Registration without Schedule Planner

This is a good method to use if you have already planned your schedule and have a list of CRNs, or need to make a quick change to your schedule.

Before you begin, check for any holds in MyCSU.

Once all holds have been cleared click on “Students”:  

![Account Holds](image-url)  

**Account Holds**  
The following holds exist on your account:  
Advisor Hold - Please see your advisor  

CLOSE
Click on “Student Records”:

MyCSU

ACADEMIC PROFILE  AROUND CAMPUS  FINANCIAL RECORDS  RESOURCES  STUDENT RECORDS

Click on “Add/Drop/Withdraw”:

Student Records/Personal Info

Academic Advising Record
Academic Catalog
Academic Exclusion Appeal Form
Academic Transcript - Order Official
Academic Transcript - View Unofficial
Add, Drop, or Withdraw Classes

You will be redirected to the Banner SIS:
If meet all the requirements to register for the course, the course should appear in your current schedule.

Add the CRNs to the boxes and click submit.

Select the term you want to register for and click submit.
If you do not meet all the requirements to register for the course or the class is closed you will receive an error message:

If the class is closed and has an open waitlist you can elect to add yourself to the waitlist.

To search for a class and register:

Select the subject and the course:

Look-Up Classes to Add:

Accounting
2101    Principles of Accounting I
2102    Principles of Accounting II

Click on “Class Search”
Select the section desired and click “Register” to register for the section or “Add to WorkSheet” to populate the CRN on your worksheet.

Look-Up Classes to Add:

Sections Found
Accounting

Select CRN Subj Crse Sec Cmp Cred Title

✓ 20063 ACCT 2101 V01 VU 3.000 Principles of Accounting I

Register  Add to Worksheet  New Search

Register for the classes on your Worksheet by clicking “submit Changes”. If you have successful registered for the course it will appear in your current schedule.

Current Schedule

<table>
<thead>
<tr>
<th>Status</th>
<th>Action</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse</th>
<th>Sec</th>
<th>Level</th>
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<tbody>
<tr>
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<td>on Mar 18, 2019</td>
<td>None</td>
<td>20148</td>
<td>BIOL</td>
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<td>ANTH</td>
<td>1105</td>
<td>01 Undergraduate Level</td>
</tr>
</tbody>
</table>

Total Credit Hours: 13.000
Billing Hours: 13.000
Minimum Hours: 0.000
Maximum Hours: 999999.999
Date: Mar 18, 2019 04:38pm

Add Classes Worksheet

CRNs
20063

Submit Changes  Class Search  Reset