

REGISTRATION METHOD USING SELF SERVICE BANNER

- From the Banner Self Service main menu, select "Student and Financial Aid".
- Now Select "Registration".
- Select "Add or Drop Classes" from the Registration menu.
- Select the term; enter Registration Pin Number provided by your academic advisor.
- Select "Class Search" to search for courses.
- Choose the subject, course number, time of day, or other attributes about the course you wish to take.
- Once you have entered the course information, select the "Class Search" link at the bottom of the page. This returns a list of all the courses that match the search you just entered.
- Select the section you want by checking the box next to that section.
- After checking the appropriate section, select the "Register" link at the bottom of the page.
- You will be taken back to your schedule to view it with the new class added.
- Repeat steps 5—9 to add additional classes.