BANNER WEB REGISTRATION FOR STUDENTS

1. Complete the schedule worksheet from the Registrar’s website.

2. Schedule an appointment with your academic advisor to review your selections.

3. Obtain your alternate PIN number from your advisor.

4. Go to: [www.msun.edu/current/](http://www.msun.edu/current/). This is the MSU-Northern current student page.

5. Click on “My Info.”

6. This takes you to a login page:
   - **Log in to secure area**: After the screen activates, you will be queried for your User ID, which is now your Net ID and password.
   - **Student Services**: Choose this link.
   - **Registration**: Choose this link.
   - **Add/Drop classes**: Choose this link. You will be queried for the term. Choose Fall Semester 2020. Click on submit term.
   - **Enter Alternate PIN**: Supply the alternate pin you received from your advisor.
   - **Add Class**: Enter Course registration numbers (CRN) of classes you and your advisor have selected. Click the **submit changes** button. Successful selections will appear as "Registered" in the **Status** column. If you continue down the page an explanation of schedule errors (if any) will appear. At the bottom of the page is the option to **add** more classes.

Be sure you exit the WEB or someone could come along behind you and change your registration. Any questions or problems should be directed to the Registrar’s office in Cowan Hall 220.