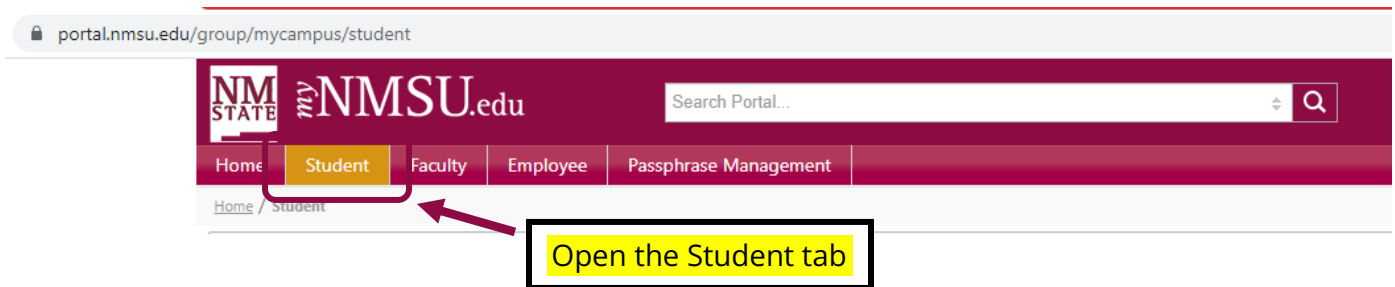




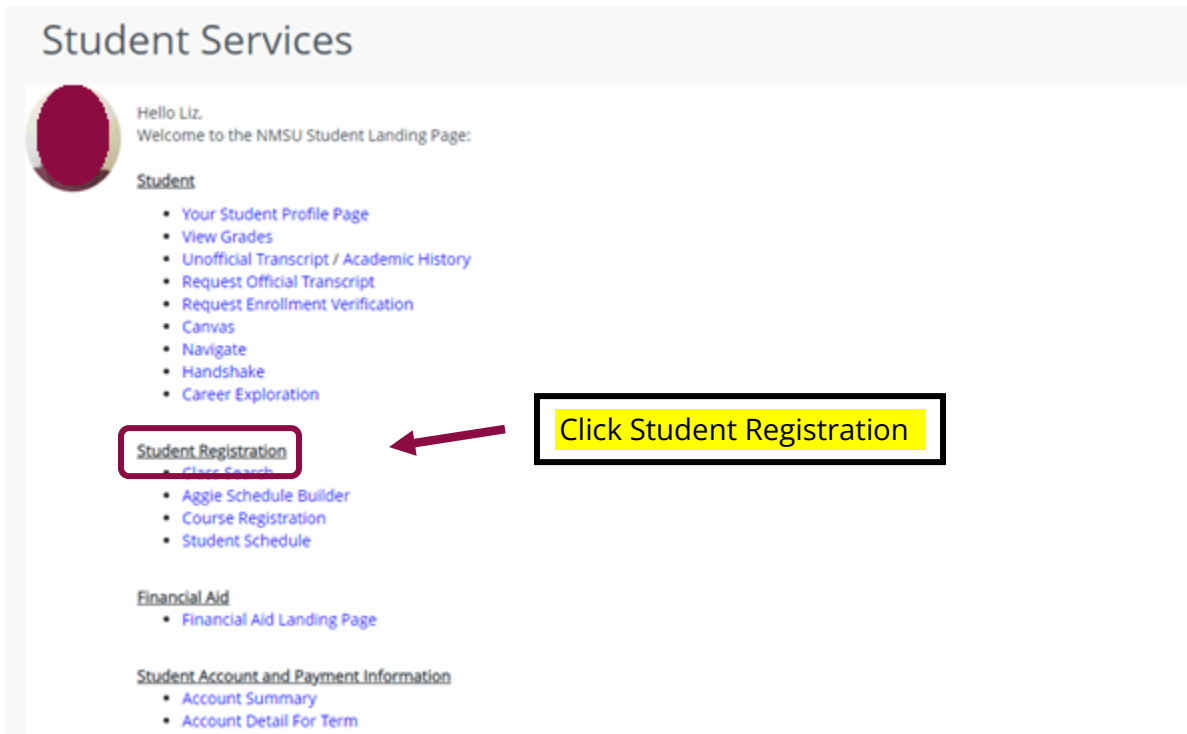
BANNER 9 STUDENT SELF-SERVICE NAVIGATION

BANNER 9 STUDENT REGISTRATION

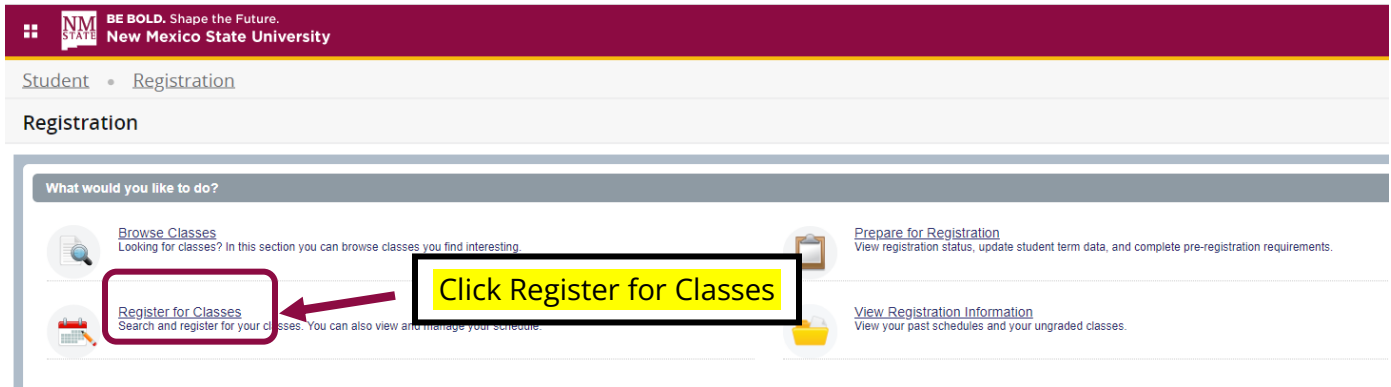
Start the registration process by signing in to [my.NMSU](https://my.nmsu.edu). From the home page select the “**Student**” tab.



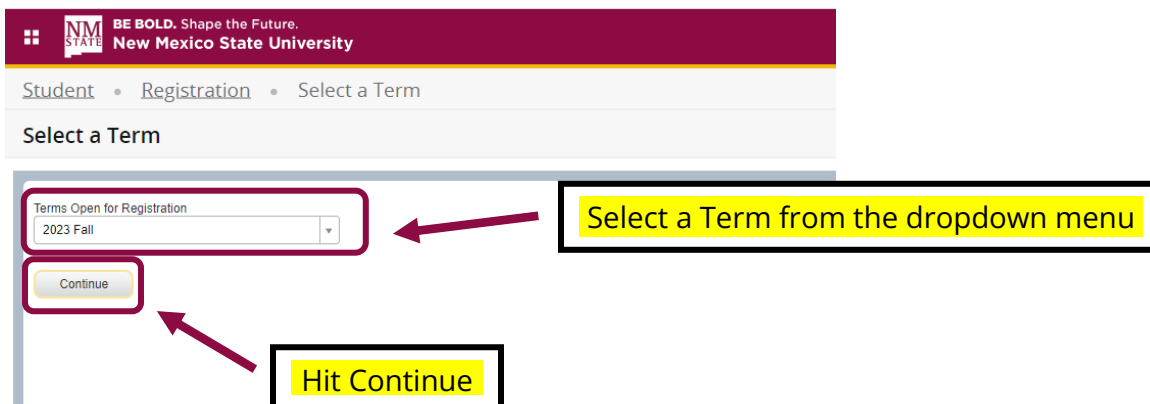
The Student Services Dashboard opens. Under the Student Records section, click “**Student Registration**”. This will allow you to browse and register for classes, as well as browse the course catalog.



The Registration page opens where you can browse classes, prepare for registration, register for classes, and view registration information. Select **“Register for Classes”**.



The Select a Term page opens. You are prompted to select the term from the dropdown menu. Select the term and hit **“Continue”**.



The Register for Classes page opens on the **“Find Classes”** tab. There are three areas on the page.

1. The **Search Criteria** area is where you can enter information in the "Subject", "Course Number", "Part OF Term", and "Schedule Type" fields to find classes.
2. The **Schedule** area is where the class times and day of the week are listed for the courses you have selected.
3. The **Summary** area is where the list of classes you have selected and the registration status details are displayed.



BANNER 9 STUDENT SELF-SERVICE NAVIGATION

Also, if you know the CRNs for the class you want to take select the “CRNs” tab.

The screenshot shows the Banner 9 Register for Classes interface. Annotations include:

- Open CRNs tab to search with a CRN number**: Points to the 'Enter CRNs' tab.
- Search Criteria area**: Points to the search form fields.
- Course Summary area**: Points to the 'Summary' tab.
- Schedule details area**: Points to the 'Schedule' tab.
- Registration status**: Points to the 'Registered' status in the course list.

Title	Details	Hours	CRN	Schedule Type	Status	Action
ACAD & PERSONAL EFFECT...	FYEX 1132, M73	2	47378	Online no Synchr.	Registered	None
Badminton	PHED 1230, M30	1	64554	Classroom / Lect...	Registered	None
Introduction to Women, Gend...	GNDP 2110G, M78	3	68282	Online no Synchr.	Registered	None

To register for a class, fill in search criteria and hit the “**Search**” button. Remember to select the campus you are admitted to. The more fields you enter, the better the search results will be.

NOTE: When searching for classes you can find additional search options by opening the **Advanced Search** link.

The close-up screenshot shows the search criteria form with annotations:

- Enter the search criterial here**: Points to the search form fields.
- Click on Search**: Points to the 'Search' button.
- Click here to get additional search criteria**: Points to the 'Advanced Search' link.

The search results will generate a list of courses with information including the Title, Subject, Course Number, etc. To add a course to your list, click the **"Add"** button for the course.

Title	Subject	Course Number	Section	Hours	CRN	Instructor	Meeting Times	Status	Linked Sections	Add
Badminton Classroom / Lecture	PHED	1230	M30	1	64554	James Firmoong (Primary)	S M W T F S 09:00 AM - 10:15 AM Type: Class Building: J...	8 of 15 seats remain. 99 of 99 waitlist seats re...		Add
Beginning Rock Climbing Classroom / Lecture	PHED	1230	M31	1	67576	Victoria Smith (Primary)	S M W T F S 09:00 AM - 10:15 AM Type: Class Building: J...	2 of 20 seats remain. 99 of 99 waitlist seats re...		Add
Beginning Basketball Classroom / Lecture	PHED	1290	M30	1	64558	Pin-Chan Lin (Primary)	S M W T F S 09:00 AM - 10:15 AM Type: Class Building: J...	13 of 30 seats remain. 99 of 99 waitlist seats re...		Add
Racquetball Classroom / Lecture	PHED	1290	M31	1	64556	James Firmoong (Primary)	S M W T F S 09:00 AM - 10:15 AM Type: Class Building: J...	6 of 16 seats remain. 99 of 99 waitlist seats re...		Add
Yoga: Classroom / Lecture	PHED	1410	M30	1	66444	Anne Marie Pennies (Primary)	S M W T F S 09:00 AM - 10:15 AM Type: Class Building: J...	FULL: 0 of 25 seats 98 of 99 waitlist seat		Add

If you want to learn more about a course click on the **"Title"**. A popup opens where you can learn more by selecting from various information tabs, such as the Course Description tab.

Class Details for Weight Training for Women PHED-PHYSICAL EDUCATION 1510 M31

Term: 202340 | CRN: 60697

Course Description

Individual sections vary based on topic content; "audience"; type or level of participation. May be repeated up to 6 credits.

Class Details for Weight Training for Women PHED-PHYSICAL EDUCATION 1510 M31

Term: 202340 | CRN: 60697

Class Details

Associated Term: 2023 Fall
CRN: 60697
Campus: NMSU - Las Cruces (Main)
Schedule Type: Classroom / Lecture
Instructional Method: Traditional
Section Number: M31
Subject: PHED-PHYSICAL EDUCATION
Course Number: 1510
Title: Weight Training for Women
Credit Hours: 1
Grade Mode: No Section specified grade mode, please see Catalog link below for more information.

If you add a class to your list, it will show up on your schedule (bottom left side of the page). This allows you to see how it fits into your schedule. Here you can see that the Weight Training for Women was added to your list. It will stay greyed out until you finalize the registration.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am			<i>Weight Training for Women</i>		<i>Weight Training for Women</i>		
9am			✓ Badminton		✓ Badminton		
10am							
11am							

You will also find the course in the Summary section (bottom right side of the page). Weight Training for Women, PHED 1510 course is in a Pending status and the font is in italicized. **You are not yet registered.**

To register for the course, open the Action dropdown menu and select "Web Registered". Then click on **"Submit"** on the bottom right side of the screen.

Title	Details	Hours	CRN	Schedule Type	Status	Action
<i>Weight Training for Women</i>	<i>PHED 1510, M31</i>	1	60697	Classroom / Lect...	<i>Pending</i>	<i>Web Registered</i>
ACAD & PERSONAL EFFECT...	FYEX 1132, M73	2	47378	Online no Synchr...	Registered	None
Badminton	PHED 1230, M30	1	64554	Classroom / Lect...	Registered	None
Introduction to Women_Gend...	GNDR 2110G, M78	3	68282	Online no Synchr...	Registered	None

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 18

