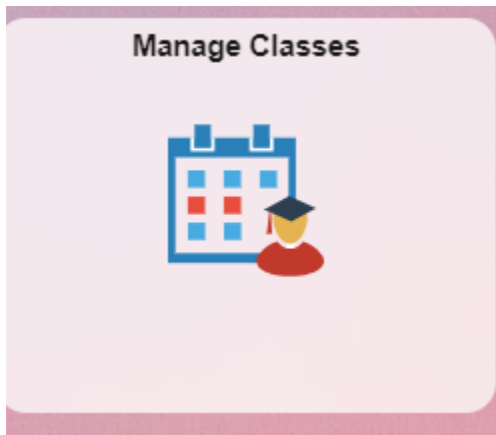


How To Swap Classes

1. Log into PAWS via [TCNJ Today](#)
2. Select the “Manage Records” tile
3. Select “Swap Classes” from the left hand menu
4. Select a term
5. From here, select a class to swap and either find a new class through Class Search, selecting the drop down arrow on ‘Class Search’ to see ‘My Requirements’, Your ‘Shopping Cart’, or Entering the Class Number



Manage Classes

- View My Classes/Schedule
- Enrollment Appointments
- College Scheduler
- Shopping Cart
- Class Search and Enroll
- Enroll in Classes
- Drop Classes
- Swap Classes**
- My Exam Schedule
- Student Feedback
- Records and Registration

Select Term

Select a term then select Continue.

| Term | Career | Institution |
|-----------------------------------|---------------|---------------------------|
| <input type="radio"/> 2024 Fall | Undergraduate | The College of New Jersey |
| <input type="radio"/> 2025 Winter | Undergraduate | The College of New Jersey |

[Continue](#)

1. Select a class to swap

Select the class you wish to swap then select the class you wish to replace it with.

2024 Fall | Undergraduate | The College of New Jersey

Change Term

Swap This Class

Select from your schedule

With This Class

Search for Class

Search

----- OR -----

Select from Shopping Cart

Select

----- OR -----

Enter Class Nbr

Enter