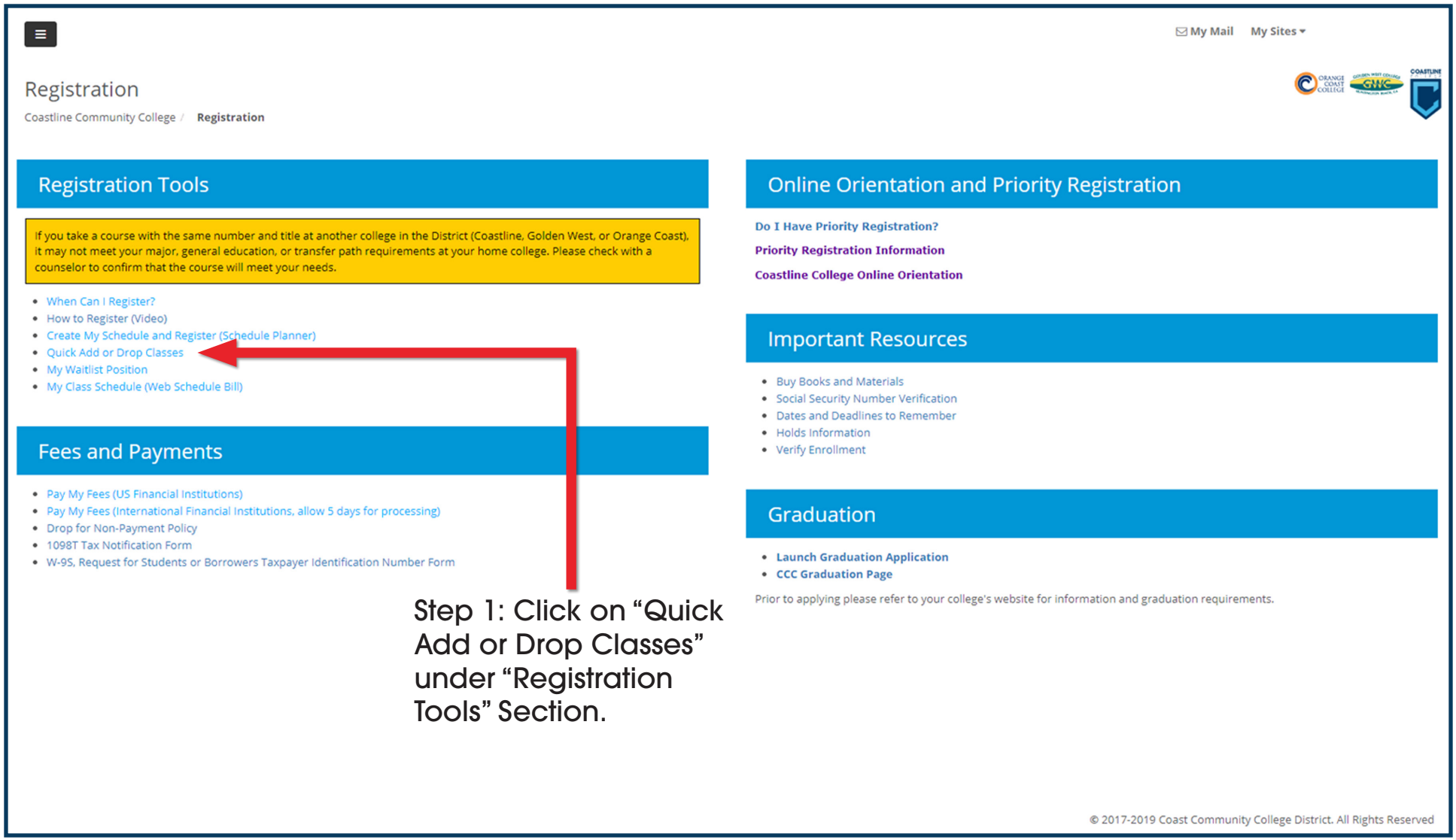
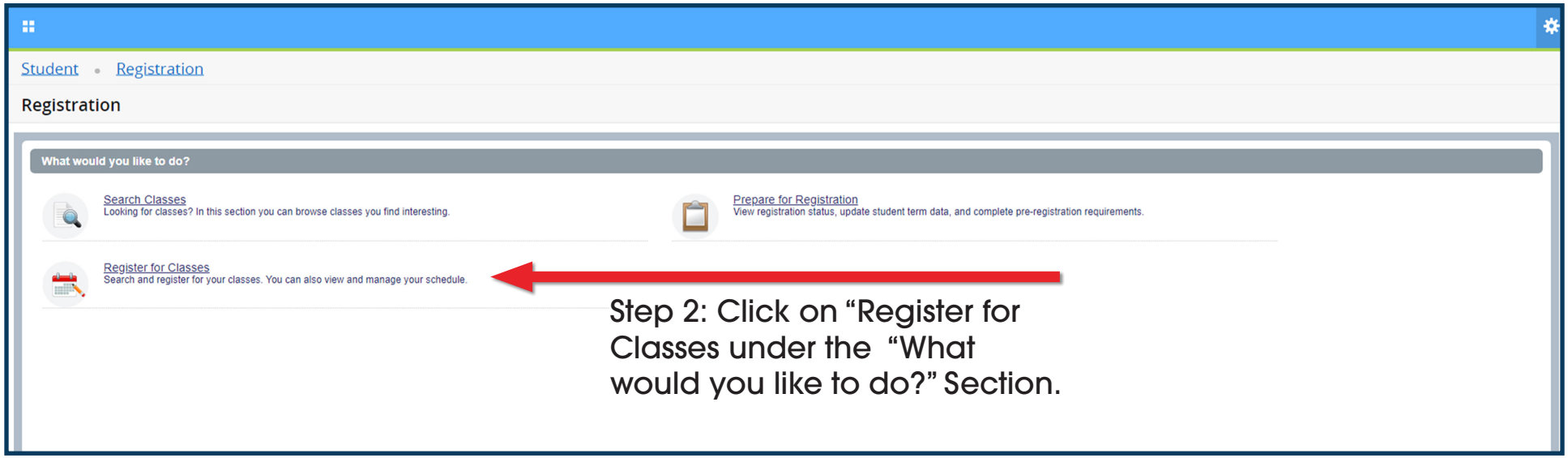
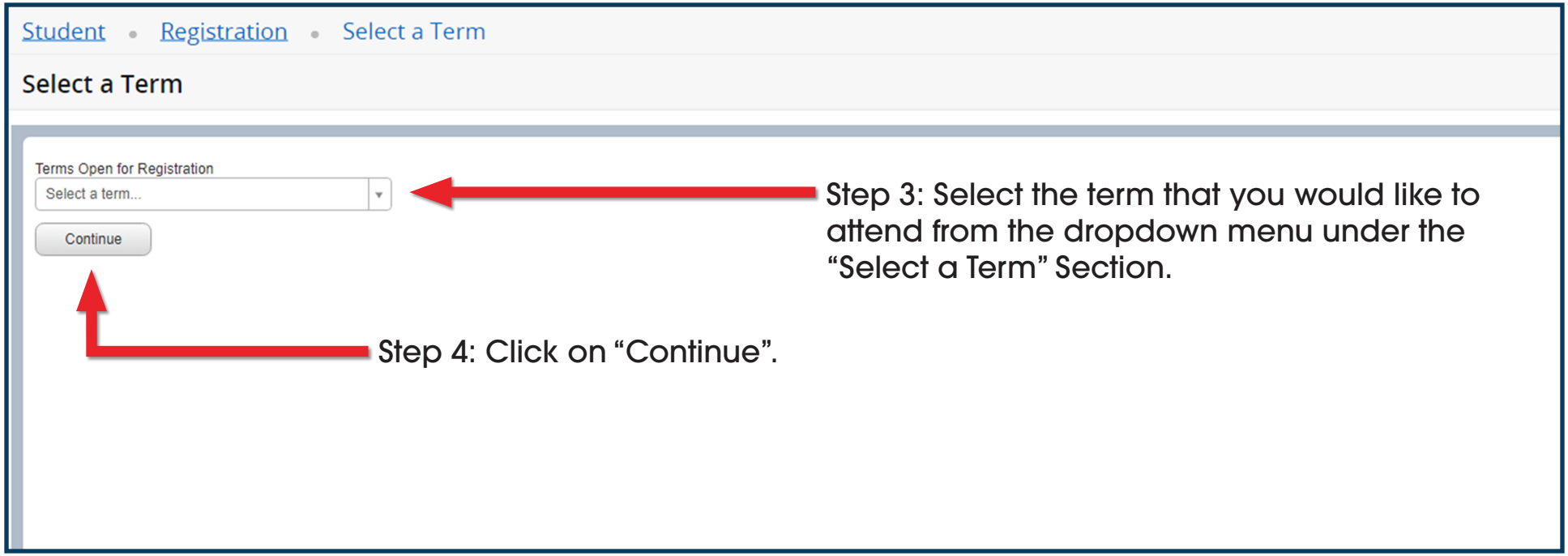
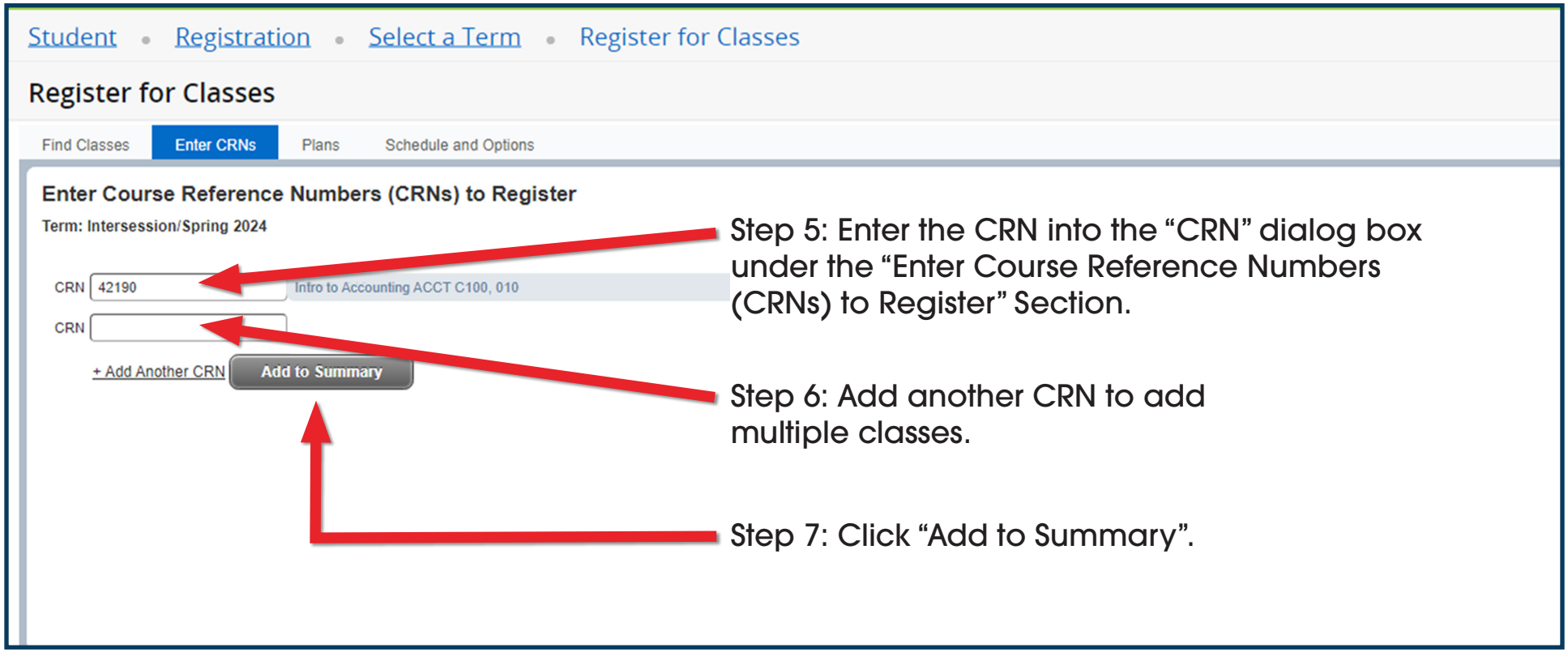
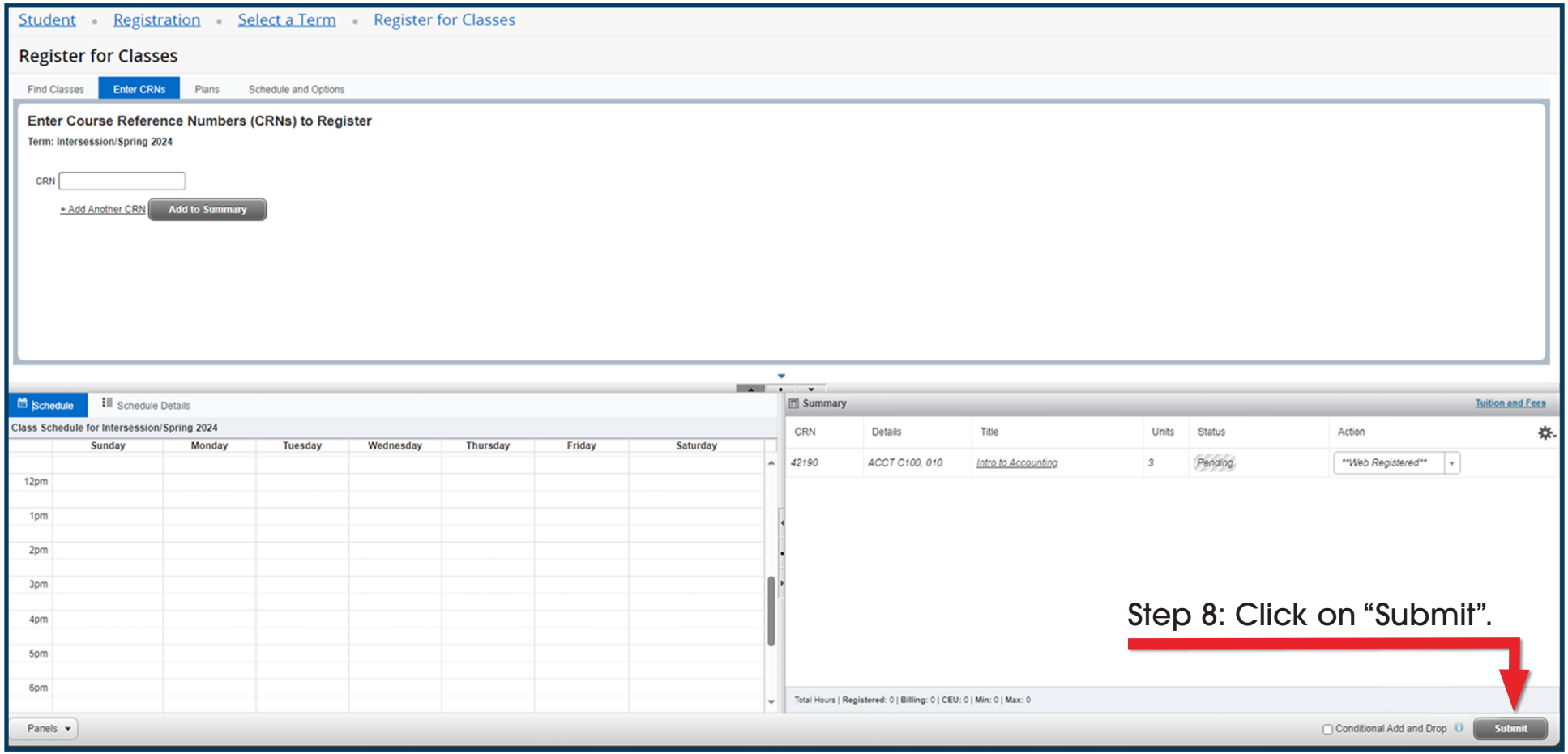


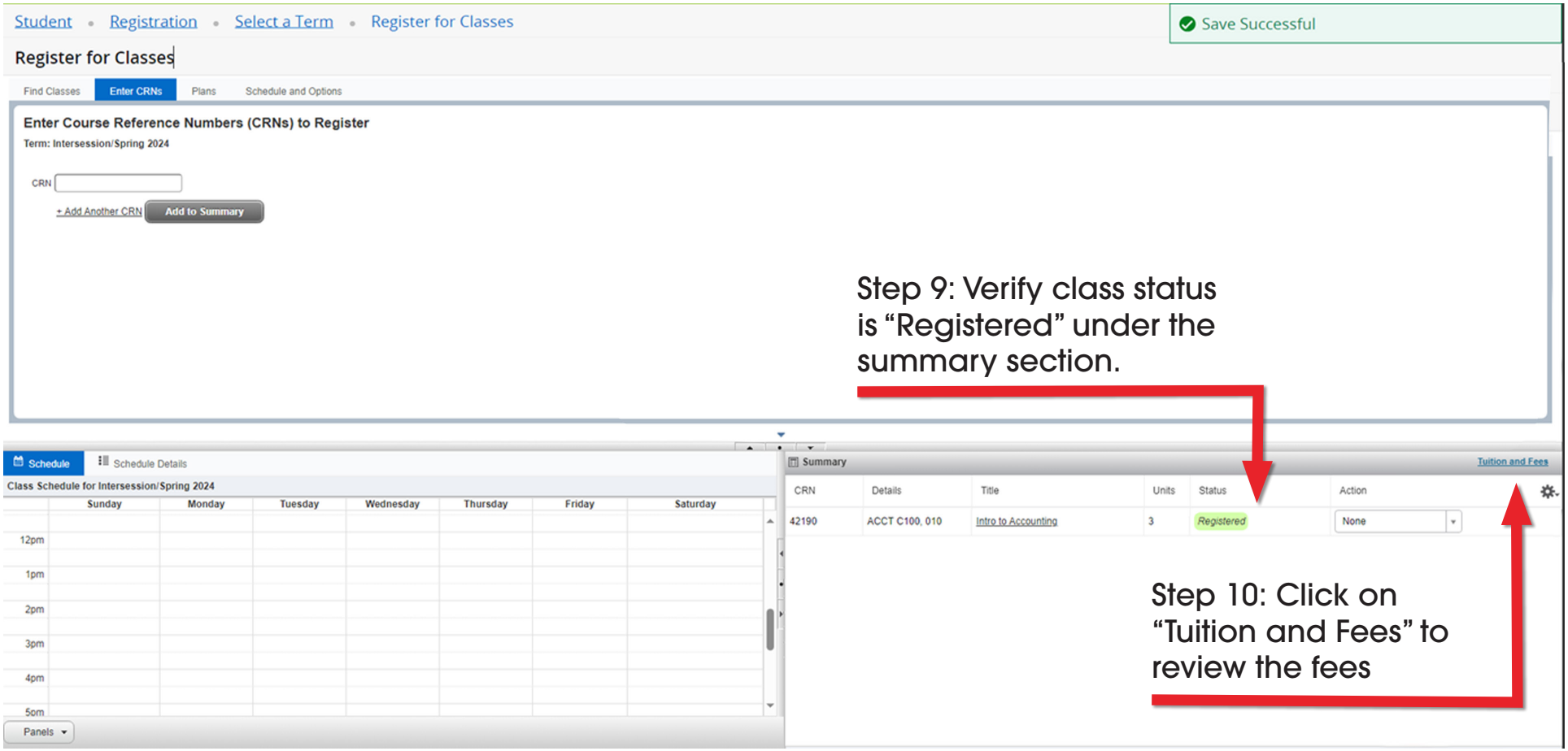
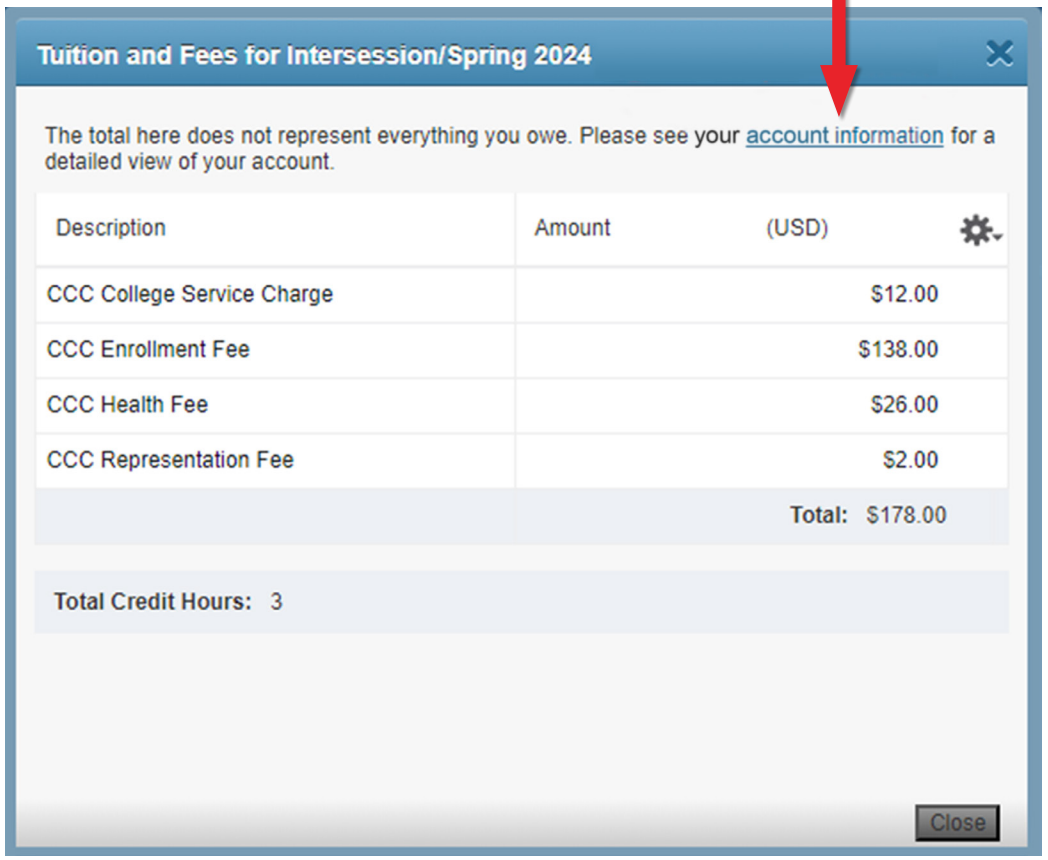
Step 1: Click on “Quick Add or Drop Classes” under “Registration Tools” Section.


Student • Registration
Registration
What would you like to do?
Search Classes
Looking for classes? In this section you can browse classes you find interesting.
Prepare for Registration
View registration status, update student term data, and complete pre-registration requirements.
Register for Classes
Search and register for your classes. You can also view and manage your schedule.
Step 2: Click on “Register for Classes under the “What would you like to do?” Section.


Student • Registration • Select a Term
Select a Term
Terms Open for Registration
Select a term...
Continue
Step 3: Select the term that you would like to attend from the dropdown menu under the "Select a Term" Section.
Step 4: Click on "Continue".


Student • Registration • Select a Term • Register for Classes
Register for Classes
Find Classes
Enter CRNs
Plans
Schedule and Options
Enter Course Reference Numbers (CRNs) to Register
Term: Intersession/Spring 2024
CRN 42190
Intro to Accounting ACCT C100, 010
CRN
+ Add Another CRN
Add to Summary
Step 5: Enter the CRN into the "CRN" dialog box under the "Enter Course Reference Numbers (CRNs) to Register" Section.
Step 6: Add another CRN to add multiple classes.
Step 7: Click "Add to Summary".


Student • Registration • Select a Term • Register for Classes
Register for Classes
Find Classes
Enter CRNs
Plans
Schedule and Options
Enter Course Reference Numbers (CRNs) to Register
Term: Intersession/Spring 2024
CRN
+ Add Another CRN
Add to Summary
Schedule
Schedule Details
Class Schedule for Intersession/Spring 2024
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
12pm
1pm
2pm
3pm
4pm
5pm
6pm
Panels
Summary
Tuition and Fees
CRN
Details
Title
Units
Status
Action
42190
ACCT C100, 010
Intro to Accounting
3
Pending
Web Registered
Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 0
Conditional Add and Drop
Submit
Step 8: Click on “Submit”.


Student • Registration • Select a Term • Register for Classes
Save Successful
Register for Classes
Find Classes
Enter CRNs
Plans
Schedule and Options
Enter Course Reference Numbers (CRNs) to Register
Term: Intersession/Spring 2024
CRN
+ Add Another CRN
Add to Summary
Step 9: Verify class status is "Registered" under the summary section.
Schedule
Schedule Details
Class Schedule for Intersession/Spring 2024
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
12pm
1pm
2pm
3pm
4pm
5pm
Panels
Summary
Tuition and Fees
CRN
Details
Title
Units
Status
Action
42190
ACCT C100, 010
Intro to Accounting
3
Registered
None
Step 10: Click on "Tuition and Fees" to review the fees

Step 12: Click on “account information” under the “Tuition and Fees” section to pay fees.