

MANAGING ELECTIVES IN SOLARIS

As you become eligible for Electives you will be able to make changes to your schedule using the “**Manage Schedule**” functionality in SOLARIS (Student Online Lottery and Registrar Information System). It will not be necessary to go to the Registrar's Office to enroll in an NYU scheduled elective nor will you be able to sign up for an elective by going to the departmental elective coordinators. If you want to enroll in a research elective, or preceptorship, please download the necessary form from the Registrar's website and submit the form to the Registrar.

PLEASE NOTE: You can only manage electives in SOLARIS. You cannot manage required or advanced rotations using SOLARIS. You must contact the Registrar's Office to inquire about their add/drop.

Managing Your Elective Schedule

1. Once lottery results have been released, log on to **SOLARIS** and select **Manage Schedule**:

The screenshot shows the SOLARIS interface. On the left sidebar, there are three options: 'Lotteries', 'Manage Schedule' (highlighted in blue), and 'Albert View'. A red arrow points from the text 'Navigate to Manage Schedule on the left sidebar.' to the 'Manage Schedule' option. To the right of the sidebar, there is a light blue box with a document icon and the text: 'Please Note: The following Courses are NOT modifiable'. Below this text is a bulleted list of non-modifiable courses.

- Required Core Clerkships.
- Advanced Required Sub-I (Medicine, Surgery and Pediatrics) and Critical Care Medicine.
- Electives past the add/drop deadline.
- Concentration block dates.
- Research, Individual Preceptorship and Away Elective rotations.
- Most Electives have pre-requisites. Make sure to check before scheduling an Elective.

2. **Pending Schedule** displays your schedule for both the current and forthcoming academic years. Here you will find the option to edit your schedule, or a notice that a course in your list cannot be edited because it is either a required course, an elective that begins less than **45 days** from today's date or is a course that is not modifiable in SOLARIS.









Current Schedules				
Rotation	Course ID	Duration	Edit	Status
Diagnostic Radiology Introductory	21252	Dec-01-2025 - Dec-14-2025	 	22 days to edit
Transition to Residency Program	20020	Mar-02-2026 - Mar-15-2026		Swap rotation for another during the same block.
The Art of Seeing	1641	Nov-03-2025 - Nov-16-2025		
Critical Care Medicine Clerkship	1318	Oct-06-2025 - Nov-02-2025		
Emergency Medicine Introductory	20976	Sep-15-2025 - Sep-28-2025		
Obstetrics/Gynecology Concentration Research	24552	Jul-07-2025 - Sep-14-2025		Cannot be modified

Note: In SOLARIS you are able to view your official School of Medicine schedule, including views of previous academic years, by navigating to **Albert View** on the left sidebar.

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3. **Swap rotations.** Using the corresponding icons in **Pending Schedule** you can swap Elective rotations. You should use the “swap” functionality to replace rotations within the same exact Block. This way you can rest assured that you maintain enrollment in a rotation for that time frame.

Available rotations

From Dec-01-2025 To Dec-14-2025 Swap for Diagnostic Radiology Introductory		
Rotation	Seats	Swap
Anesthesiology Introductory	4	
Cardiothoracic Surgery Introductory	2	
Consultation Ophthalmology	3	
Emergency Medical Services and Prehospital Care	5	
Hematology 2-Week	1	
Neurology Introductory	1	
Neurosurgery Introductory	3	
Otolaryngology Introductory	2	

4. A confirmation window will appear.

5. Confirm **Swap**.

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6. **Add Rotations.** At the bottom of the Manage Schedule screen under **Available Rotations**, use the **Add (+)** icon to add available Electives to your schedule.

Lotteries

Manage Schedule

Albert View

OME/Registrar Help

Available Rotations

Search rotations...

Search blocks...

Clear filters

Course Name ↓	Course Description	Course IDs ↓	Department ↓	Results	
> Abdominal Imaging		200235	RADS-MD	2 blocks	
> Adolescent In-Patient Psychiatry		200606	CPSY-MD	1 blocks	
> Adolescent Medicine		226866	PEDS-MD	1 blocks	
> Anesthesiology Advanced		240218	ANES-MD	1 blocks	
> Anesthesiology Introductory		240219	ANES-MD	3 blocks	
Class Name	Class Number	Block Date	Seats Available	Actions	Conflict
Anesthesiology Introductory	20868	Dec-15-2025 - Dec-28-2025	0	Join waitlist for rotation → Join Waitlist	None
Anesthesiology Introductory	20866	Nov-17-2025 - Nov-30-2025	3	Add rotation to schedule → Add Rotation	None
Anesthesiology Introductory	20867	Dec-01-2025 - Dec-14-2025	4	Rotation conflicts with schedule → Add Rotation	!

If an alert symbol is listed next to a rotation, it is not available to you due to a conflict with your schedule. A pop-up box informs you of the conflict.

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Important Considerations

- Many Electives have **prerequisites** that must be completed before you can take the Elective.
- You will **NOT** be able to add or drop Concentrations, required or Sub-I clerkship rotations (Medicine, Surgery, Pediatrics) via SOLARIS. If you wish to make changes in these rotations, please contact the Registrar's Office.
- Due to routine enterprise maintenance, SOLARIS will be unavailable from 2AM-5AM daily.
- The number of seats available, which displays in the Manage Schedule screen, reflects real-time data.
- You may only add/replace 1 rotation at a time.
- You should add/replace the rotations in order of preference, given that fellow classmates can potentially enroll in the preferred rotation and possibly exhaust the seats available.

Helpful Advice

Waitlist Feature: You can add your name to a waitlist for any over-subscribed elective. Instead of checking SOLARIS daily to see if a spot becomes available, students on the waitlist will receive an email notification when a seat opens. Notifications will be sent in the order students joined the waitlist. If the notified student does not enroll within 48 hours, the system will automatically notify the next person on the list.

OME/Registrar Help Button: A bright red "Help" button is located in the left column of SOLARIS. This feature allows you to easily contact a representative from OME or the Registrar for any issues related to elective lotteries, technical difficulties, or enrollment assistance.

Frequently Asked Questions

What is SOLARIS?

SOLARIS (Student Online Lottery and Registrar Information System) is a tool designed by the Institute for Innovations in Medical Education (IIME) and Education IT, which provides eligible students the ability to participate in lotteries and manage their official schedules for elective rotation enrollment.

If I don't participate in a lottery, can I still use SOLARIS?

Students that do not participate in a lottery may be enrolled in SOLARIS by an admin once the lottery is closed. Once enrolled they can add, drop and replace Electives during the manage schedule period, but only those Electives that were included in the SOLARIS lottery.

What rotations are available to manage in SOLARIS?

SOLARIS can only be used for Electives that were included in a SOLARIS Elective Lottery. Only rotations that have a start date of more than **45 days** from the Elective start date are modifiable. Electives that conflict with required rotations already on your schedule cannot be modified.