

# How To Register

1. Navigate to the **OneStart** page, <http://onestart.iu.edu>; Click the **login** button.
2. Log in user your **Username** and **Passphrase**.
3. Click on **Go To Student Center**, which is in red and underlined.

The screenshot shows the OneStart Student Self-Service interface. The top navigation bar includes 'Campus', 'Services', 'Notifications (1)', 'My Groups', and 'My Zone'. The main content area is titled 'Services > Student Self-Service'. On the left, there is a sidebar with various service categories. The main content area is divided into two panels: 'Student Center' and 'Student Information Snapshot'. The 'Student Center' panel features a red 'SIS' logo and a red, underlined link 'Go to Student Center'. A red arrow points to this link. Below the link, there are instructions for registering, dropping, or adding classes. The 'Student Information Snapshot' panel shows 'Class Schedule - Summer 2009' and 'Holds on My Record'.

4. Click on **Register Drop & Add**.

The screenshot shows the OneStart Academics section. The 'Academics' header is expanded, revealing a list of links. The 'Register & Drop/Add' link is highlighted in red and underlined. A red arrow points to this link. To the right of the links, there is a 'SEARCH FOR CLASSES' button. Below the links, there are two informational boxes: one stating 'See Class Schedule Details link for information on past, current or future course enrollment.' and another stating 'You have no outstanding charges.' The right sidebar contains sections for 'Holds', 'To Do List', 'Enrollment Dates', and 'Advisor'.

5. Select the term for which you wish to register, then click continue.(fall, spring, or summer)

#### Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	Summer 2009	Graduate	South Bend
<input type="radio"/>	Fall 2009	Graduate	South Bend

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6. Confirm/update your **Address**. If no changes are needed you can click **continue**.

#### Addresses

Important University information is sent throughout the semester by either IU e-mail or the US Postal Service.

View, add, change or delete your address(es) used by Indiana University and IUPUI.

Address Type	Address	
Home		<input type="button" value="edit"/>
IU Office		
Stdnt Home	9	<input type="button" value="edit"/>

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7. Choose any **Optional Selections.** (Parking)

**IUSB Optional Services**

**Instructions**

1. Check all of your desired selections.
2. When you're done, press Next. If you don't want any Optional Services, click Next without selecting a service.

Charges for services selected will appear on your bursar bill.

If the item(s) of interest is grayed out, this term's options are no longer available here. Click on the "More Info" link(s) below to find out about other purchase opportunities.

Fee	Amount	Amount per unit	More Info	Select
PARKING	0.00	5.70	More Info	<input type="checkbox"/>

Student Center

8. You will reach the area where you can either search for the desired class or input the class number.
- a. If you search for the class input the Course Subject and click search.
  - b. If you input the class number, click enter.

[my class schedule](#) || [add](#) || [drop](#) || [swap](#) || [edit](#)

**Add Classes**

1. **Select classes to add**

To select classes, enter a class number in the entry box and hit enter, or select the Class Search or My Planner and click on the "Search" button.

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**Add to Cart:**

Enter Class Number

**Find Classes**

Class Search

My Planner

9. You will then need to click **select class.**



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▼ **LBST-D 503 - SCIENCE SEMINAR**

Class Nbr	Class Type	Session	Units	Component	Status	Avail	Wait	details
28263	★ Enrollment	Regular	3	Lecture	<span style="color: green;">●</span>	12	0	<a href="#">select class</a>
Days & Times		Room	Instructor	Meeting Dates				
Tu 7:00PM - 9:30PM		Northside Hall (NS) 300	Henry Scott	08/31/2009 - 12/19/2009				

10. Click **Enroll Now**.

### Enrollment Preview

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#### LBST-D 510 - INTRO TO GRAD LIBERAL STUDIES

[START NEW SEARCH](#)

[ENROLL NOW](#)



Open  Closed

Class Nbr	Component	Days & Times	Room	Instructor	Start/End Date	Status	Units	WaitList?
24235	Lecture	Th 7:00PM - 9:30PM	Wiekamp Hall (DW) 3160	Kenneth Smith	08/31/2009 - 12/19/2009	<input checked="" type="radio"/>	3.00	<input type="checkbox"/>

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11. Click **Finish Enrolling**.

### Add Classes

#### 2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

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Open  Closed

Class	Description	Days/Times	Room	Instructor	Units	Status
LBST-D 510 (24235)	INTRO TO GRAD LIBERAL STUDIES (Lecture)	Th 7:00PM - 9:30PM	Wiekamp Hall (DW) 3160	K. Smith	3.00	<input checked="" type="radio"/>

[CANCEL](#)

[PREVIOUS](#)

[FINISH ENROLLING](#)



[My Class Schedule](#) [Add](#) [Drop](#) [Swap](#) [Edit](#)

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12. Make sure to print a copy of your schedule.
13. Be sure to **log-out** of OneStart and close the browser to protect your privacy.

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