

SOLAR BRIEF SHEET: SOLAR Corequisite Linking

Setting a class-level requisite resolves the SOLAR functional deficiency on linking classes at the section level. It ensures that students enroll in the correct lecture and lab combination during registration and reduces the need for chairs to spend valuable class time managing their enrollments. This brief sheet provides an overview about linking and instructions for departments who want to request links for their corequisite courses.

OVERVIEW

This method of linking courses at the class section level is accomplished using the SOC Adjust Class Associations component and assigning an Enrollment Requirement Group number instead of the Oracle delivered functionality. Each college is assigned 500 group numbers; UNIV / SI will receive 1,000.

One outcome of this approach is that students must enter the correct lecture and lab sections in their cart *before* completing the enrollment request. SOLAR will not prompt students with a list of paired classes, so any deviation will result in a **Requisites Not Met** error. Students can identify class-level combinations by reviewing class notes in Class Search on the *Details page* or during self-service registration on the *Preferences page*.

Important: Because summer registration overlaps with fall registration, class-level linking is only available during fall and spring semesters. Because there are fewer courses to manage during summer term, the catalog corequisites do a good job enforcing enrollments in the lecture and lab. When only one section is offered, mismatched enrollments do not occur. In addition, summer courses do not roll and are built from scratch, so using class-level linking is not ideal.

ELIGIBILITY

To participate, please contact your college SOLAR coordinator to arrange a meeting to discuss course combinations. Authorization is required by the chair and associate dean.

Participating departments should ensure that the following set-up criteria are met:

1. A course must be listed as having a corequisite in the catalog
2. Subjects must be offered by the same department. Exception: UNIV / SI courses (60/61/62)
3. Choose from two corequisite formats:
 - a. One lecture with one lab (one-to-one)
 - b. One lecture with a choice of many labs (one-to-many)
4. Lecture and lab section numbers MUST HAVE a pattern that remains the same each semester:
 - a. BIOL 100 sec 01 *goes with* BIOL 100L sec 01
 - b. BIOL 300 sec 01 *goes with* BIOL 300L sec 01, 02, 03 or 04
5. Class sections must exist before corequisite links can be built by the SOC coordinator in A&R.
6. Classes are unrestricted to allow SOLAR to enforce the corequisite link (permission numbers are not used)
7. Courses with changing requirements are not eligible because the corequisite link format is predefined and rolls forward each fall and spring term (no term roll in summer when classes are built from scratch).
Note: Canceled classes will roll to keep section numbers and links together.
8. Classes must include a note defining the paired courses, section numbers, and class numbers:
 - a. Lab shows: "Concurrent enrollment requirement in PSY 320 sec 01 #55555."
 - b. Lec shows: "Concurrent enrollment requirement in PSY 320L sec 01 #55533 or sec 02 #55544."

PREPARATION AND CLASS SCHEDULE BUILD

1. **Create a grid identifying course pairings.** Choose one of two formats (examples are pictured below "one-to-one" or "one-to-many"). The SOC coordinator in A&R will email the grid templates to the CSC along with detailed instructions after receiving the initial linking request.

ONE-TO-ONE Format. Each lecture section goes with a specific lab section. All of the link combinations reside inside one enrollment requirement group number (e.g., 1010) listing all of the "OR" scenarios.

ART 100 (019009)		ART 100L (019187)		Enrlmt Req. Grp # Assigned by SOC
Section	Assoc Cls #	Section	Assoc Cls #	
01	1	01	1	1010
02	2	02	2	
03	3	03	3	
04	4	04	4	
05	5	05	5	
06	6	06	6	
07	7	07	7	
08	8	08	8	
09	9	09	9	
10	10	10	10	

ONE-TO-MANY Format. Note how lecture sec 01 goes with many lab choices. In the example below, students who pick PSY 321 sec 01 have a choice of six (6) lab sections.

PSY 321 (005649)		PSY 321L (019275)		Enrlmt Req. Grp # Assigned by SOC
Section	Assoc Cls #	Section	Assoc Cls #	
01	1	01	1	4516
		02	2	
		03	3	
		04	4	
		05	5	
		06	6	
02	2	07	7	4517
		08	8	
		09	9	
		10	10	
		11	11	
		12	12	

2. **Departments build their class sections** including tentative sections before the links can be built.
 - a. Assign section numbers in consecutive order without gaps and ensure that the class section and associated class numbers match.
 - b. When registration begins, activate tentative sections as demand for enrollment increases.
 - c. Ensure that class notes show the correct combinations.
3. **The CSC sends the (approved by chair) completed grid to the SOC Coordinator in A&R** to create the corequisite links and assign an Enrollment Requirement Group number. A confirmation email is sent (CSC) when the links are done in SOLAR and ready to use.

REGISTRATION

Students are required to enroll simultaneously in a “specific” lecture and lab to complete the registration transaction; otherwise, a **Requisites Not Met** message will result and no enrollment will occur. SOLAR displays the corequisite description in the error message.

Managing Your Schedule

1. Tentative Classes

- a. The class section grid should include “ALL” possible combinations. Sections not ready for enrollment should be set to tentative. Use the *Update Sections of a Class* to activate them when needed.

2. Canceling Classes

- a. Whenever a lecture is canceled, the associated lab **MUST** also be canceled.
- b. When multiple labs exist, you may cancel one but only if another lab remains available.
- c. Follow the prescribed steps when canceling classes (e.g., remove the room from the Meetings and Exam pages, zero out the enrollment capacity, run a class roster, and notify the students, etc.)

3. Repeating a Course

- i. Students may repeat one or both of the paired classes but only during the repeat period.
- ii. Students repeating only one of the lec-lab classes must obtain permission from the instructor in order to override the linkage and enroll.

4. Dropping Corequisite Classes

- a. SOLAR will require students to drop **BOTH** the lecture and its associated lab because they are linked together.

5. Late Registration

- a. SOLAR does not enforce the linkage when permission numbers are required unless you uncheck the “Requisites Not Met” permission override.

TERM ROLL

How much work is required for linked classes after a term roll?

Very little. In fact, less work is required because ALL fall and spring class types (active, tentative, stopped, canceled) roll to the next term so that no section gaps occur. Because requisites roll and continue to be attached to fall and spring classes, only the standard SOC edits are required to update the meeting pattern, instructor assignment, and class notes.

Report Changes Immediately

Changes are discouraged; however, we understand that sometimes they are inevitable. That is why “tentative” class sections should be built in advance and activated when more classes are needed.