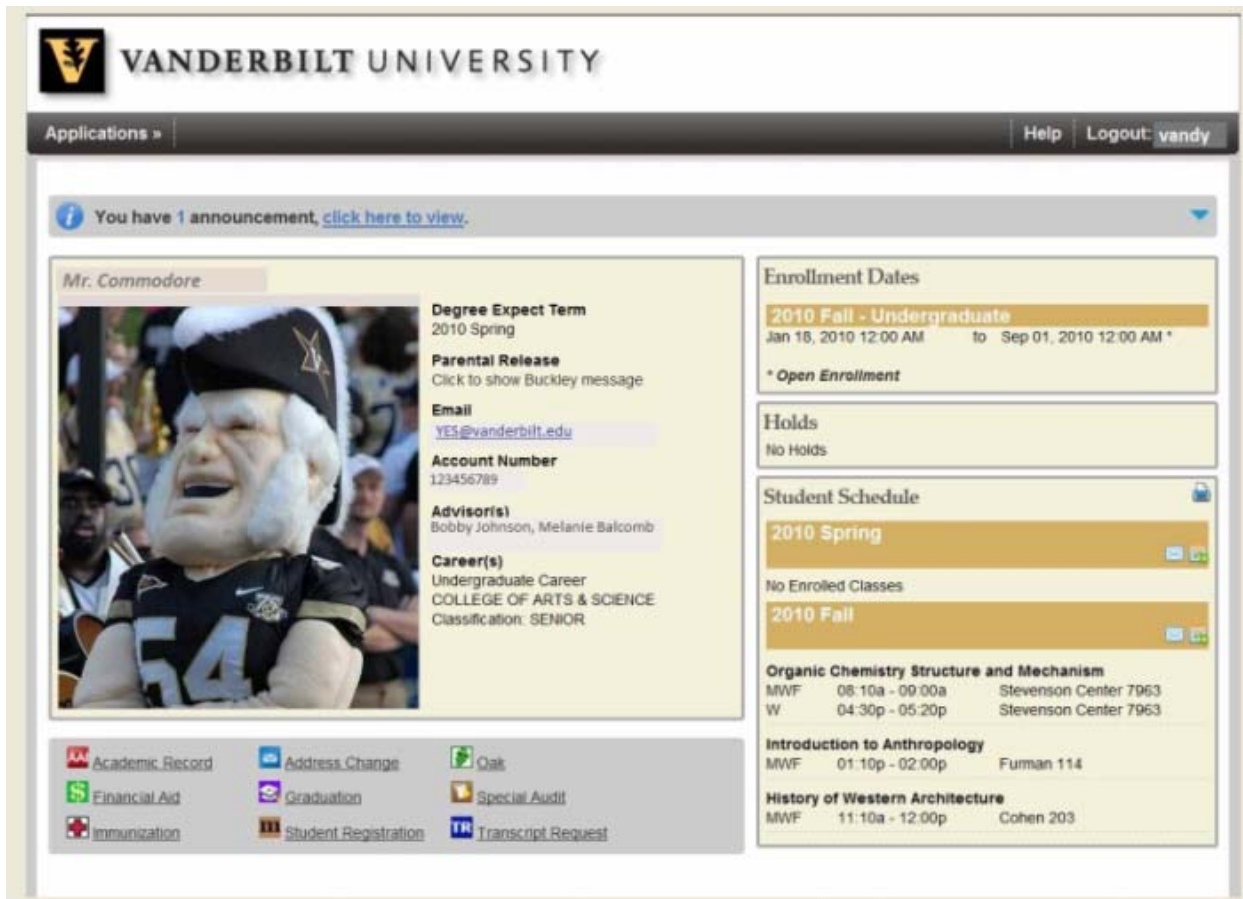VANDERBILT UNIVERSITY | School of Nursing

YES – YOUR ENROLLMENT SERVICES

To Log in to YES (Your Enrollment Services) go to the VUSN home page and choose YES from the Quick Links or simply navigate to http://yes.vanderbilt.edu and log in with your VUNET ID and e-password. This takes you to your **landing page**, which provides you with links to all academic applications, including student registration and the live catalog.

Student Landing Page

To navigate to the various applications, use the icons below your student photo (available after you've had your photo taken for student ID) or the applications tab in your navigation bar at the top of the screen. The navigation bar is the same throughout many of your academic applications.

Quick Class Search

✓ Choose "Class Search" from the Applications tab in the navigation bar.

✓ The search engine allows users to search classes available in a specific term based on subject area (NURS), course number (400), or class title (i.e., Foundations of Professional Nursing).

✓ Results will be returned with class section number, enrollment numbers, credit hours, meeting pattern and times, meeting locations (if known) and instructor(s) displayed. If the meeting times are TBA, a note will elaborate on details.

Catalog Search and Academic Planner
VUSN requires all students to complete an Academic Planner in YES in order to accurately predict class enrollments for a given semester. All new students should expect an **adviser approval hold** to be placed on his/her registration prior to the spring 2012 registration period. Each student must complete the planner projecting in which term s/he will take each course for the entire duration of studies at VUSN. After review of the planner, the hold can then be removed by the faculty adviser listed first and the student can then register for spring term when registration opens in November. Curriculum plans can be found in the Student Handbook online at http://www.nursing.vanderbilt.edu/current/current.html.

A helpful tutorial is also online at http://www.registrar.vanderbilt.edu/registrat/yesvideo.htm. Choose the link "Planner and Tags."

To add courses to your planner:
✓ Choose "Course Catalog" from the Applications tab in the navigation bar.
✓ The catalog search is a digitized and searchable copy of the black book with some additional, and potentially more up-to-date, information. This will show the component (lecture, lab, etc.) associated with each course.
✓ To find a complete list of NURS courses, type "nursing" into the search.
✓ Click on the blue plus sign to add a course to your planner.

✓ After searching for and adding all courses to your planner, use the arrows to the right of "Search Catalog" to go to your planner.
✓ Use the blue "tag" icon to **tag** your courses for the term in which you intend to enroll in it. You can also remove a tag by clicking on this icon as well.
✓ To remove a course from your planner, click on the red "minus" icon next to that course in your planner listing.

How to Get YES Help
The YES Help Line is available weekdays during regular business hours at 615-343-4306. You may also email yes@vanderbilt.edu.