## Registering for courses in MyMSU-Northern

Go to msun.edu

Click 'Current Students'

Click on 'MyMSU-Northern'



Enter you NetId and password

Click on 'View All Cards'

## Q VIEW ALL CARDS

Find the 'Registration & Schedule' card

Registration & Schedule :: □

Add/Drop Classes
Prepare for Registration, Search Schedule of Classes, Add/Drop Classes, View Class Schedule

Academic Calendar
View important dates for the semester.

We're here to help at registrar@msun.edu.

Click 'Add/Drop Classes'

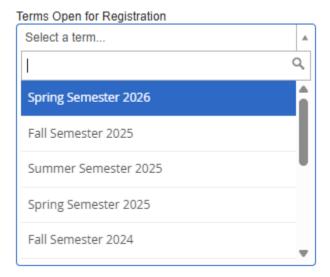
Once in the Registration screen click 'Add/Drop Classes'



Add/Drop Classes

Search and register for your classes. You can also view and manage your schedule.

Select the term in which you are registering for from the drop-down menu



You will be promoted to add your advisor pin number- this number is student and term specific. You will receive this from you advisor during your registration appointment.

\*\*Keep your pin number- will may need to enter if you need to make any changes to the term you are registering for.

Click 'Continue'

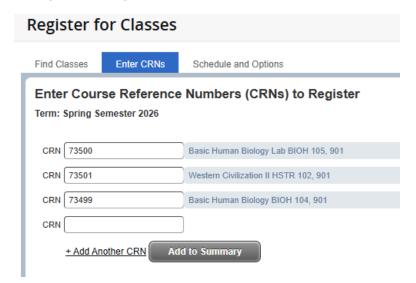
From here you can either 'Find Classes' or use 'Enter CRN's' to add the courses.

Here we will be showing the 'Enter CRN's'

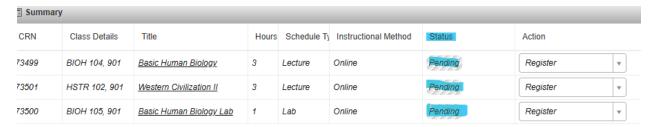
Enter your first CRN number

Click '+Add Anther CRN' to add additional classes or you can hit the tab button

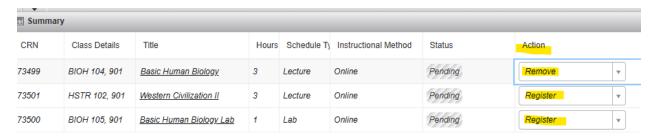
Once you have all your CRN's entered and the courses look correct click 'Add to Summary'



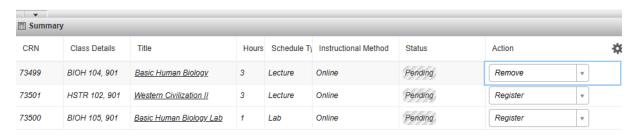
You will then see your classes in the Summary screen. Currently you will see they show 'Pending'.



You will see the action is currently set to 'Register'. If you wish to drop or not add the class change the action to 'Remove'.



In order to complete your registration, you must click the 'submit' button at the bottom of the page.





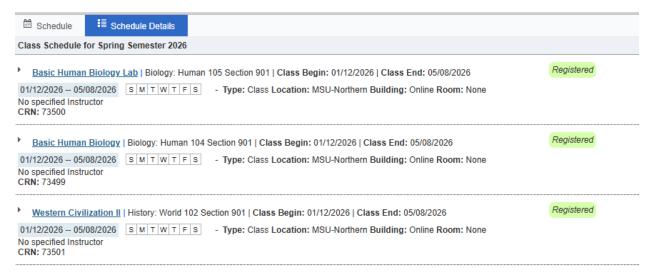
Here you can additional class is you wish after selecting 'Submit' by entering the CRN and then 'Add to Summary'.

Now you can see I am registered for the courses; the status has changed to 'Registered'.



Once registered you can look at your schedule by day and time- currently you will see no courses as the semester has not started yet.

Schedule Details will show you everything about the course in a list format.



Once you see 'registered' you are all set!

If you have questions or need assistance, please call 406-265-3703, email <a href="mailto:registrar@msun.edu">registrar@msun.edu</a> or stop by the Registrar's Office located in Cowan Hall.