OFFICE OF THE **REGISTRAR**   **ILLINOIS TECH**

Student Self-Service Registration

The Student Self-Service application in Banner 9 allows students to view registration information in one location.

Table of Contents *(click links to go to section)*

BANNER 9 SELF-SERVICE NAVIGATION

You can access the Registration Dashboard through your myIIT portal on the Welcome tab.

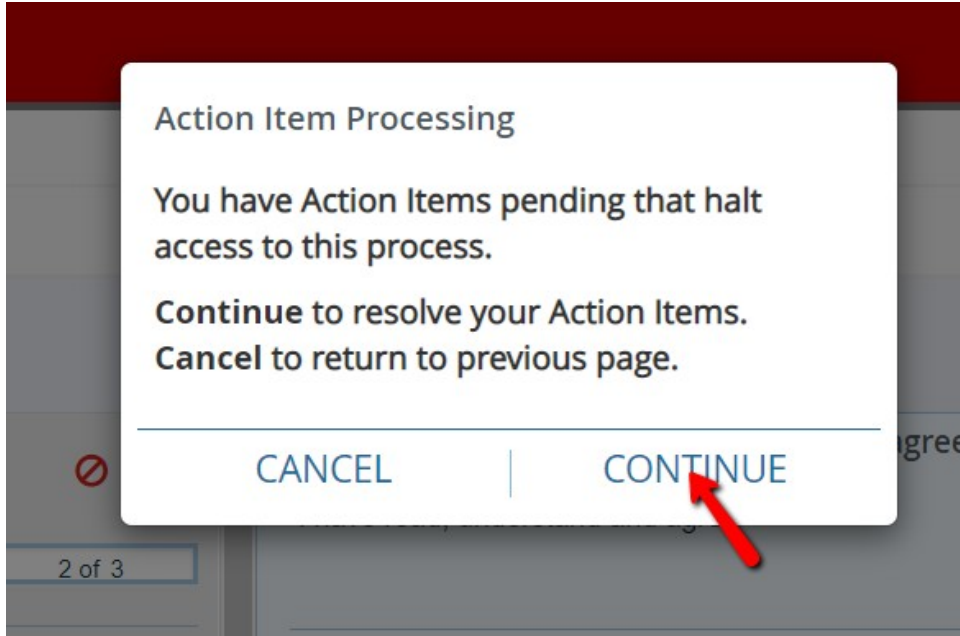The Registration Dashboard is the main landing page for registration access.

Student Action Items
for Required Financial Responsibility Statement

Each term you will need to acknowledge a Statement of Financial Responsibility before you can register of prepare to register.

When you select either link you will receive a notification.

The notification that requires acknowledgement will hand a pending indicator.

Select the action item to display the information.
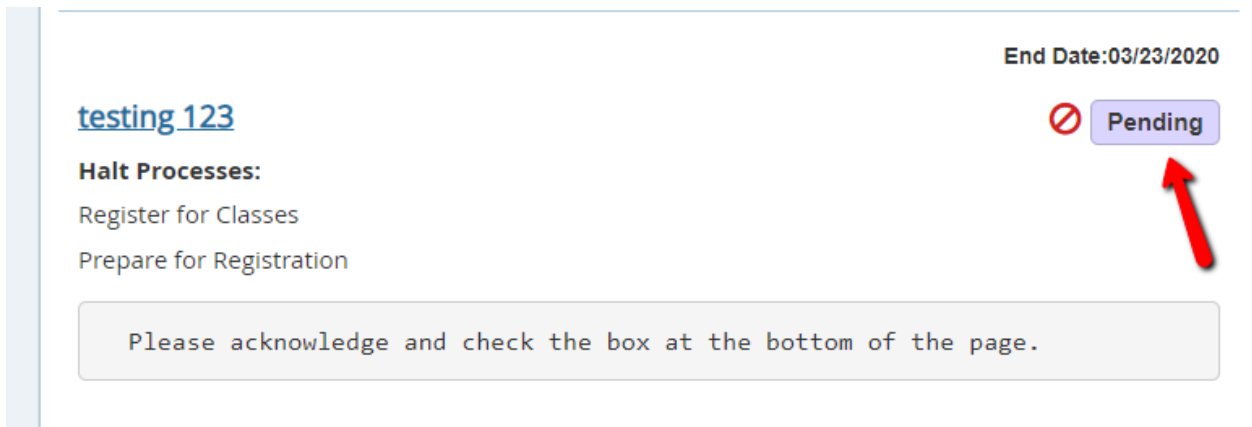
The message will populate on the right

Read the message, and scroll to the bottom to acknowledge.

You will receive a message indicating the save was successful. Select the continue button in the top right and you will be redirected to the registration module.
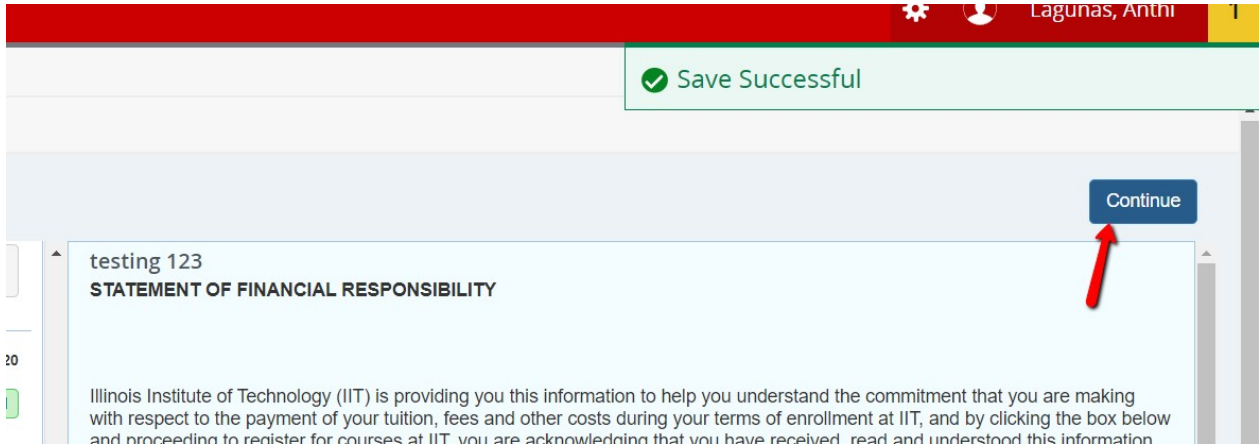
PREPARE FOR REGISTRATION

Student • Registration • Select a Term

Select a Term

Terms Open for Registration

Summer 2020 ▼

Continue

Select a term for registration using the drop down.

Registration status page:

Student status	Holds
Academic status	Earned hours
Class standing	Curriculum
Curriculum	Permits

Prepare for Registration

Registration Status | Update Student Term Data

Registration Status

Term: Summer 2020

✓ Your Student Status permits registration.

✓ Your academic status is Graduate Eval Term 1. Your progress evaluation is Graduate Review. Your academic standing is Grad Probation Notification which permits registration.

❗ You have holds which prevent registration.

Immunization Hold
Originator: Student Health & Wellness Ctr
Processes Affected: Registration

Holds that prevent registration are in red
Holds that prevent registration are in blue

ⓘ You have holds which do not prevent registration.

Community Standards Alert
Originator: Office of Community Standards

Curriculum

Permit Override

ⓘ You have received a Permit Override for CRN 34267, CS104 (Introduction to Computer Programming for Engineers), type: Instructor Permit

ⓘ You have received a Permit Override for CRN 33632, ITMD413 (Open Source Programming), type: Department Permit

Primary Curriculum
Level: Undergraduate
College: College of Science
Degree: Bachelor of Science
Program: Bachelor of Science
Catalog Term: Fall 2018
Admit Term: Fall 2018
Admit Type: Change of Major
Major: Computer Science
Department: Computer Science
Major Concentration: Co-Terminal Degree Program

Secondary Curriculum
Level: Graduate
College: College of Science
Degree: Master of Science
Program: Master of Science
Campus:
Catalog Term: Spring 2020
Admit Term: Spring 2020
Major: Computer Science
Department: Computer Science
Major Concentration: Co-Terminal Degree Program

Earned Hours

ⓘ You have Earned Hours for Level: Graduate Business, Institution Hours: 3, Transfer Hours: 0

ⓘ You have Earned Hours for Level: Graduate, Institution Hours: 10, Transfer Hours: 70

ⓘ You have Earned Hours for Level: Undergraduate, Institution Hours: 36, Transfer Hours: 33

ⓘ Your class standing for registration purposes is Third Year Undergraduate

REGISTER FOR CLASSES

Terms Open for Registration
Summer 2020

Alternate PIN*
••••••

Continue

Select a term for registration using the drop down.

Enter your PIN

The Search Results page has three panels. The panels can be minimized or maximized by selecting the toggle arrows or reset back to default by selecting the reset button.

reset
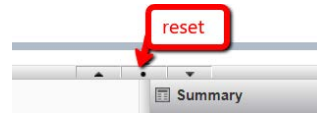
Summary

- Search Results: Allows you to search for classes for the selected term.
- Schedule: Provides a visual list of registered sections for the term. Sections will be identified by color, which will allow the student to view schedule conflicts.
- Summary: Lists selected sections. Students will then choose registration or remove.

To register for classes you can select from three options – find classes, enter CRNs, and Plans.

Find classes - basic search.

Register for Classes

| Find Classes | Enter CRNs | Plans | Schedule and Options |

Enter Your Search Criteria ⓘ
Term: Summer 2020

Subject   ✖ Biomedical Engineering

Course Number

Keyword

Find classes - advanced search

Once you locate the course you can add it to your summary on the bottom right.

Enter CRNs

Plans

When you have located and added the courses to your summary you can chose an action – student registered or remove.

Summary

Title	Details	Hours	CRN	Schedule 1	Status	Action	⚙
Introduction to Compute…	CS 104, 01	2	34267	Lecture	Pending	Student Registered	
Special Topics	SSCI 285, 01	3	34287	Lecture	Pending	Student Registered ▼	
Open Source Program…	ITMD 413, 02	3	33632	Lecture	Registered	None ▼	

Total Hours | **Registered: 3** | **Billing: 3** | **CEU: 0** | **Min: 0** | **Max: 9**

Submit

If there is a registration error, you will receive a notification and the action will change to remove.

CS 104 CRN 34267: Linked Course Required.
Click here for more information.

Summary

Title	Details	Hours	CRN	Schedule 1	Status	Action	⚙
Introduction to Compute…	CS 104, 01	2	34267	Lecture	Errors Preventing…	Remove ▼	
Special Topics	SSCI 285, 01	3	34287	Lecture	Registered	None ▼	
Open Source Program…	ITMD 413, 02	3	33632	Lecture	Registered	None ▼	

Total Hours | **Registered: 6** | **Billing: 6** | **CEU: 0** | **Min: 0** | **Max: 9**

Once registered you can drop or withdraw from the course. Please refer to the Academic Calendar for important term dates.

Summary							
Title	Details	Hours	CRN	Schedule 1	Status	Action	⚙
Special Topics	SSCI 285, 01	3	34287	Lecture	Registered	Drop Course ▾	
Open Source Program…	ITMD 413, 02	3	33632	Lecture	Registered	None ▾	

Total Hours | **Registered:** 6 | **Billing:** 6 | **CEU:** 0 | **Min:** 0 | **Max:** 9

Submit

Now you can view your registration summary, weekly schedule, and schedule details.

Summary							
Title	Details	Hours	CRN	Schedule 1	Status	Action	⚙
Advanced Modeling	ARCH 436, 01	3	32679	Lab	Registered	None ▾	
Introduction to Engineer…	CAE 100, 01	2	34384	Lecture/…	Registered	None ▾	
Open Source Program…	ITMD 413, 02	3	33632	Lecture	Registered	None ▾	

Total Hours | **Registered:** 8 | **Billing:** 8 | **CEU:** 0 | **Min:** 0 | **Max:** 9

Submit

📅 **Schedule**   ☰ Schedule Details

Class Schedule for Summer 2020

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9am							
10am			✅ Advanced Modeling		✅ Advanced Modeling		
11am							
12pm							
1pm							
2pm		✅ Introduction to Engineering Drawing and Design		✅ Introduction to Engineering Drawing and Design			
3pm							
4pm							
5pm							

Search Results — 41 Classes

📅 Schedule   ☰ **Schedule Details**

Class Schedule for Summer 2020

▼ **Advanced Modeling** | Architecture 436 Section 01 | **Class Begin:** 05/18/2020 | **Class End:** 06/27/2020   *Registered*

05/18/2020 -- 06/27/2020   S M **T** W **T** F S   10:00 AM - 01:10 PM **Type:** Class **Location:** Mies **Building:** Tech Park - North Building **Room:** 110
Instructor: Mr Alphonso J Peluso (Primary)
CRN: 32679
Message: Student Registered | **Hours:** 3 | **Level:** Undergraduate | **Campus:** Mies | **Schedule Type:** Lab | **Instructional Method:** Traditional | **Grade Mode:** Standard Letter | **Waitlist Position:** 0 | **Notification Expires:** None

▶ **Introduction to Engineering Drawing and Design** | Civil and Architectural Engr 100 Section 01 | **Class Begin:** 06/01/2020 | **Class End:** 07/25/2020   *Registered*
06/01/2020 -- 07/25/2020   S **M** T **W** T F S   01:50 PM - 04:30 PM **Type:** Class **Location:** None **Building:** None **Room:** None
Instructor: Laurence Rohter (Primary)
CRN: 34384

▶ **Open Source Programming** | ITM Development 413 Section 02 | **Class Begin:** 06/01/2020 | **Class End:** 07/25/2020   *Registered*
06/01/2020 -- 07/25/2020   S M T W T F S   - **Type:** Internet **Location:** None **Building:** None **Room:** None
Instructor: James Papademas (Primary)
CRN: 33632

Change variable credit hours

When you register for a variable credit hour course the system will select the lowest credit hour option.

To change it go to Schedule and Options and select the underlined credit hour.

Enter the number of credit hours you need and press submit, new hours will be reflected.

Waitlisting

How to waitlist an individual course

Identify whether the section is full and if there is a waitlist.

Status

🔴 FULL: 0 of 17 seats remain.
🔻 98 of 99 waitlist seats remain.

Select Add and the course will be entered into the summary section, with a waitlist option in the drop down.

How to waitlist a linked course

Linked courses have a waitlist on the section with the lower capacity. Add the course to the summary section and select waitlist.

Status

🔴 FULL: 0 of 17 seats remain.
🔻 98 of 99 waitlist seats remain.
🔗 LINKED

🔍 View Linked

How to register after receiving a waitlist notification

After you have received the waitlist notification you will need to select the Student Registered option in the Action drop down.

Student Registered ▼

Student Registered ▼

Submit

If you are waitlisted for a linked course you must add the course to your summary and select the Student Registered option for both sections at the same time.

OFFICE OF THE REGISTRAR

ILLINOIS TECH

PLAN AHEAD

Select A Plan

Plans you have created for this term: 0

Term: Summer 2020

You are allowed a maximum of 3 plans for this term.

[+ Create a New Plan]

You can have up to 3 plans per semester.

That can include a plan from your advisor.

Search for your courses using a basic or advanced search.

Plan Ahead

Find Classes

Enter Your Search Criteria

Term: Summer 2020

Subject [_____]

Course Number [_____]

Keyword [_____]

[Search]   Clear   ▸ Advanced Search

The plan page shows the search tool, schedule, and summary.

The results allow you to navigate the sections, course details, and add courses to your plan.

Selecting the title will give you the course details.

View section information:

Once you find the course you want to register for you can add it to your summary in the bottom right.

Then save and name your plan.

You can also make notes on each course selection.

BROWSE CLASSES

Select a Term

Terms Open for Registration

Summer 2020

Continue

Select a term for registration using the drop down.

Find classes - basic search.

Enter Your Search Criteria

Term: Summer 2020

Subject   ✕ Biomedical Engineering

Course Number

Keyword

Open Sections Only   ✔

Search   Clear   ▸ Advanced Search

Find classes - advanced search

Enter Your Search Criteria ⓘ

Term: Summer 2020

Subject	**✕ Biomedical Engineering**
Course Number	
Keyword	
Instructor	
Subject and Course Number	
Keyword (With All Words)	
Keyword (With Any Words)	
Keyword (Exact Phrase)	
Keyword (Without The Word)	

Here you can view information for course offerings by term.

Browse Classes

Search Results — 52 Classes
Term: Summer 2020   **Subject:** Biology

Search Again

Title	Subject	Subject Description	Course N	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	
Human Biology Lecture	BIOL	Biology	115	01	3	34019	Sum...	Tanya Ilieva Bekyarova ...	S M T W T F S 10:00 AM - 01:10 PM **Type:** Class	Mies	**10** of 10 seats r... **99** of 99 waitlist ...	
Human Anatomy Lecture	BIOL	Biology	305	01	3	34915	Sum...	Tanya Ilieva Bekyarova ...	S M T W T F S 10:00 AM - 01:10 PM **Type:** Class	Mies	**10** of 10 seats r...	
Biochemistry Lecture	BIOL	Biology	403	01	4	34020	Sum...	Andrew Jay Howard (Pri...	S M T W T F S 08:35 AM - 12:45 PM **Type:** Class	Mies	**12** of 15 seats r... **99** of 99 waitlist ...	
Biochemistry Lecture	BIOL	Biology	403	02	4	34414	Sum...	Andrew Jay Howard (Pri...	S M T W T F S - **Type:** Class **Building:** None Ro	Inter...	**8** of 10 seats re... **50** of 50 waitlist ...	
Biology Research Project Independent Study/Research	BIOL	Biology	491	106	1 TO 3	31029	Sum...	Tanya Ilieva Bekyarova ...	S M T W T F S - **Type:** Independent Study/Resea	Mies	**10** of 10 seats r...	

Selecting the title will give you the course details.

Course Details for CS 100, Introduction to the Profession ✕

ⓘ **Term**: 202030

Catalog	**Title:** Introduction to the Profession
Course Description	**College:** College of Science SI
Syllabus	**Division:**
	Department: Computer Science CSCI
Attributes	**Hours:**
Restrictions	Credit Hours: 0 OR 2
	Lecture: 0 OR 1
Corequisites	Lab: 0 OR 2
	Other: 0
Prerequisites	**Levels:**
	Undergraduate UG
Mutual Exclusion	**Grading Modes:**
	Audit A
Fees	Grade Repeat excld GPA E
	Grade Repeat incld GPA R
	Standard Letter S
	Schedule Types:

Close

<div style="background-color:red">

VIEW REGISTRATION INFORMATION

</div>

You can view your past registration, weekly schedule, and schedule details.

You can also view your active registration.

Basic search

Browse Courses

Enter Your Search Criteria

Term: Summer 2020

Subject	✕ Anthropology
Course Number	
Keyword	

Search   Clear   ▸ Advanced Search

Advanced search

Enter Your Search Criteria

Term: Summer 2020

Subject	✕ Anthropology
Course Number	
Keyword	
Subject and Course Number	
Keyword (With All Words)	
Keyword (With Any Words)	
Keyword (Exact Phrase)	
Keyword (Without The Word)	
Title	
Attribute	
Level	

Search   Clear   ▾ Advanced Search

You can view course information by selecting the title and section information by selecting the view section button on the right.

Course details:

View sections

Catalog Search Results

Search Results — 8 Classes
Term: Summer 2020   Subject and Course Number: ARCH497 Architecture

Title	Subject	Subject Description	Course N	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status
Architecture of Publications Lecture	ARCH	Architecture	497	01	3	34822	Sum...	Joseph A. Altshuler (Pri...	S M T W T F S 09:00 AM - 12:10 PM Type: Class	Mies	13 of 15 seats r... 99 of 99 waitlist ...
Special Projects Lecture	ARCH	Architecture	497	02	3	32966	Sum...	Mr Brett Balogh (Primary)	S M T W T F S 09:00 AM - 12:10 PM Type: Class	Mies	15 of 15 seats r... 99 of 99 waitlist ...
Special Projects Studio	ARCH	Architecture	497	03	6	32738	Sum...	Frank C Flury (Primary)	S M T W T F S - Type: Class Building: None Rc	Inter...	15 of 15 seats r...
5th Yr Stu Sharing Architectur Studio	ARCH	Architecture	497	04	6	34828	Sum...	Lap Chi J. Kwong (Prim...	S M T W T F S 12:10 PM - 06:40 PM Type: Class	Mies	9 of 15 seats re... 99 of 99 waitlist ...

Back to top ▲