

COURSE PLANNER SUBJECT & CATALOG FIELDS

The information input into the Course Planner 'Subject Code' & 'Catalog Number' fields must be accurate. Do not input the Catalog Number in the Subject Code field in the Course Planner. The Course Planner 'Subject Code' & 'Catalog Number' fields work just as they do in the TA Request Form. If the information in the Course Planner 'Subject Code' & 'Catalog Number' fields are not input correctly you will not be able to successfully complete a TA Request Form. The GAE system searches the Course Planner and looks for the 'Subject Code & Catalog Number' fields when you attempt to submit a TA Request Form. If the system cannot locate the correct 'Subject Code & Catalog Number' fields in the Course Planner you will not be able to submit the TA Request Form for approval.

Subject Code & Catalog Fields Must Match in the Course Planner & TA

Course Planner

TA Request Form

Course Planner Courses

Add courses to Planner using:

Enrolled Dropped

Course Planner

* Course Planner Status	Enrollment Status	School Name	Subject	Catalog Number	SOCID	Course Title
Approved	✓	Des Moines Area Community College*	BIO	186		Microbiology
Approved	✓	Des Moines Area Community College**	CHM	165		General/Inorganic Chemistry I

Class Information

Subject: BIO EX: HIST Start Date: 05/20/2014 Fiscal Year: FY14
Catalog Nbr: 186 EX: 225 *End Date: 07/31/2014 [B] Control Number: MEY46161771714
Class Section: WB1 Class Title: Microbiology
*Instruction Mode: DL - Multimedia/Blended [Degree Plan](#)

Classroom Information

Start Time: 11:15AM End Time: 1:25PM
 Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Course Planner Subject & Catalog Number Fields Validate What is Input In the TA Request Form By The Soldier