How to Prepare for Registration

If you are a Florida resident or if you have been accepted by the Academic Common Market to pay in-state tuition, then you should register as a “traditional” student. Do not use the CDC/USPHS registration packet. Do not register as a Florida State Employee unless you are using a tuition waiver.

Find a List of Courses for the Current Semester on “Course at a Glance”
The Distance Learning website has a Course at a Glance site, which offers general information about the structure of the course, assignments, and course materials. It also provides the CRN number (for “Traditional” students) that you will need when you register for the course in OASIS. Go to http://publichealth.usf.edu/php/onlinemph/ and select the link to current semester courses on the right-hand side of the page.

Complete a Registration Worksheet
A link to the degree seeking registration worksheet. Is available on http://publichealth.usf.edu/academicaffairs/registration/degreeseeking.html

Online Students should submit registration worksheets before 5:00pm EST on the Wednesday before the start of the semester, and register online no later than 5:00pm EST on the Friday before the start of the semester. Allow a couple days for your Registration Worksheet to be processed and then you will be able to register on OASIS.

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USF College of Public Health
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How-to Register on OASIS

General Access Instructions
• Select Oasis Login from the Secured Access Menu. http://usfonline.admin.usf.edu
• Enter your USF-ID (for example, U12345678) and your six-digit Personal Identification Number (PIN) for access to the USF On-Line Student Information System (OASIS). When you are finished, click the Login button. If you do not yet know your USF-ID, enter your Social Security Number (for example, 123456789) as your User ID. This will allow you to login and see your USF-ID for future use.
• If this is the first time you have accessed the system and do not yet have a PIN, enter your date of birth (for example, 070165). You will then be prompted to designate a new PIN number.
• Your PIN must be 6 digits in length. Do NOT re-use your birth date (forward or backward), any portion of your social security number or USF ID, or any other readily identifiable personal information.
• Select the menu item of your choice.

Registration Instructions
• Select Registration Menu
• Select Drop/Add Classes.
• Select the term for which you are registering from the pull-down menu and click Submit Term.
• To ADD a course enter the five-digit reference number (CRN) in the Add Class portion of the page and click Submit Changes.
• To DROP a course click on the Action pull-down menu next to the CRN, select drop, then Submit Changes.
• Click EXIT when finished and close your browser.

Special Notes
• Do not use the Back or Forward buttons for navigation when you are using OASIS, except as noted.
• Use the Help buttons for additional information on each page.