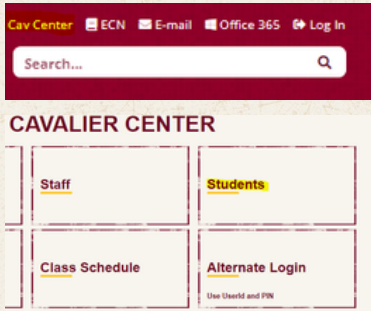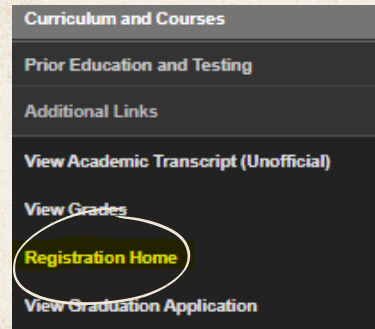# WALSH UNIVERSITY

How to Register for Classes using the Search Option

1. Login to the MyWalsh Student Portal

- Click on **Cav Center** in the top right corner
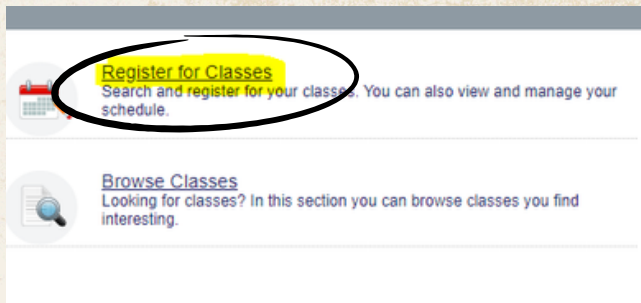- Click on **Students** tile

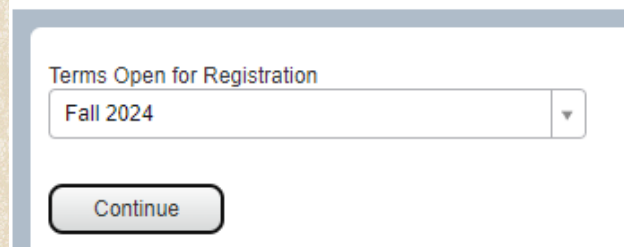### 2. Click on Registration Home on your Student Profile Page

3. Click Register for Classes

- Search and register for classes
- You can view and manage your schedule on this page
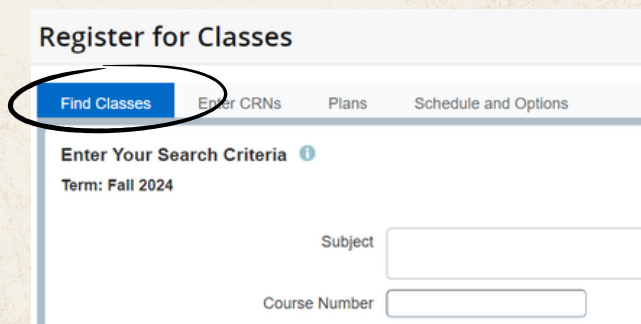
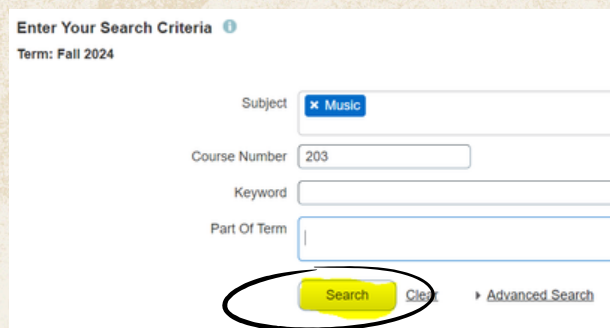### 4. Select the Proper Term for Registration

5. Toggle to the Find Classes Tab

- You can create up to 5 registration plans per term

6. Enter Search Criteria

- Filter by subject, course number, keyword, part of term, etc.

7. View Course Offerings

- Note the course title, subject, number, section, credit hours, instructor, meeting times, course location, etc.

Register for Classes

Find Classes | Enter CRNs | Plans | Schedule and Options

Search Results — 13 Classes
Term: Fall 2024   Subject: Music

Title	Subject/De	Course Num	Sectio	Hours	CRN	Term	Instructor	Meeting Times	Camp	Status	Schedule
T1:FD:DV:History of Blues&Jazz	Music	203	B	3	11797	F...	Staff, TBA (Primary)	S M T W T F S 09:50 AM - 11:30 AM T M...	29 of 30...	Lectur...
Voice	Music	055	A	1	11913	F...	Cooper, Gerald (P...	S M T W T F S - Type: Class Buildin M...	10 of 10...	Lectur...
T1:FD: Music and The Movies	Music	211	A	3	11914	F...	Roblee, Thomas (...	S M T W T F S 11:40 AM - 01:20 PM T M...	30 of 30...	Lectur...

8. Click the Add button to add classes to your schedule

- To search for a different course, select the Search Again button

Search Again

Fall 2...	Staff, T...	S M	D...	25 of 25 seats ...	ON-LINE C...	Add
Fall 2...	Staff, T...	S M	D...	25 of 25 seats ...	ON-LINE C...	Add

Records: 13

9. Make sure to click Submit to complete your registration!

Summary   Tuition and Fees

Title	Details	Hour	CRN	Schedule Typ	Status	Action
Mass Communicati...	COM 210, A	3	11906	Lecture (In...	Pending	**Web Registered**
T1:FD:DV:History of...	MUS 203, B	3	11797	Lecture (In...	Pending	**Web Registered**

Total Hours | Registered: 9 | Billing: 9 | CEU: 0 | Min: 0 | Max: 999,999.999

Submit

10. To confirm you are registered, make sure the course status says Registered

Summary   Tuition and Fees

Title	Details	Hour	CRN	Schedule Typ	Status	Action
Mass Communicati...	COM 210, A	3	11906	Lecture (I...	Registered	**Web Registered**
T1:FD:DV:History of...	MUS 203, B	3	11797	Lecture (In...	Registered	None

Total Hours | Registered: 12 | Billing: 12 | CEU: 0 | Min: 0 | Max: 999,999.999

Submit

WALSH UNIVERSITY
EDUCATION FOR LIFE