

Instructions on how to register for the UF-CLAS Shared Language Program

***please note that applications close 10 days before the first day of the term.**

Thank you for your interest in participating in the UF-CLAS Shared Language Program (CLAS = College of Liberal Arts and Sciences). Please keep in mind that enrollment is limited and that seats will be available on a first come, first served basis.

Once you have obtained approval from your home institution to participate, you should:

1. Begin the process by going to <https://registrar.ufl.edu/registration/visiting-students/floridashines>. This link will guide you through the process for applying for non-degree status at the University of Florida.
2. After carefully reviewing this information, click the transient application button at the bottom of the page to complete the application. Upon submitting your application, you will receive automated email notifications periodically to check the status of your request.
3. Your home institution will complete their portions of the form and indicate their approval(s) as appropriate. Once fully approved by your home institution, the application will be electronically routed to UF for consideration.
4. Within 5 business days of your application decision, you will receive an email with a link to establish a myAdmissions account through UF. If you do not receive this, you should contact sharedlanguages-clas@ufl.edu
5. Once the myAdmissions account is established, an eight-digit UFID and information regarding registration will be provided on this portal.
6. If you receive notification that your request has been approved by UF, you will have been given permission to register for the requested course. Log on to one.ufl.edu to register for the course. If you need assistance with ONE.UF, call the help desk at (352) 392-HELP.

If you decide to drop the course after the drop/add period has ended, go to one.ufl.edu. Under Registration, click "Request to: Drop a Course(s)" in the left-hand navigation and follow the instructions. The deadline to drop a class shows in the Dates and Deadlines section of the UF catalog: <https://catalog.ufl.edu/UGRD/dates-deadlines/>.

Please send any questions to: sharedlanguages-clas@ufl.edu