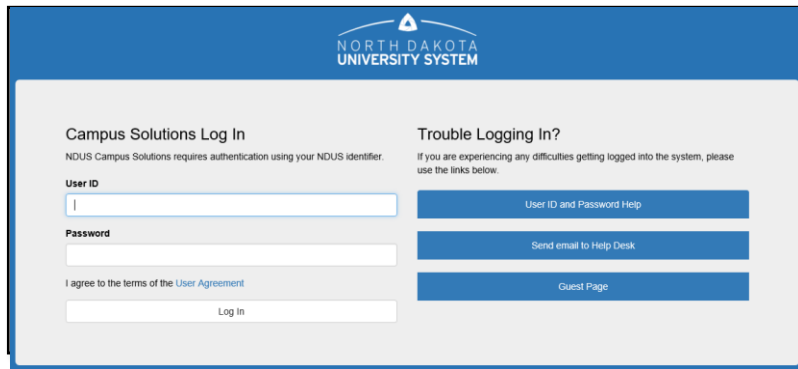


CampusConnection Helpsheet

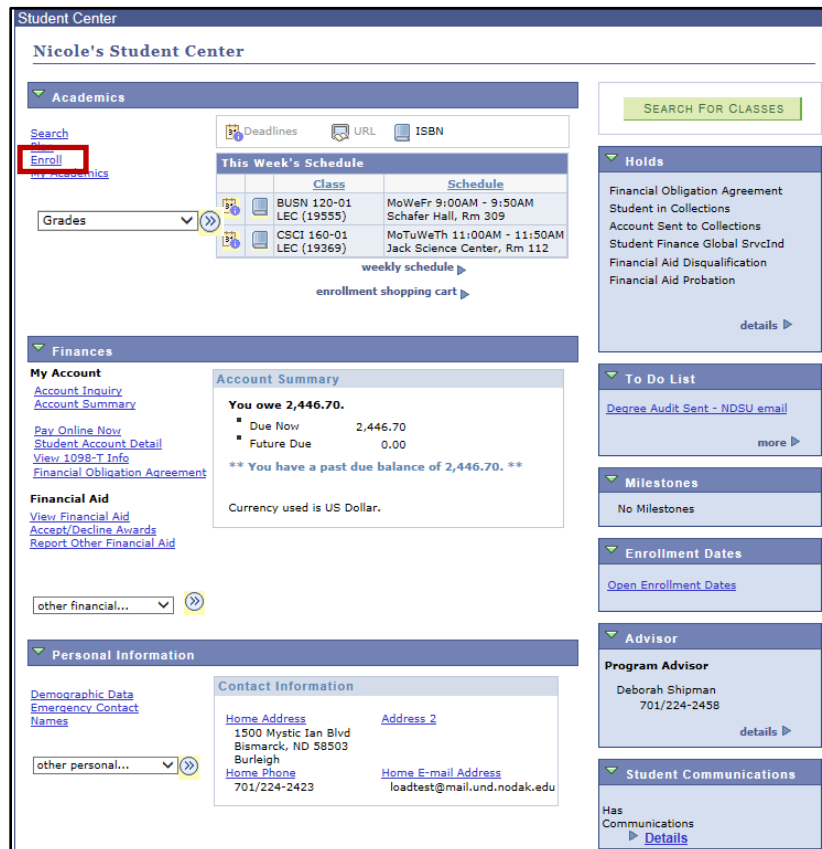
Add a Class using Enroll

1. Access [CampusConnection](#).
2. Enter CampusConnection UserID and Password. Click **[Log In]**.



On your Student Center under Academics:

3. Select **[Enroll]**. If prompted, select appropriate term.



Academics

SEARCH FOR CLASSES

Enroll

Class	Schedule
BUSN 120-01 LEC (19355)	MoWeFr 9:00AM - 9:50AM Schafer Hall, Rm 309
CSCI 160-01 LEC (19369)	MoTuWeTh 11:00AM - 11:50AM Jack Science Center, Rm 112

Finances

My Account

Account Summary

You owe 2,446.70.

- Due Now 2,446.70
- Future Due 0.00

** You have a past due balance of 2,446.70. **

Currency used is US Dollar.

Personal Information

Contact Information

Home Address: 1500 Mystic Ian Blvd, Bismarck, ND 58503, Burleigh

Home Phone: 701/224-2423

Home E-mail Address: loadtest@mail.und.nodak.edu

Holds

- Financial Obligation Agreement
- Student in Collections
- Account Sent to Collections
- Student Finance Global SvcInd
- Financial Aid Disqualification
- Financial Aid Probation

To Do List

- Degree Audit Sent - NDSU email

Milestones

No Milestones

Enrollment Dates

Open Enrollment Dates

Advisor

Program Advisor: Deborah Shipman, 701/224-2458

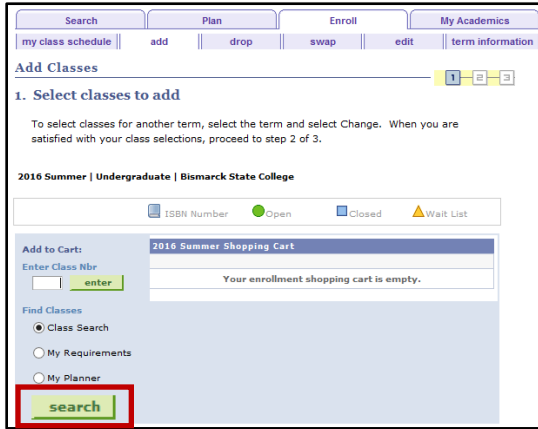
Student Communications

Has Communications

4. Identify the class you would like to add.
There are two different ways to search for classes.

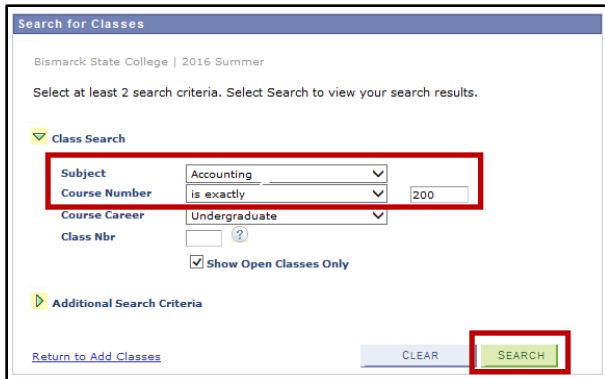
You don't know the 4 or 5-digit class number and need to do a general course search.

A. Click Search



- B. Select the [Subject] from the drop-down menu. Enter [Course Number] if known. Click [Search].

- To search open and closed courses remove the "Show Open Classes Only" check mark.
- Click [Additional Search Criteria] for a detailed search.



- C. Choose the course section you wish to add to your schedule from the search options.

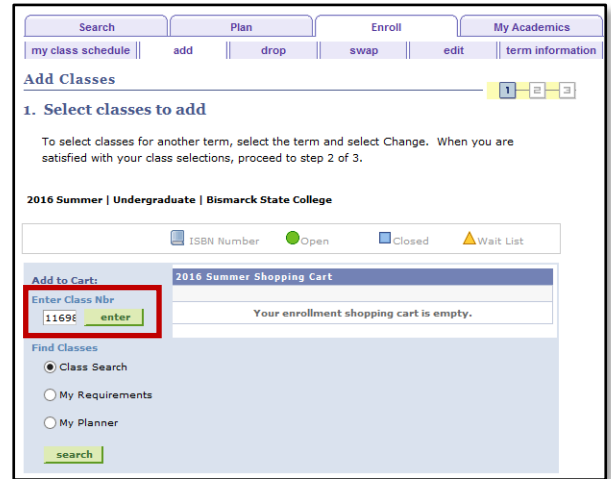
Click [Select].

Class	Section	Days & Times	Room	Instructor	Meeting Dates	ISBN	Status	
11698	01-LEC Regular	TBA	BSC ONLINE	Shirley Wilson	05/16/2016 - 08/05/2016			select
11729	02-LEC Regular	TBA	BSC ONLINE	Shirley Wilson	05/16/2016 - 08/05/2016			select

You do know the class number code and want register using it.

- A. Enter the 4 or 5-digit class number in Class Nbr field.

Click [Enter].



- Once the desired course is identified, click on the **[Next]** button.

This will add the selected course to your shopping cart.

Add Classes

1. Select classes to add - Enrollment Preferences

2016 Summer | Undergraduate | Bismarck State College

ACCT 200 - Elements of Accounting I

Class Preferences

ACCT 200-01 Lecture ● Open Wait List Wait list if class is full

Session Regular Academic Session Grading Graded

Career Undergraduate Units 3.00

CANCEL **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture		BSC ONLINE	Shirley Wilson	05/16/2016 - 08/05/2016

- To add more classes to your shopping cart repeat steps 4 & 5. Do this process until all classes have been selected.

When you are satisfied with your class selections, click **[Proceed to Step 2 of 3]** to complete registration.

Add Classes

1. Select classes to add

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

✔ ACCT 200 has been added to your Shopping Cart.

2016 Summer | Undergraduate | Bismarck State College

ISBN Number ● Open Closed ▲ Wait List

Add to Cart:

Enter Class Nbr:

Delete	Class	Days/Times	Room	Instructor	Units	Status
	ACCT 200-01 (11698)		BSC ONLINE	S. Wilson	3.00	●

Find Classes

Class Search

My Requirements

My Planner

PROCEED TO STEP 2 OF 3

- Confirm that these are the classes you would like to add. Click **[Finish Enrolling]**.

Add Classes

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.


2016 Summer | Undergraduate | Bismarck State College


ISBN Number ● Open Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
ACCT 200-01 (11698)	Elements of Accounting I (Lecture)		BSC ONLINE	S. Wilson	3.00	●

CANCEL PREVIOUS **FINISH ENROLLING**

8. Once the enroll process is complete, review the status report.



Courses added are marked with a 



Courses NOT added are marked with an .

3. View results

View the following status report for enrollment confirmations and errors:

2008 Fall | Undergraduate | Bismarck State College

 Success: enrolled  Error: unable to add class

Class	Message	Status
ACCT 200	Success: This class has been added to your schedule.	
THEA 161	Error: You cannot add this class due to a time conflict with class 22485. Select another class.	


[MY CLASS SCHEDULE](#) [ADD ANOTHER CLASS](#)

Note: CampusConnection will not allow registrations to be processed if:

- Multiple registrations in the same course are attempted
- Time conflicts exist
- Course requirements are not met (Prerequisites)
- A "HOLD" appears your student account

9. Click **[My Class Schedule]** to view.

 Success: enrolled  Error: unable to add class


Class	Message	Status
ACCT 200	Success: This class has been added to your schedule.	
THEA 161	Error: You cannot add this class due to a time conflict with class 22485. Select another class.	


[MY CLASS SCHEDULE](#) [ADD ANOTHER CLASS](#)

Class Schedule Filter Options


Show Enrolled Classes Show Dropped Classes Show Waitlisted Classes [filter](#)


ACCT 200 - Elements of Accounting I

Status	Units	Grading	Grade	Deadlines
Enrolled	3.00	Graded		

Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date	ISBN
11698	01	Lecture		BSC ONLINE	Shirley Wilson	05/16/2016 - 08/05/2016	

MATH 210 - Elementary Statistics

Status	Units	Grading	Grade	Deadlines
Enrolled	3.00	Graded		

Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date	ISBN
11691	01	Lecture	MoTuWeTh 10:00AM - 11:15AM	Jack Science Center, Rm 127	Michael Kern	06/06/2016 - 07/31/2016	

[Printer Friendly Page](#)

Class Schedule