

# How to Register for Courses Online

---

## To register for classes online:

- You must be a continuing Freshman and/or Senior
- Make a list of the courses you would like to take. To save time, write down the CRN numbers (course registration number) for the courses. CRN numbers are the 5 digit numbers listed in our online schedule. Access our online schedule under the eService's tab and then 'SIS Course Schedule'. Choose the appropriate semester then click 'Submit'.

**It is strongly recommended that students contact their Academic Advisor regarding course selection prior to registering for classes.**

**Please note:** Classes may be added online until two (2) weeks before the semester starts, and dropped online until the last day to receive a refund.

To register for courses online, enter the [Student Information System \(SIS\) Secure Area](#). Detailed directions for registering online are listed below:

- Enter your EasyLogin information
- **From the Main Menu:**
  - Click the '**Student**' link
  - Click the '**Registration**' link
  - Click the '**Add / Drop Classes**' link
  - Select the correct semester, then click '**Submit**'
  - Enter the accurate CRN for the course you wish to enroll in, then click '**Submit Changes**'
  - Notification of registration will appear instantly at the top of the page under "Current Schedule".

You are now registered; click the 'Return to Menu' link at the top of the screen and follow the instructions below to review your semester schedule.

- **From the Main Menu:**
  - Click the '**Student**' link
  - Click the '**Registration**' link
  - Click the '**Student Schedule by Day & Time**' link

**\*\*\* Make sure the date range for the schedule matches the start date of the semester \*\*\***