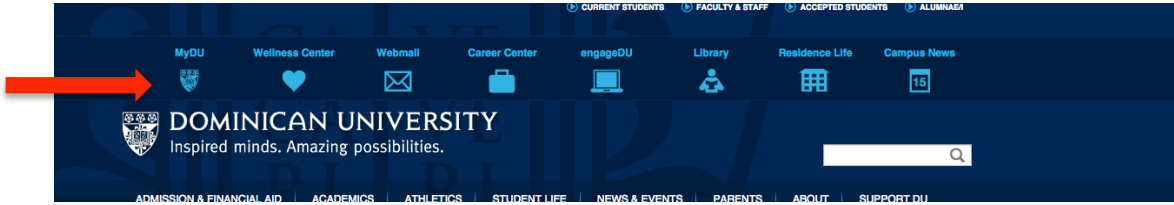


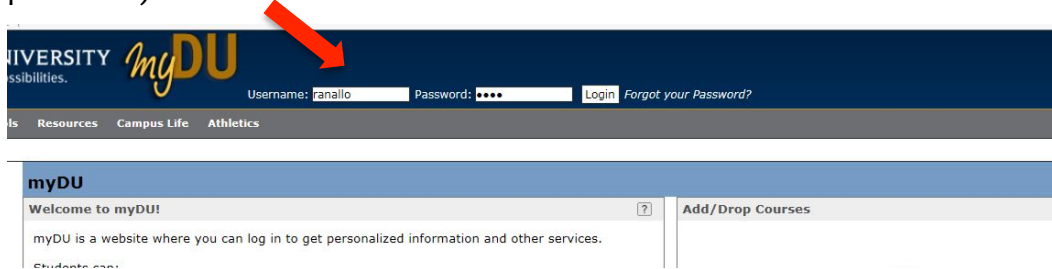
# How to register for courses online

**Step 1:** Go to [www.dom.edu](http://www.dom.edu) and click on “current students” along the top menu bar

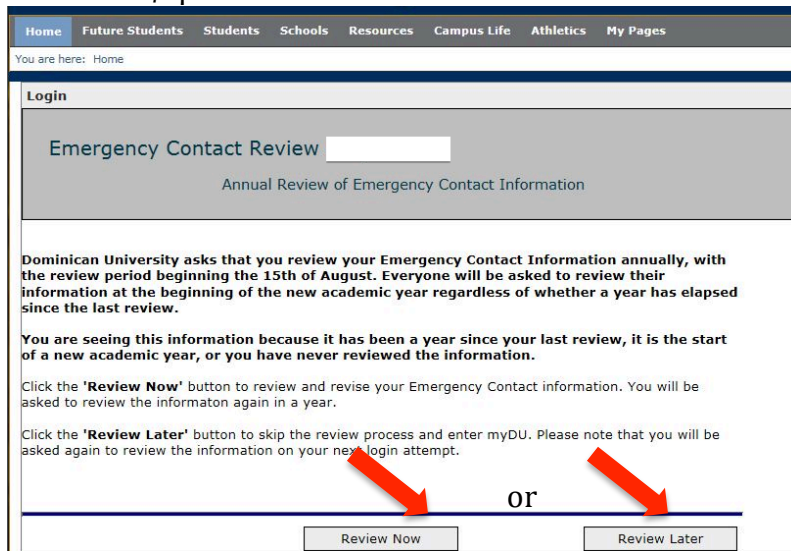
**Step 2:** Click on the “myDU” icon



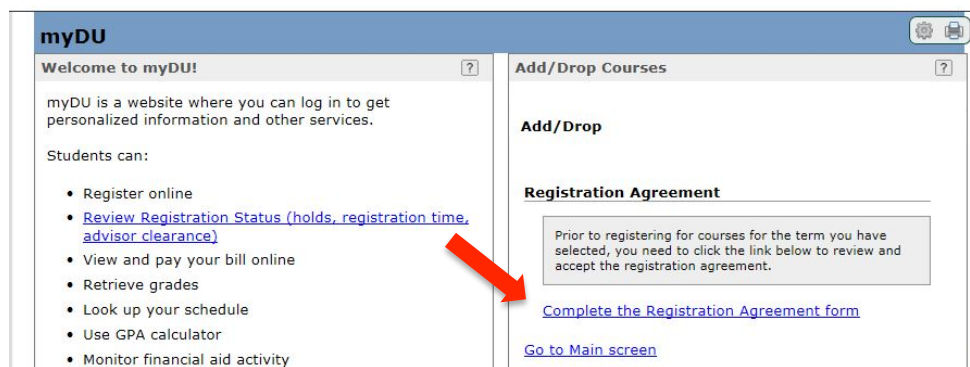
**Step 3:** Login using your DU username and password (same as your Canvas username and password)



**Step 4:** You will see a screen that asks you to review your emergency contact information. You can review/update it now or choose “review later.” You must pick one before moving on.



**Step 5:** Next, choose “complete the registration agreement.” Click “submit” after you have agreed to the conditions.



I understand that information about my rights under FERPA is available by following this [link](#), and I further understand that this serves as my annual notification of my rights as required by FERPA.

#### ENROLLMENT AND WAITLISTS

I understand that I can register for no more than one section of a course. If I register in advance for more than one semester (e.g. summer and fall), this restriction applies across semesters (if registered in one section of ENGL 102 in the fall semester, I may not also be registered for a section of ENGL 102 in the fall semester).

I agree to abide by the [Waitlist policy](#) and acknowledge that the policy allows me to waitlist for no more than one section of a course in a given term. I further understand that:

- I can be enrolled in no more than one section of a course and on the waitlist for no more than one other section (if I am registered in advance for more than one semester, this restriction applies across semesters)
- for LAS seminars, this rule applies to the entire level (e.g. I can register for one 200-level seminar and for no more than one other 200-level seminar)
- if I am on the waitlist for a section of a course that is in a cross-listed relationship with other course sections, I may not also add myself to the waitlist of one of those cross-listed course sections
- this restriction does not apply to variable topics courses – different courses that use the same numbers are designated as such in the course description

I also acknowledge that if I am waitlisted for more than one section of a course (as outlined above), I will be removed from the waitlist(s) of all but the last (i.e. most recent) section for which I waitlisted.

I understand that it is my responsibility to monitor my Dominican email account for questions from the Office of the Registrar regarding my schedule and for information on whether I have been enrolled into a section from the waitlist.

To accept the conditions stated, select the 'Yes' radio button and click the Save button.

1. I accept these conditions.  Yes  No

\*Required

**Step 6:** Next, choose “add/drop courses”

UNIVERSITY myDU  
Welcome back Ms. Deb Ann Ranallo ( Personal Info | Logout )  
Students Faculty Advisors Schools Resources Campus Life Athletics My Pages  
myDU  
Welcome to myDU!  
myDU is a website where you can log in to get personalized information and other services.  
Students can:  
• Register online  
• Review Registration Status (holds, registration time, advisor clearance)  
• View and pay your bill online  
• Retrieve grades  
• Look up your schedule  
• Use GPA calculator  
• Monitor financial aid activity  
• Search for classes  
Add/Drop Courses  
Admin this portlet  
Current Term: Fall 2015-2016  
Add Period Open / Drop Period Open  
Holds: Hard-copy transcript  
Add/Drop Courses  
Course Search

**Step 7:** Choose the term you wish to register for from the drop down menu and enter course code “EDU” in the box and click the search button. All courses offered in your program for that term will appear.

myDU  
Add/Drop Courses - Add/Drop Courses  
Add/Drop > Add/Drop Courses  
Add/Drop  
Admin this portlet  
Term: Fall 2015-2016  
Add Period Open / Drop Period Open  
You are currently registered for 0 credits.  
Holds  
Hold Type Begin Date  
CT - Hard-copy transcript Registration warning 3/26/2015  
Course Search  
Title: Begins With  
Course Code: Begins With EDU  
Term: Fall 2015-2016  
Department: All  
Search More Search Options

**Step 8:** Click on the “Add” box(es) for the course(s) for which you want to register.

myDU  
Add/Drop Courses - Results

Search Term: Fall 2015-2016 Division: All Search

Add	Textbooks	Course Code	Name	Faculty	Seats Open	Status	Schedule	Credits	Begin Date	End Date
<input type="checkbox"/>		<a href="#">EDU 651 97</a>	MTD AND MAT TCHG ESL	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 651 98</a>	MTD AND MAT TCHG ESL	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 651 99</a>	MTD AND MAT TCHG ESL	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 653 50</a>	METH/MATL TCH BILNGL	Assigned, Not	27/30	Open	W 5:30 PM-8:30 PM; Off Campus	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 653 99</a>	METH/MATL TCH BILNGL	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 654 98</a>	ASSESS ENGL LANG LEARNERS	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 654 99</a>	ASSESS ENGL LANG LEARNERS	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 655 99</a>	LANGUAGE AND CULTURE	Assigned, Not	30/30	Open	ON-LINE; Online	3.00	8/31/2015	12/19/2015
<input type="checkbox"/>		<a href="#">EDU 656 50</a>	LINGUISTICS	Vinci-	28/30	Open	Hvbrid Course	3.00	8/31/2015	12/19/2015

**Step 9:** After you’ve selected your courses, click the “Add Courses” button at the bottom.

S 9:00 AM-2:00 PM; Main Campus

**Add Courses**

ED - ED | [ED - ED](#) | [ED - ED](#) | [ED - ED](#) | [ED - ED](#) | [ED - ED](#) [Next Page -->](#)

**Step 10:** Finally, you will see a screen that says you have successfully registered for the selected courses. Your schedule will also appear on the login screen on myDU.

Term: Fall 2015-2016

Add Period Open / Drop Period Open

You are currently registered for **3 credits**.

Holds	Hold	Type	Begin Date	Expiration
CT -	Hard-copy transcript	Registration warning	3/26/2015	N/A

Messages

LIS 722 01 - Successfully added with warnings: Student has Registration Warnings: (Hard-copy transcript), The course division of GR is not the same as the student's Current Division of G2

Course Search

Your Schedule (Registered)						
Drop	Code	Title	Schedule	Location	Credits	Credit Type
<input type="checkbox"/>	<a href="#">LIS 722 01</a>	LIB MATS FOR YNG ADULTS	F 1:00 PM - 4:00	Main Campus	3.00	Letter Grade

Drop Selected Courses

Students

All My Courses

Current Courses

Course Schedules

Add/Drop

Admin this partlet

Current Term: Fall 2015-2016

Add Period Open / Drop Period Open

Holds: Hard-copy transcript

Your Schedule (Registered)

Course	Title	Status
<a href="#">LIS 722 01</a>	LIB MATS FOR YNG ADULTS	Current

Academic Information

MULTIPLE GRADUATE 2

Registration Readiness

Are you ready to register for classes?

Before you start adding courses, click [here](#) to see if you have any holds that prevent registration, when you are able to register for future terms, and whether or not you need to be cleared by your advisor to register online (you must be logged in to myDU to view your information).

Course Needs/Degree Audit

Setup

Ms. Deb Ann Ranallo

Requirements Summary	Status
School Library Media Only	Not Met
Master of Lib & Info Sci	Met
MLIS Total Credits	Met

Click [here](#) to view the course needs for Ms. Deb Ann Ranallo

Major Exploration and What If Scenarios

Setup