Banner Registration
Go to the ECU Home Page
Select OneStop icon
Enter your *Pirate ID* and *Passphrase*
Select **Banner Self Service**
Step 1: Select *Student and Financial Aid*
Step 2: Select *Registration* to add or drop courses, look up class offerings, and see your schedule.
Step 3: Select *Add or Drop Classes*
Step 4: Select the term and Enter your Banner Registration Pin Number

• Undergraduate students will receive your Banner Registration PIN number from your academic advisor.

• Graduate students do not need a Registration PIN number.
Step 5: Search by attributes of the class.
Step 6: Select “Class Search” link.

Search Classes By
- Subject
- Course number
- Campus – make sure to select DE/Internet
Step 7: Check the section of the class you wish to register for.
**Step 8:** You will see your new schedule. If you get an error message, check the Common Banner Error Page on the Office of the Registrar’s website.

### Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list.

#### 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>
<th>Cred</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Registered</strong> on Mar 13, 2007</td>
<td>None</td>
<td>80250 BIOL 1050 601 Undergraduate 3.000 Standard Letter Grade</td>
<td>General Biology</td>
<td></td>
<td></td>
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<tr>
<td><strong>Registered</strong> on Mar 13, 2007</td>
<td>None</td>
<td>80240 ANTH 1000 002 Undergraduate 3.000 Standard Letter Grade</td>
<td>Introduction to Anthropology</td>
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<td></td>
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<tr>
<td><strong>Web Registered</strong> on May 24, 2007</td>
<td>None</td>
<td>80002 ART 1001 001 Undergraduate 3.000 Standard Letter Grade</td>
<td>Color and Design</td>
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<td></td>
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<tr>
<td><strong>Web Registered</strong> on May 24, 2007</td>
<td>None</td>
<td>83973 GEOG 1000 002 Undergraduate 3.000 Standard Letter Grade</td>
<td>Introduction to Geography</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours: 12.000
Billing Hours: 12.000
Maximum Hours: 18.000
Date: May 24, 2007 12:55 pm
Step 9: Repeat these steps to add additional courses.
For Labs and lectures or classes that need to be taken together: Use the *Classes Worksheet*. Enter the course *CRN Number* in the spaces given and submit changes.

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