COURSE REGISTRATION

TERRA STATE COMMUNITY COLLEGE

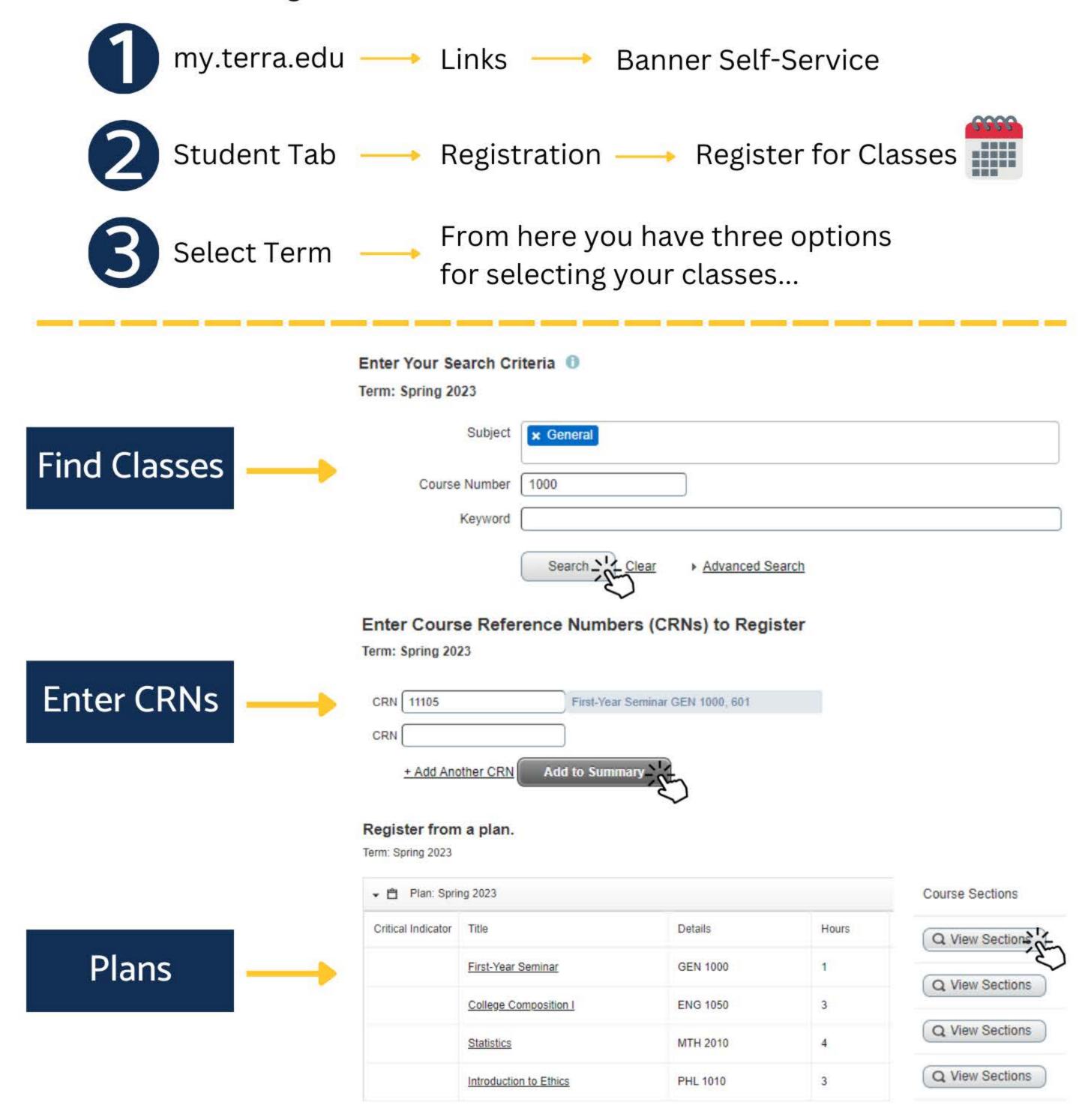**As a student,** you are responsible for adding and dropping courses each semester. We recommend that you meet with your Academic Advisor at least once a semester to develop and review your plan to ensure you stay on track for graduation. Please see below for instructions on how to register for courses at Terra State.

1 my.terra.edu → Links → Banner Self-Service

2 Student Tab → Registration → Register for Classes

3 Select Term → From here you have three options for selecting your classes...

Find Classes →

Enter Your Search Criteria ⓘ
Term: Spring 2023

Subject	✕ General
Course Number	1000
Keyword	

Search ⚲ Clear ▸ Advanced Search

Enter CRNs →

Enter Course Reference Numbers (CRNs) to Register
Term: Spring 2023

CRN 11105 — First-Year Seminar GEN 1000, 601
CRN

+ Add Another CRN   Add to Summary

Plans →

Register from a plan.
Term: Spring 2023

▾ 📅 Plan: Spring 2023   Course Sections

Critical Indicator	Title	Details	Hours	
	First-Year Seminar	GEN 1000	1	🔍 View Sections
	College Composition I	ENG 1050	3	🔍 View Sections
	Statistics	MTH 2010	4	🔍 View Sections
	Introduction to Ethics	PHL 1010	3	🔍 View Sections

COURSE REGISTRATION CONTINUED...

TERRA STATE COMMUNITY COLLEGE

After adding a course to your schedule, two blocks will appear at the bottom of the page...

Schedule

Block schedule for visualizing your course schedule. Pending courses will appear in grey and once registered for successfully, courses will appear in color.

Class Schedule for Spring 2023						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Fri
9am						
			College Composition I		College Composition I	
10am						
11am						
12pm						
			Introduction to Ethics		Introduction to Ethics	
1pm						

Summary

Think of this as your shopping cart. Each course you add will appear here with a grey *Pending* status. After confirming the course selection, hit submit in the bottom right-hand corner.

Summary

Title	Details	Hour	CRN	Schedule Type	Status	Action	
Introduction to Ethics	PHL 1010, ...	3	10305	Lecture	Pending	**Web Registered**	▾
Statistics	MTH 2010, ...	4	10625	Lecture	Pending	**Web Registered**	▾
College Composition I	ENG 1050, ...	3	11109	Lecture	Pending	**Web Registered**	▾
First-Year Seminar	GEN 1000, ...	1	10661	Lecture	Pending	**Web Registered**	▾

Submit

Successful

When courses are successfully registered for, the course will appear in the Summary Block with a green *Registered* status. Course details can be found on your semester schedule and Student Profile in Banner-Self Service.

Errors

If you encounter an error while registering for courses, a red *Error* box will appear in the upper right-hand corner and next to the course in the Status column of the Summary Block. Please contact your advisor for assistance.