INSTRUCTIONAL DESIGN

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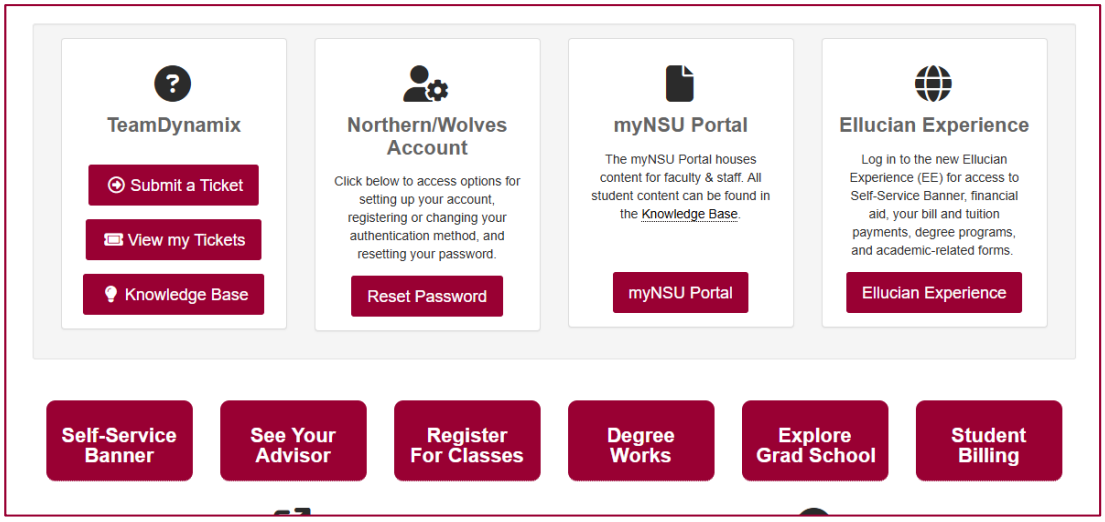
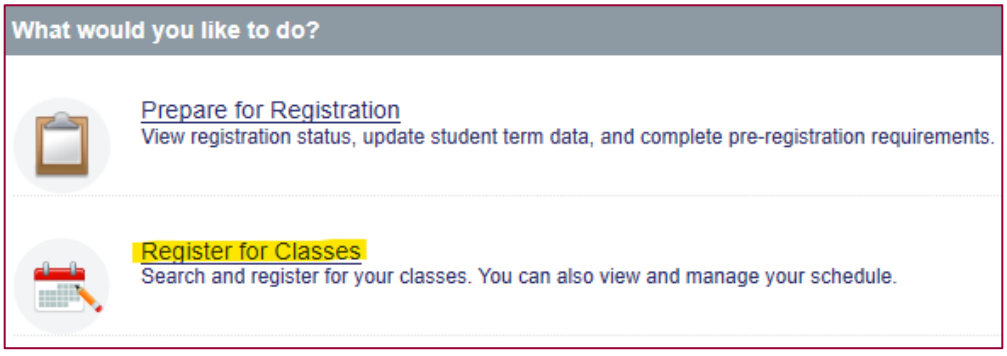
Banner Student Self Service Registration

This is a step-by-step instruction to help you register for classes using Self Service Banner.

1. **Select myNSU on the homepage.**
2. **Select Register for Classes** link
3. Sign in using your Wolves email/password.
    a. Be sure to use your whole email address: Firstname.Lastname@Wolves.Northern.edu

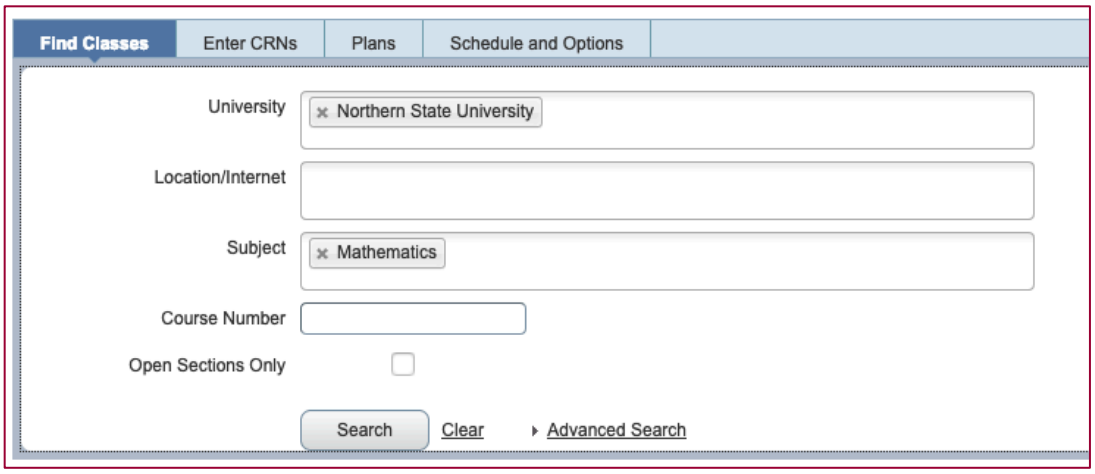


5. Next, **Click** "Register for Classes"

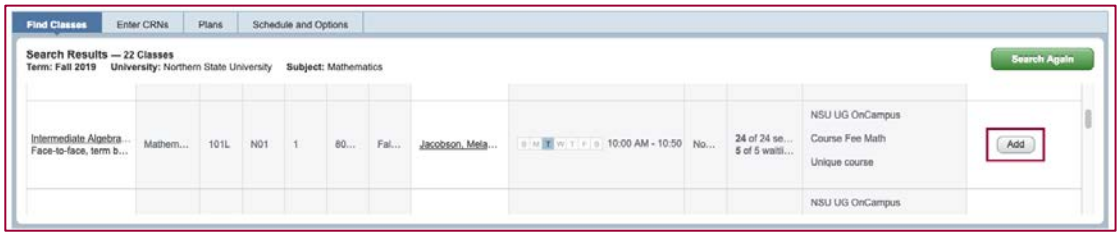


6. **Sign in** using your Wolves email/password: Note: be sure to use your whole email address: Firstname.Lastname@Wolves.Northern.edu
7. **Click** the drop down arrow under "Terms Open for Registration"
8. **Select** the semester you are registering for, and select **Continue**

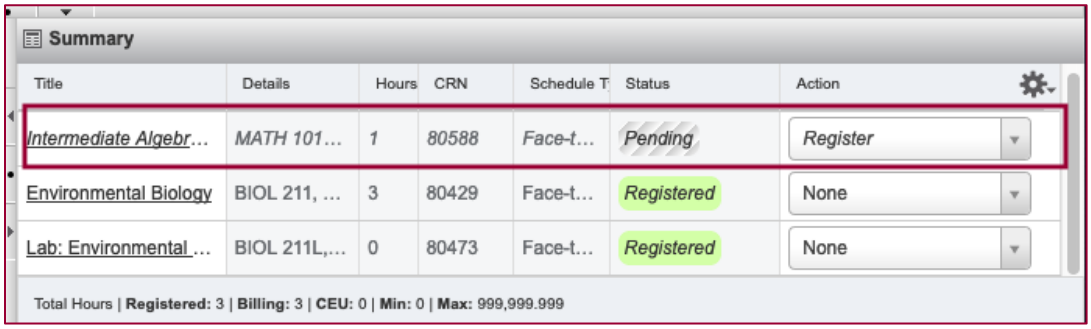
9. In the **Find Classes** area, **select** University, and subject. Note: none of the search fields are required. These two fields are the best way to find the courses you are looking for.
10. **Click** Search

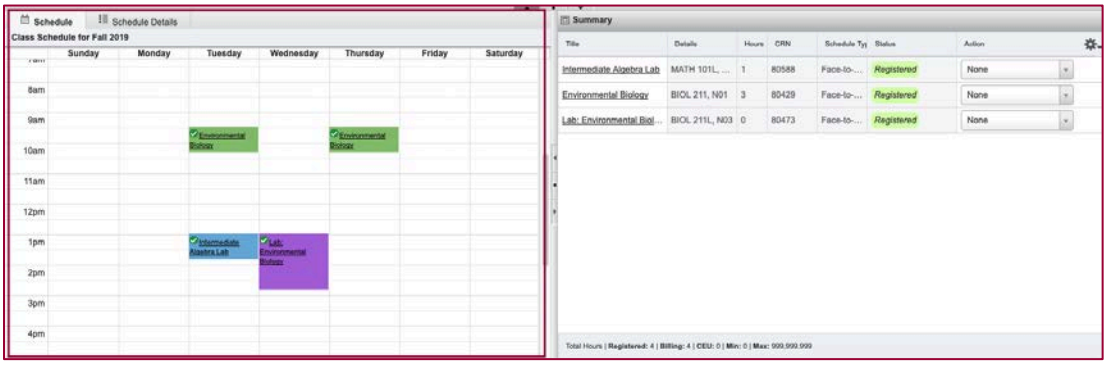


11. **Navigate** the search results for the course you need.
12. **Click** the **Add** button next to the course



13. The course will be added to your **Summary** area



14. Once you have added all your courses click the **Submit** button in the lower right hand corner.

15. You have now registered for courses, your schedule can be viewed in the **Schedule** area.