REGISTRATION SERVICES

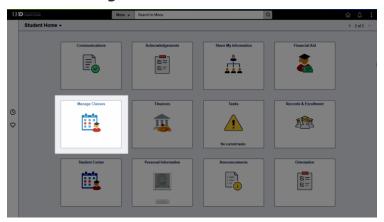


Registration Guide

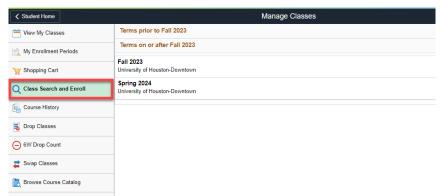
Follow the steps below to **Enroll** or to **Add courses to Shopping Cart**.

Enroll

Login to myUHD and select the Manage Classes tile.



Click on **Class Search and Enroll** and select the appropriate term.



Search for the class by typing in the subject and catalog information, class name, or class number.



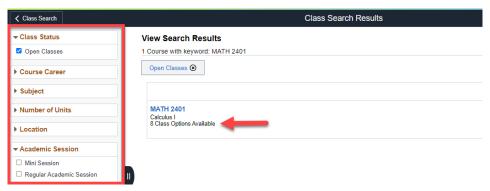
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Registration Guide

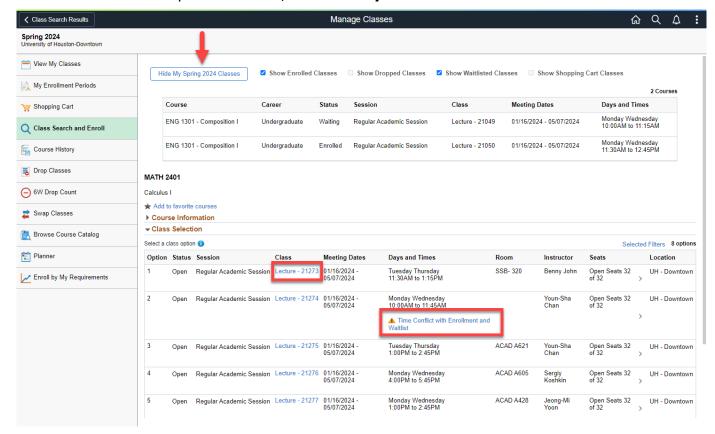
Select options from the filter menu if needed. You can filter by class status, instruction mode, meeting days, etc.



Review the class offerings and select your desired course. If you wish to view more class details such as prerequisites requirements, textbook list, instruction mode, etc. select the link under the **Class** column.

*Note: If a course conflicts with a currently enrolled course or a waitlisted course, a message will display for that course.

If you need to review your enrolled, waitlisted, or shopping cart courses, select the **View My Classes** button at the top. To hide them, click **Hide My Classes**.



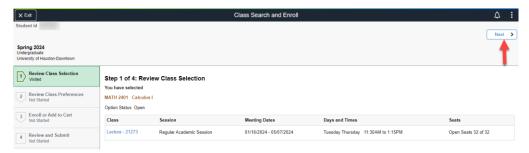
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Review the class section information and select **Next**.



Review class preferences. If you want to be added to the waitlist if the class is full, toggle to **Yes** and select **Accept**.

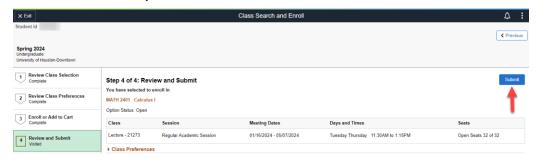


Indicate if you want to Enroll or if you only wish to Add to Shopping Cart. Select Next.

*Note: Adding a class to your shopping cart does not enroll you or add you to the waitlist. You can add as many courses as you would like to the shopping cart.



Review and **Submit** when ready.



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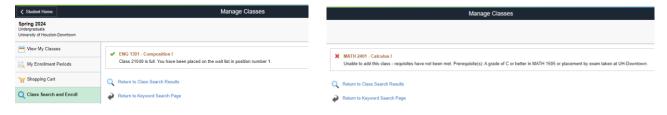
REGISTRATION SERVICES



Registration Guide

The confirmation page will display the enrollment status.

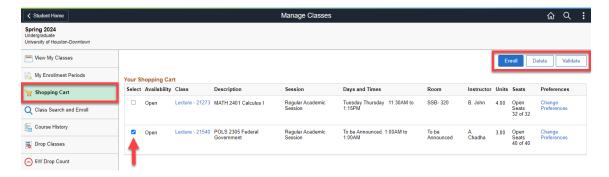
*Note: If you requested to be added to a waitlist, the confirmation screen will display your waitlist position.



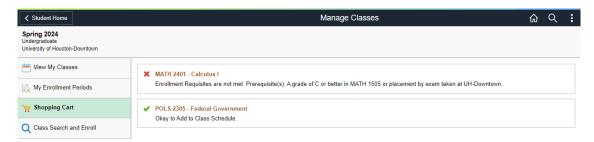
Add courses to Shopping Cart

If you added courses to your shopping cart, select **Shopping Cart** from the left-hand menu in the **Manage Classes** tile.

Check the box next to the course(s) you wish to **Enroll**, **Delete**, or **Validate**.



*Note: The Validate option will alert you if you are not eligible to enroll in the course.



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