**How Do I?**

**View Course Prerequisites**

PeopleSoft Version 9

1. Sign in to PeopleSoft Version 9 using your **first initial and last name** as your User ID. *Remember to use CAPS when entering your User ID.*

2. Select Curriculum Management > Course Catalog > Course Catalog.

3. Key **SLULA** in to the Academic Institution Field. *SLULA should be the default; however, if it does not display, you will need to input the information.*

4. Key the Subject Area into the Subject Area field and click the **Search** button. *If you do not know the Subject Area, select the magnifying glass next to the Subject Area field to display a list of subjects. Click on the desired subject and it will display in the Subject Area field.*

5. Click on the course number for which you want to review the prerequisites. *The Catalog Data tab will display on the screen page will display on your screen.*

6. To view next course listed on in your search results, click the **Next in List** button at the bottom of the screen.

7. Remember to sign out of PeopleSoft when you have finished your session.

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**Things to Remember**

When viewing course prerequisites:

- Some courses may have several prerequisites; you may scroll through prerequisites by using the scrolling bar on the side of the prerequisites section.

- If you discover an error in the prerequisites for a course, contact Records and Registration at 2062 or 2066.