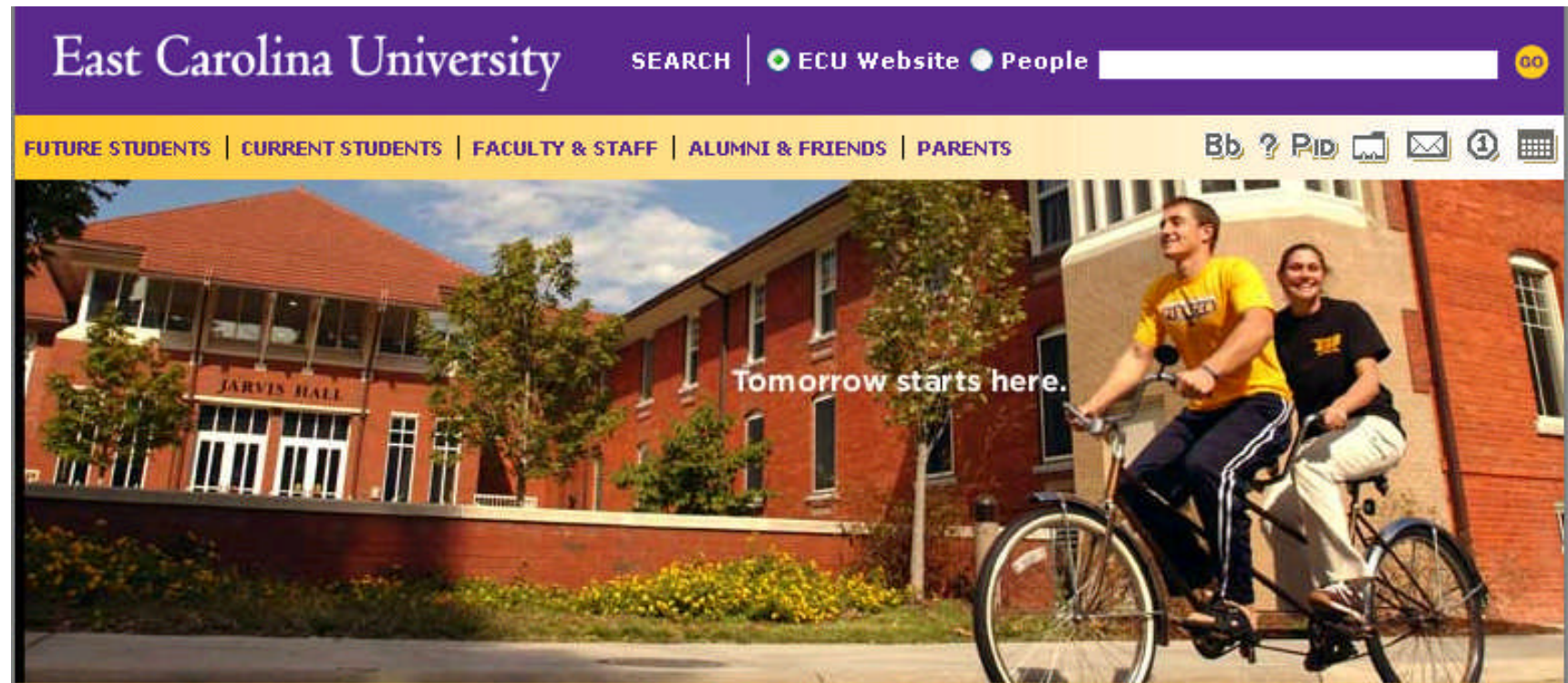


Banner Registration

Go to the ECU Home Page

Select **OneStop** icon



Enter your *Pirate ID* and *Passphrase*

East Carolina University [home](#) [my page](#) [tools](#) [community](#) [profile](#) [email](#)



OneStop

[Help ?](#)

OnePass Login

Enter ECU Exchange login

PirateID:

Passphrase:

Use "demo" as UserName and Password to try the ECU OneStop

Announcements

What is Banner? Find out at www.thisisbanner.com.

Additional information about the Banner project can be found at www.ecu.edu/sctbanner/.

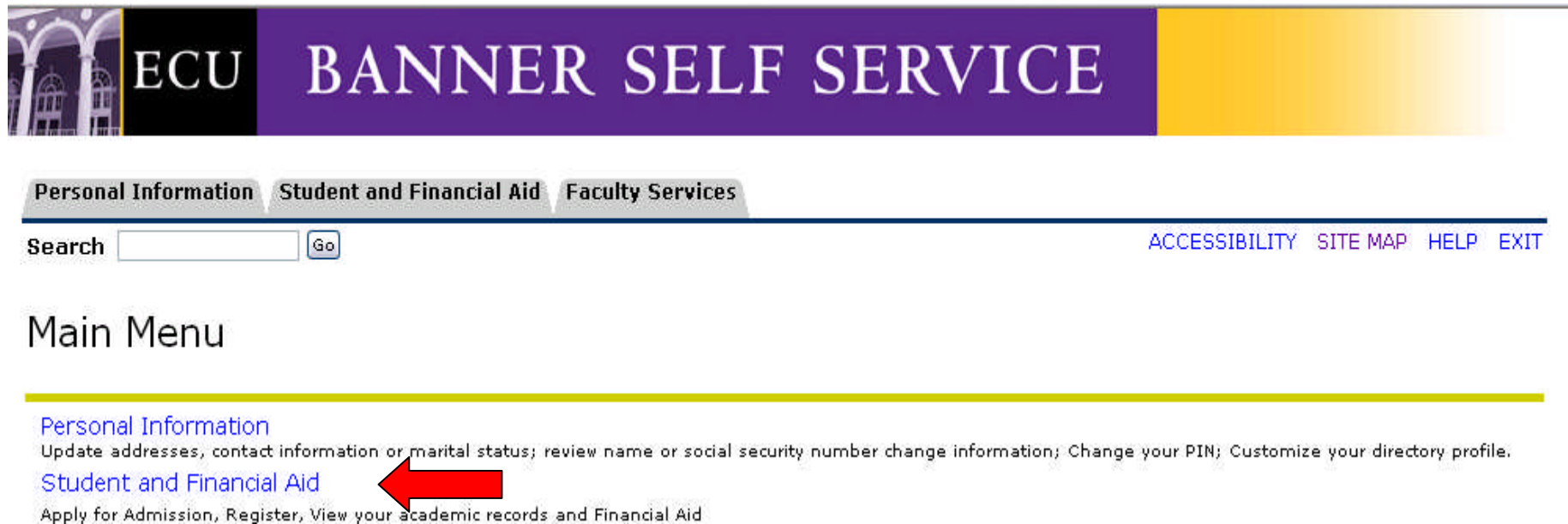
Select *Banner Self Service*

The screenshot displays the East Carolina University OneStop website interface. At the top, the university name is followed by navigation tabs: home, my page, tools, community, profile, and email. Below this is a large 'OneStop' header with a user profile picture and links for Logout, Personalize, and Help. The main content area is organized into several categorized boxes:

- Academic Planning**
 - [Advisor Information](#)
 - [Apply to Honors Program](#)
 - [Buckley Form](#)
 - [Campus Directory](#)
 - [Course Catalog](#)
 - [Course Equivalencies](#)
 - [Course Search](#)
 - [GPA Calculator](#)
 - [Majors and Degrees](#)
- Financial Aid**
 - [Financial Aid Information](#)
 - [HigherOne Information](#)
- Personal**
 - [Approval Manager](#)
 - [Change of Address](#)
 - [Hold Tags](#)
 - [Pirate Drive](#)
 - [Software Downloads](#)
- Student Life**
- Banner**
 - [Banner Self Service](#) (highlighted with a red arrow)
 - [What is my ECU \(Banner\) ID?](#)
- Employee**
 - [Employment Opportunities](#)
- Registration**
 - [Course Registration](#)
 - [Course Shopper](#)
 - [Drop a Course](#)
- Online Shopping**
 - [Personal Computer Purchases](#)
- Courses**
 - [Course Grades and Schedules](#)
 - [Exam Schedules](#)
 - [Teacher Education](#)
 - [Tuition Statements and Payments](#)
- Graduation & Commencement**
 - [Commencement Reservation](#)
 - [ECU Graduation and Honors List](#)
- Security and Transportation**
 - [Parking Citations and Appeals](#)
 - [Vehicle Registration](#)
- Surveys**
 - [Distance Education Survey](#)
 - [Graduating Senior Survey](#)
 - [Joyner Library Survey](#)
 - [Online Teaching Practices Inventory](#)
 - [Sophomore Survey](#)
 - [Visitation Policy Survey](#)

The Windows taskbar at the bottom shows the system tray with a lock icon and the text 'Local intranet'.

Step 1: Select *Student and Financial Aid*



The screenshot shows the ECU Banner Self Service website. At the top, there is a purple banner with the ECU logo and the text "BANNER SELF SERVICE". Below the banner, there are three tabs: "Personal Information", "Student and Financial Aid", and "Faculty Services". The "Student and Financial Aid" tab is highlighted. To the right of the tabs, there is a search bar with the text "Search" and a "Go" button. Further right, there are links for "ACCESSIBILITY", "SITE MAP", "HELP", and "EXIT". Below the tabs, there is a "Main Menu" section. Under "Main Menu", there are two items: "Personal Information" and "Student and Financial Aid". The "Student and Financial Aid" item is highlighted with a red arrow pointing to it. The description for "Student and Financial Aid" is "Apply for Admission, Register, View your academic records and Financial Aid".

ECU BANNER SELF SERVICE


[Personal Information](#) [Student and Financial Aid](#) [Faculty Services](#)

Search

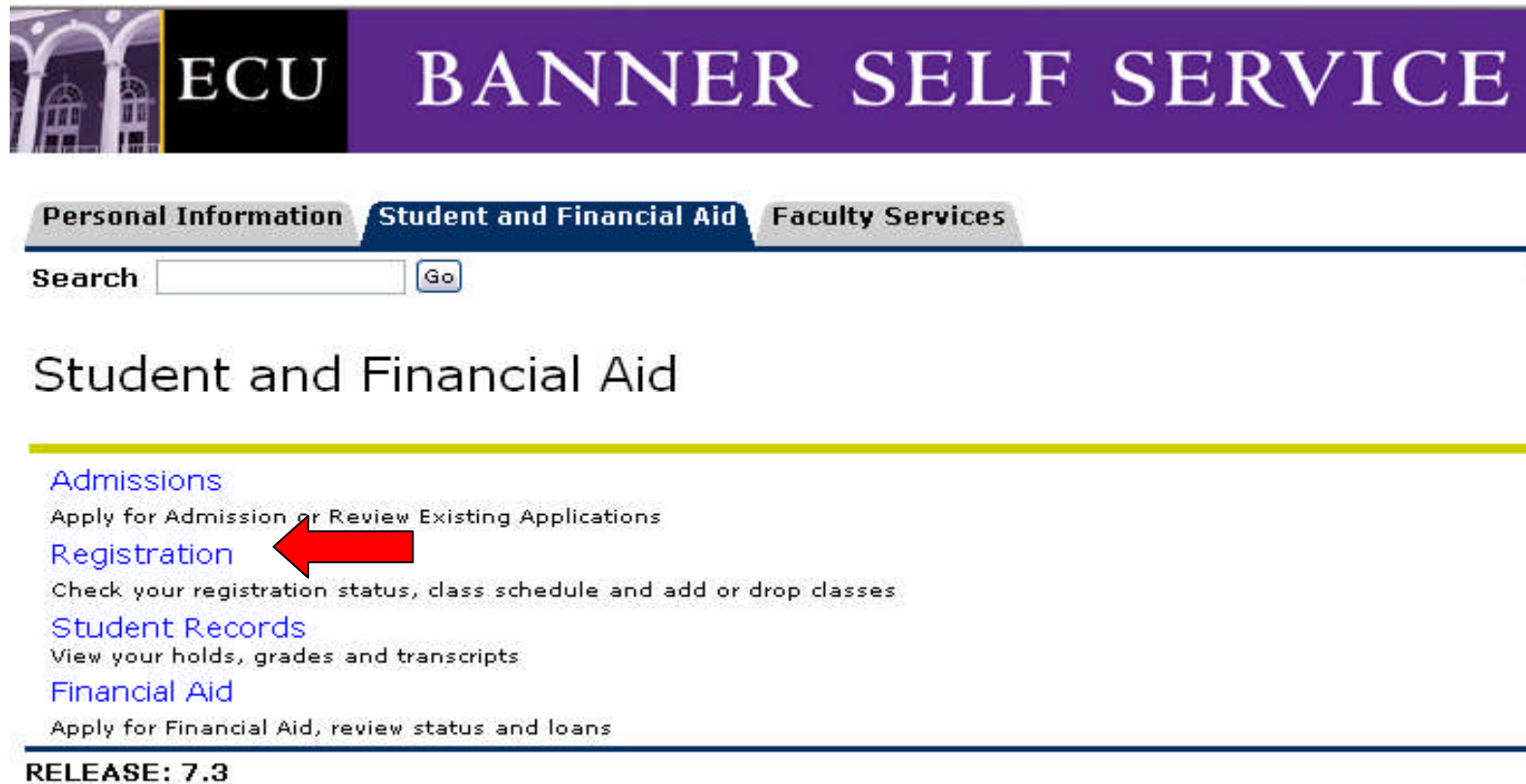
[ACCESSIBILITY](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Main Menu

[Personal Information](#)
Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

[Student and Financial Aid](#) 
Apply for Admission, Register, View your academic records and Financial Aid

Step 2: Select *Registration* to add or drop courses, look up class offerings, and see your schedule.




The screenshot shows the ECU Banner Self Service website. At the top, there is a purple header with the ECU logo and the text "BANNER SELF SERVICE". Below the header, there are three tabs: "Personal Information", "Student and Financial Aid" (which is highlighted), and "Faculty Services". A search bar is located below the tabs, with a "Go" button. The main content area is titled "Student and Financial Aid" and contains a list of links: "Admissions", "Registration", "Student Records", and "Financial Aid". A red arrow points to the "Registration" link. Below the list, there is a footer that reads "RELEASE: 7.3".

ECU BANNER SELF SERVICE

Personal Information Student and Financial Aid Faculty Services

Search

Student and Financial Aid

- [Admissions](#)
Apply for Admission or Review Existing Applications
- [Registration](#) 
Check your registration status, class schedule and add or drop classes
- [Student Records](#)
View your holds, grades and transcripts
- [Financial Aid](#)
Apply for Financial Aid, review status and loans

RELEASE: 7.3

Step 3: Select *Add or Drop Classes*

ECU BANNER SELF SERVICE

Personal Information Student and Financial Aid

Search Go

[RETURN TO MENU](#) [SITE MAP](#)

Registration

- [Select Term](#)
- [Look Up Classes](#)
- [Registration Status](#)
- [Add or Drop Classes](#)
- [Week at a Glance](#)
- [Student Detail Schedule](#)
- [Registration Fee Assessment](#)
- [Active Registration](#)
- [Registration History](#)

RELEASE: 7.3.2

powered by
SUNGARD HIGHER

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: Select “Class Search” to search for classes.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 13, 2007	None	80250	BIOL	1050	601	Undergraduate	3.000	Standard Letter Grade	General Biology
Registered on Mar 13, 2007	None	80240	ANTH	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Anthropology
Web Registered on May 24, 2007	None	80002	ART	1001	001	Undergraduate	3.000	Standard Letter Grade	Color and Design
Web Registered on May 24, 2007	None	83973	GEOG	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Geography

Total Credit Hours: 12.000
Billing Hours: 12.000
Maximum Hours: 18.000
Date: May 24, 2007 01:07 pm

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Step 6: Search by attributes of the class.

Step 7: Select “Class Search” link.

Look Up Classes

Subject:
Admin Serv & Inform Processes
Adult Education

Course Number:

Title:

Schedule Type:

Instructional Method:
Asynchronous
Face to Face

Credit Range: hours to hours

Campus:
DE/Internet
Main Campus

Course Level:
Continuing Prof Education
Graduate


Part of Term:
Non-date based classes only Full Term

Search Classes By

- Subject
- Course number
- Campus– make sure to select **Main Campus**
- Instructor
- Class attributes like Foundations Curriculum and Writing Intensive
- Days of the Week
- Times of day
- Classes with section numbers of 601 are online only classes

Step 8: Check the section of the class you wish to register for.

Look Up Classes

 Select the box in front of the CRN (C identifies a closed class) and choose Register or Add to Worksheet.


Sections Found

Art																			
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	XL	XL	XL	Instructor	Date (MM/DD)	Location	Attribute
													Cap	Act	Rem				
<input type="checkbox"/>	80002	ART	1001	001	008	3.000	Color and Design		TBA	22	14	8	0	0	0	Cynthia A. Bickley-Green (P)	08/22-12/07	TBA	Art Education and Fine Arts Requirement
<input type="checkbox"/>	81507	ART	1001	002	008	3.000	Color and Design	TR	08:00 am-09:50 am	22	2	20	0	0	0	Nancy E. House (P)	08/22-12/07	TBA	Art Education and Fine Arts Requirement
<input type="checkbox"/>	81508	ART	1001	003	008	3.000	Color and Design	MW	08:00 am-09:50 am	22	0	22	0	0	0	TBA	08/22-12/07	TBA	Art Education and Fine Arts Requirement

Step 9: 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

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 13, 2007	<input type="text" value="None"/>	80250	BIOL	1050	601	Undergraduate	3.000	Standard Letter Grade	General Biology
Registered on Mar 13, 2007	<input type="text" value="None"/>	80240	ANTH	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Anthropology
Web Registered on May 24, 2007	<input type="text" value="None"/>	80002	ART	1001	001	Undergraduate	3.000	Standard Letter Grade	Color and Design
Web Registered on May 24, 2007	<input type="text" value="None"/>	83973	GEOG	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Geography

Total Credit Hours: 12.000

Billing Hours: 12.000

Maximum Hours: 18.000

Date: May 24, 2007 12:55 pm

Step 10: Repeat these steps to add additional courses.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 13, 2007	None	80250	BIOL	1050	601	Undergraduate	3.000	Standard Letter Grade	General Biology
Registered on Mar 13, 2007	None	80240	ANTH	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Anthropology
Web Registered on May 24, 2007	None	80002	ART	1001	001	Undergraduate	3.000	Standard Letter Grade	Color and Design
Web Registered on May 24, 2007	None	83973	GEOG	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Geography

Total Credit Hours: 12.000

Billing Hours: 12.000

Maximum Hours: 18.000

Date: May 24, 2007 12:55 pm

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Submit Changes

Class Search

Reset

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*.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 13, 2007	None	80250	BIOL	1050	601	Undergraduate	3.000	Standard Letter Grade	General Biology
Registered on Mar 13, 2007	None	80240	ANTH	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Anthropology
Web Registered on May 24, 2007	None	80002	ART	1001	001	Undergraduate	3.000	Standard Letter Grade	Color and Design
Web Registered on May 24, 2007	None	83973	GEOG	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Geography

Total Credit Hours: 12.000

Billing Hours: 12.000

Maximum Hours: 18.000

Date: May 24, 2007 12:55 pm

Add Classes Worksheet



CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Submit Changes

Class Search

Reset

Want to drop a class?

Step 1: Select *“Add or Drop Classes”*.



The screenshot displays the ECU Banner Self Service interface. At the top, there is a purple header with the ECU logo and the text 'BANNER SELF SERVICE'. Below the header, there are two tabs: 'Personal Information' and 'Student and Financial Aid'. A search bar is located on the left, and navigation links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT' are on the right. The main content area is titled 'Registration' and contains a list of links: 'Select Term', 'Look Up Classes', 'Registration Status', 'Add or Drop Classes', 'Week at a Glance', 'Student Detail Schedule', 'Registration Fee Assessment', 'Active Registration', and 'Registration History'. A red arrow points to the 'Add or Drop Classes' link.

ECU BANNER SELF SERVICE

Personal Information Student and Financial Aid

Search Go

RETURN TO MENU SITE MAP HELP EXIT

Registration

- Select Term
- Look Up Classes
- Registration Status
- Add or Drop Classes
- Week at a Glance
- Student Detail Schedule
- Registration Fee Assessment
- Active Registration
- Registration History

Step 2: Pull down “*drop box*” under the course you wish to drop.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 19, 2007	None None **Web Dropped**	80257	BIOL	1060	601	Undergraduate	4.000	Standard Letter Grade	Environmental Biology
Registered on Mar 19, 2007	None	85377	MUSC	2248	001	Undergraduate	2.000	Standard Letter Grade	Music of the World's People

Total Credit Hours: 6.000

Billing Hours: 6.000

Maximum Hours: 18.000

Date: Jun 04, 2007 02:57 pm

Add Classes Worksheet

CRNs

Submit Changes

Class Search

Reset

Step 3: Select “Submit Changes”

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered on Mar 13, 2007	None	80250	BIOL	1050	601	Undergraduate	3.000	Standard Letter Grade	General Biology
Registered on Mar 13, 2007	None	80240	ANTH	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Anthropology
Web Registered on May 24, 2007	None	80002	ART	1001	001	Undergraduate	3.000	Standard Letter Grade	Color and Design
Web Registered on May 24, 2007	None	83973	GEOG	1000	002	Undergraduate	3.000	Standard Letter Grade	Introduction to Geography

Total Credit Hours: 12.000

Billing Hours: 12.000

Maximum Hours: 18.000

Date: May 24, 2007 12:55 pm

Add Classes Worksheet

CRNs

Submit Changes

Class Search

Reset

Always check with your academic advisor before dropping a course from your schedule.

Log Out!

Always make sure to log out of
your Banner Self Service Session

Banner is more than Registration!

- Financial Aid Account
- Cashier Account
- Detailed Class Schedule
- Academic History
- Placement Test Scores
- Catalog Information
- Email Link to Faculty
- Faculty Office Hours
- Class Syllabus
- Grades
- Degree Audits
- Transcripts