

How Do I Register for Classes Online?

For a short 5-min. video on how to register, go to www.byuh.edu>Academics>Academic Advisement> How to register for classes?

To Access Your Student Center

1. Go To: www.byuh.edu
2. Click on **mybyuh** tab
3. Enter CES Net ID and Password
4. Click on the Student tab
5. Click on Student Center

When Can I begin registering?

1. In student center on right is Enrollment Dates
2. Click Details
3. Click the button beside the term
4. This gives the exact time and day you can begin registering for any term or semester

Online Registration

1. To see existing class schedule, click on Enroll pick the term desired.
2. To drop a class, click on Drop at the top of the screen.
3. To register for new classes, click on Enroll
 - a. Select the term/semester, click green Change button
 - b. To select classes, click green Search button
 - c. Select a course subject (course number may be used, but not necessary.) Hit search.
 - i. **Open** Classes **green circle** ●
 - ii. **Waitlisted** classes **yellow triangle** ▲
 - iii. **Closed** classes **blue box** ■
4. Once you have found your class, click Select Class
 - a. NOTE: to register for classes is a three step process. DO NOT stop here because you will not be registered for the class.
5. After selecting your class, click on NEXT
 - a. NOTE: if the class is on “waitlist”, you must select **waitlist** before clicking next or you will not be put on the waitlist.
6. The selected class will be added to your **Enrollment Shopping Cart**. You can either continue to look for classes or finish enrolling.
7. To finish enrolling, click Proceed to Step 2 of 3
8. Confirm your classes
9. Click on Finish Enrolling
10. This is where your registration results will show. If you are registered for the class a green “✓” will be next to the class. If you are unable to register there will be a red “X” in the status box. Read the error message to know what needs to be done to **fix the problem**.