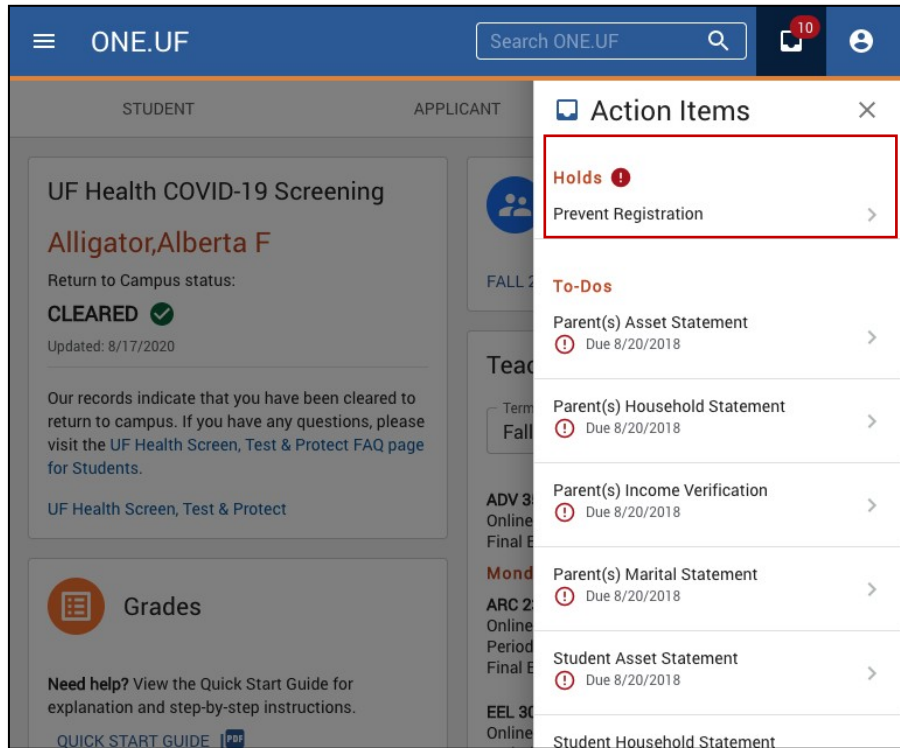
### PROCESS

Students will use the following steps to complete Registration Prep:

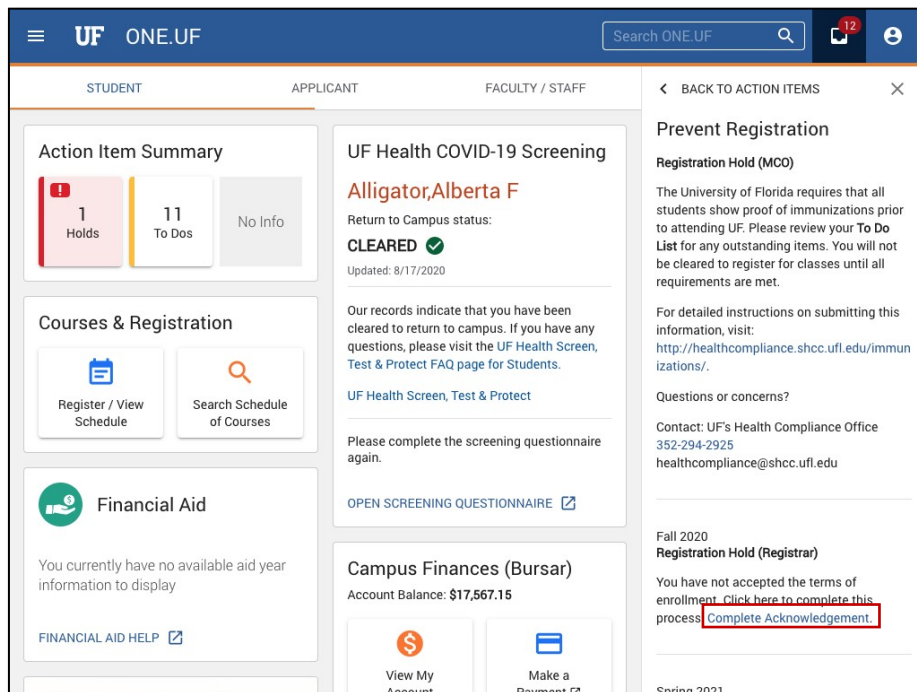
1. Click **Holds**.



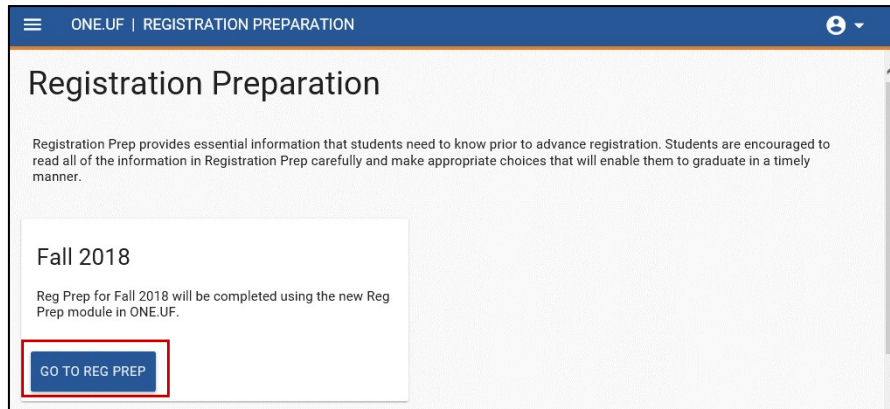
2. Click **Hold** you want to view.



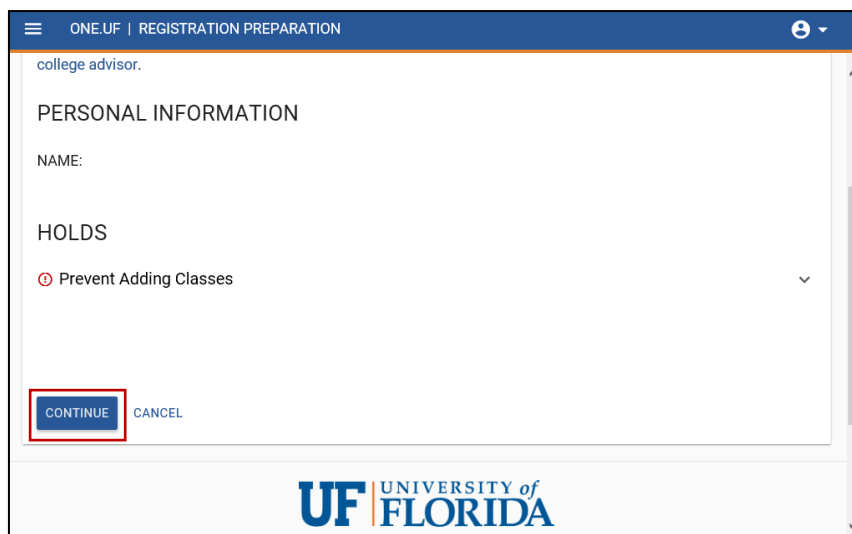
3. Click the **Complete Acknowledgement for Fall**



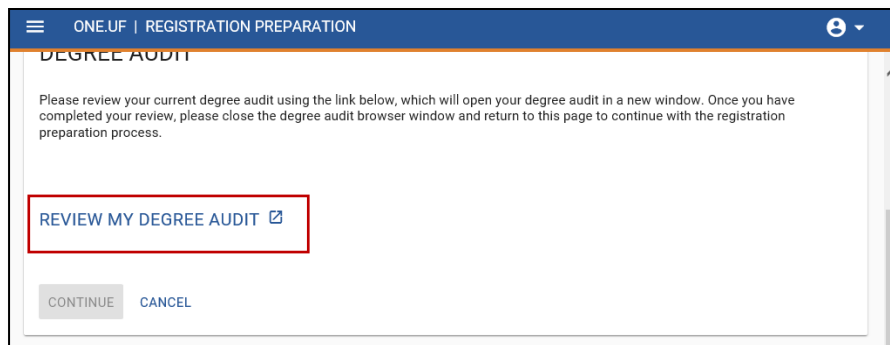
4. Click the **GO TO REG PREP** button



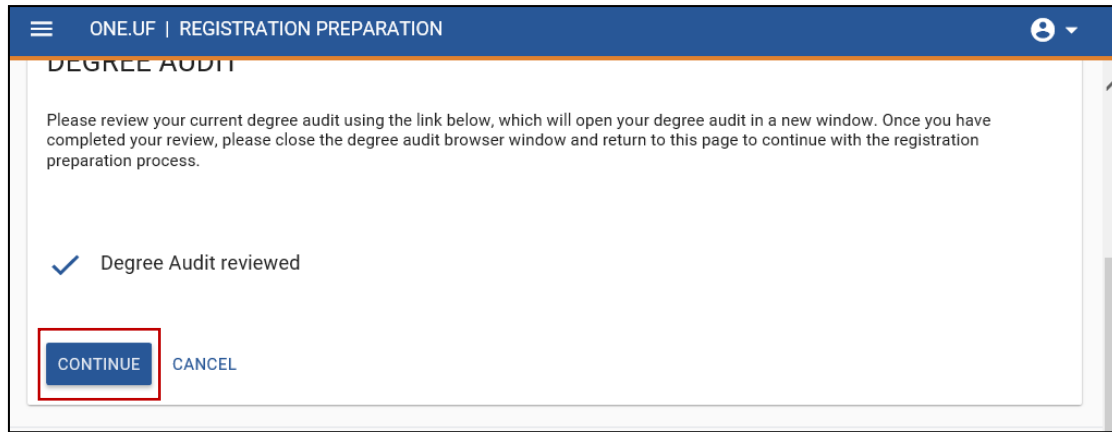
5. Scroll down and click the **Continue** button



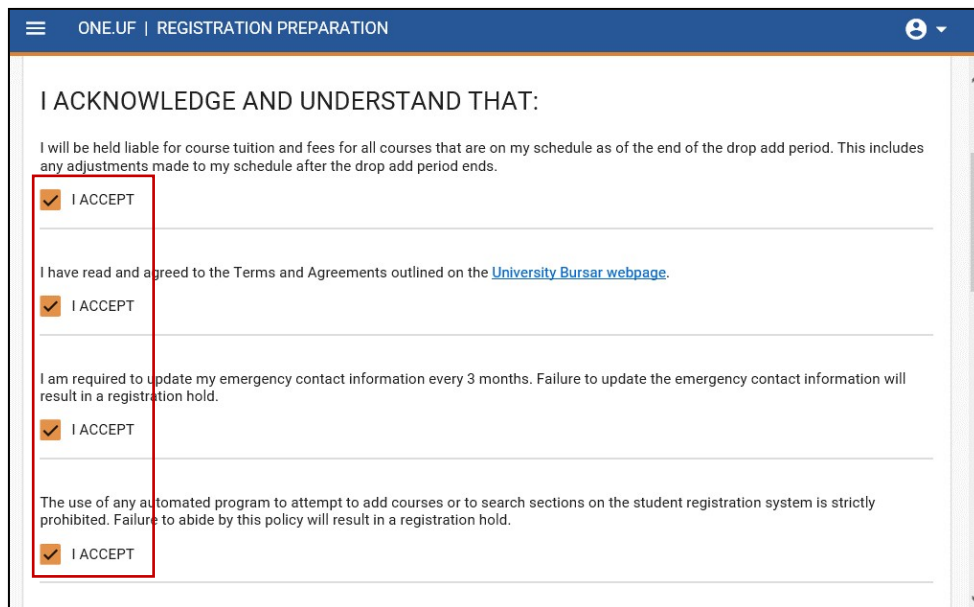
6. Click the **REVIEW MY DEGREE AUDIT** link



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.

ONE.UF | REGISTRATION PREPARATION

I understand that registering for a course with the intent of holding the seat for another student is a violation of the student conduct code and can subject me to the loss of registration privileges and/or other punitive action.

I ACCEPT

The university is committed to providing important information to its students, faculty and staff. Consistent with this commitment and pursuant to the university's notice and reporting obligations under various laws, I understand I should check [Student Consumer Information](#) to view this information.

I ACCEPT

You will not be allowed to register until you have completed and accepted all parts of this agreement. Once you have checked all boxes and submitted, please close this window.

I ACCEPT

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

ONE.UF | REGISTRATION PREPARATION

Personal Info & Holds      Degree Audit      Agreement      Reg Appointment

Thank you for completing Registration Preparation. Below is your Registration time.

REGISTRATION TIME

Grad

NOW - 5/31/2018 5:00 PM

## FOR ADDITIONAL ASSISTANCE

### Technical Issues

The UF Computing Help Desk  
352-392-HELP  
[helpdesk.ufl.edu](http://helpdesk.ufl.edu)

### Policies and Directives

Office of the University Registrar  
352-392-1374  
[registrar.ufl.edu](http://registrar.ufl.edu)