How to Register for Classes at WMU
Find CRN for the Courses

- Go to wmich.edu/classlookup/

<table>
<thead>
<tr>
<th>Term</th>
<th>Welcome to WMU's course offering search!</th>
</tr>
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<tbody>
<tr>
<td>None</td>
<td>This page allows you to search for WMU courses offered by campus, by subject, and by instructor. To begin, select the semester or session.</td>
</tr>
</tbody>
</table>
Find CRN for the Courses

- Select the desired semester
Find CRN for the Courses

- Select the desired semester
Find CRN for the Courses

- Filter by subject, such as ECE, or Course #

<table>
<thead>
<tr>
<th>CRN</th>
<th>Section</th>
<th>Course</th>
<th>Start/End Date</th>
<th>Days</th>
<th>Time</th>
<th>Instructional Method</th>
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<td>M W F</td>
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Find CRN for the Courses

- Record the CRN of your desired courses

<table>
<thead>
<tr>
<th>CRN</th>
<th>Section</th>
<th>Course</th>
<th>Start/End Date</th>
<th>Days</th>
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<td>ECE 5600 Electro Magnetics</td>
<td>Jan 11, 2016 - Apr 30, 2016</td>
<td>M</td>
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</table>
Register for Your Courses

• Log into GoWMU, at gowmu.wmich.edu
Register for Your Courses

- Once you are logged in make sure you are under Student Home
Register for Your Courses

- Under **My Self Service** expand the **ALL** heading and select **Registration**
Register for Your Courses

- This will open a new tab called Registration Menu

Welcome to WMU's Registration System. Use the links below to view course offerings, register for classes and view your schedule. We're glad when you enter the registration system by clicking on the links below, you will see your name and your WMU identification number (WN) displayed in the upp.

Some courses formerly listed under the ED prefix can now be found under LS for Literacy Studies.

For questions regarding registration, please contact the Registrar's Office:
- **In person**: 3210 Seibert Administration Bldg (third floor) M-F 8 a.m.-5 p.m.
- **Call**: (269) 387-4300 M-F 8 a.m.-5 p.m.
- **Email**: Registrar-Info@wmich.edu

To withdraw from a course prior to the last day to withdraw, and if you have holds on your account, you may withdraw from that course by going to the Reg.
Register for Your Courses

- Select the **Course Registration** link

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**Registration Menu**

Welcome to WMU’s Registration System! Use the links below to view course offerings.

When you enter the registration system by clicking on the links below, you will see your name and student ID. Some courses formerly listed under the ED prefix can now be found under LS for Literacy.

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To withdraw from a course prior to the last day to withdraw, and if you have holds on your account:

- **Select Term**
  - Select term from the dropdown list
- **Academic/Registration Status**
  - Current information on holds, academic standing and other barriers to registration
- **When you can register**
  - Registration priority by credit hours completed
- **Course Offerings**
  - To search and register for courses
- **Course Options**
  - To change grade mode or to change credit hours for variable credit courses
- **Course Registration**
  - To add courses with the CRN or to drop or withdraw
Register for Your Courses

• Select the semester you would like to register for.
Register for Your Courses

- The next screen will be the Course Registration Page

Course Registration:

To add, drop or withdraw from a course

To add a course, enter the Course Reference Number (CRN) in the Add Classes Worksheet section.

To drop a course, use the options available in the Action pull-down list next to the CRN on your Current Schedule.

To withdraw from a course prior to the last day to withdraw, and if you have holds on your account, you may withdraw from that course by going transcript.

If you are dropping a class within 24 hours of the start date, please contact the Registrar’s Office at (269) 387-4300 to ensure that you receive the flat rate credit hour range, may see an adjustment on their account to reflect the flat rate (less the online support fee of $50/credit.

- To join a waitlist you must first attempt to add the section to your schedule. If the section is closed, the error message Closed on waitlist using the drop down under Action, change the status to Waitlisted and click Submit Changes.
- Entering a CRN on the worksheet does not reserve the seat until you submit your changes. After clicking the Submit Changes button, these
- If the course is a lecture/lab combination and/or, if the course has a corequisite, all the CRNs must be entered on the Add to Worksheet.
- Error messages for courses that cannot be added will show below the current schedule.
- To print a paper copy of your schedule, click the Student Detail Schedule or Week at a Glance, then use the Print button in your web brows

I understand and agree that I am responsible for the payment of the tuition and fees. If I do not plan on attending my classes, I am responsible for reimbursing WMU the fees of any collection agency, which may be based on a percentage at a maximum of 39% of the debt, and all costs

I authorize Western Michigan University, their respective agents and contractors to contact me regarding matters that involve myself and the telephone or other wireless device using automated dialing equipment or artificial or prerecorded voice or text messages.

By registering for classes, I accept the terms stated above. Registration Error Messages defined

Current Schedule

<table>
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<tr>
<th>Status</th>
<th>Action</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse</th>
<th>Sec</th>
<th>Level</th>
<th>Credit</th>
<th>Grade Mode</th>
<th>Title</th>
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<td>ECE</td>
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<td>ECE</td>
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<td>125</td>
<td>Graduate</td>
<td>1.000</td>
<td>Credit/No Credit</td>
<td>Doctoral Dissertation</td>
</tr>
</tbody>
</table>

Total Credit Hours: 4.000
Billing Hours: 4.000
Register for Your Courses

- It explains how to register, drop or withdraw from a course
Register for Your Courses

- It shows you the classes you are currently registered for the selected semester.
Register for Your Courses

- At the bottom is where you enter the CRNs of your desired courses in order to register for them.
Register for Your Courses

- When you hit submit, the page will reload and tell you if you were able to successfully register or not.

**Add Classes Worksheet**

<table>
<thead>
<tr>
<th>CRNs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
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[Submit Changes] [Class Search] [Reset]

RELEASE: 8.5.1.2

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