Missing courses

How can I find a course that doesn't appear in my *My Courses* widget?

Please look for your course using either:

- the advanced course search feature
- your all courses page

**Using the Advanced Course Search Feature**

1. Click or tap the waffle menu (⋯)
2. Follow the *Advanced Search* link.

3. Use the available controls, particularly the *Select Semester* button, to filter your list of D2L courses.

**Using Your All Courses Page**

1. Follow the *View All Courses* link at the bottom of your *My Courses* widget.

2. Use the filter and sort controls to assist you in looking for your course.
What if I still cannot find my course?

Please check the following:

- If you are a student:
  - Have you officially registered for, or added, the course?
  - Does the course use D2L?
  - Are you a Masters or Doctoral student from Kutztown University or Shippensburg University?
- If you are faculty or staff:
  - Is the first day of the course's semester six or fewer weeks in the future?

If you are a student:

**Have you officially registered for, or added, the course?**

If you have not yet officially registered for the course, or if you've received permission from the course instructor to add the course but not yet submitted that addition, then you will not be enrolled in the D2L course. Please submit your registration or addition.

**Does the course use D2L?**

Not all courses at Millersville use D2L. Your course instructor may have decided not to use D2L for your course or may be waiting until later in the semester to begin using D2L. Please contact your course instructor to confirm D2L is being used for your course.

**Are you a Masters or Doctoral student from Kutztown University or Shippensburg University?**

Enrollment information for Kutztown and Shippensburg students comes from Kutztown's or Shippensburg's student information systems, not from Millersville's. This can create an additional delay. Please contact Millersville’s IT Help Desk if you have questions or need assistance.

If you are faculty or staff:

**Is the first day of the course's semester six or fewer weeks in the future?**

Banner does not begin sending D2L course information until six weeks before a semester begins. Prior to that, if you wish to begin building or reworking a course, please consider a master course.

This information is also available in the MU IT Help Desk FAQ: https://millersvilleuniversity.sysaidit.com/FAQTree.jsp#31