

Students

How to Add/Drop Courses

Adding and Dropping of Courses is available at the beginning of each new term. Add/Drop dates are determined by the Office of the Registrar.

To Add/Drop courses from your schedule, log in to student.smumn.edu

Under the "My Student Portal" tab select "Registration"

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Select the term and hit "Confirm"

**Make sure that the correct TERM is selected when you log in. Example: FA20 College = Fall of 2020 on the Winona Campus

At the top of this screen you will see your current schedule. **To Drop a course**, select the checkbox next to the course. To cancel use the button in the upper left.

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To ADD a course: Scroll to the bottom then use the search bar to find courses. Click the "Add" button to add the course to your schedule.

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**Pre-requisites, time conflicts, and course seats are displayed in place of the "Add" button.

After "Add" is clicked the course will be put into your registration.

After all courses are added to your cart, select "Review Registration" to review.

Review Registration

Courses

	Status	Course Number	Course Name	Credits	Start Date	End Date
Remove	Pending	E365-A	RECENT PRIZE-WINNING FICTION	3	5/17/2021	7/16/2021

To complete your registration, select the "Complete Registration" button to finalize.

Complete Registration

Courses

	Status	Course Number	Course Name	Credits	Start Date	End Date
Remove	Pending	E365-A	RECENT PRIZE-WINNING FICTION	3	5/17/2021	7/16/2021

**Registration may take 5-10 minutes until the classes are shown on your schedule.

**for issues with Pre-Reqs please contact the registrar.

Under Graduate: 507-457-6655 or 877-304-4273

Graduate: 612-238-4566 or 866-437-2788

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