## **EASTERN** MICHIGAN UNIVERSITY

## FRANCINE PARKER ADVISING CENTER

## **Registration Steps**

- 1. Go To MY.EMICH.EDU and login with NETID
- 2. Click 'Student' tab
- 3. Click 'Registration'
- 4. Click 'Look-Up Class' and 'Select Term'
- 5. Scroll to bottom of worksheet and click 'Class Search'
- 6. Select subject of class and click 'Course Search'
- 7. Locate desired class and click 'View Sections'



8. Click on the checkbox and scroll down to 'Register' (If there is a 'C' instead of check box then the class is full and you are unable to register for it)

- Be careful not to schedule classes with overlapping times
- Double check classroom locations before classes begin
- CRN's for classes with labs and lectures must be added to worksheet and submitted at the same time