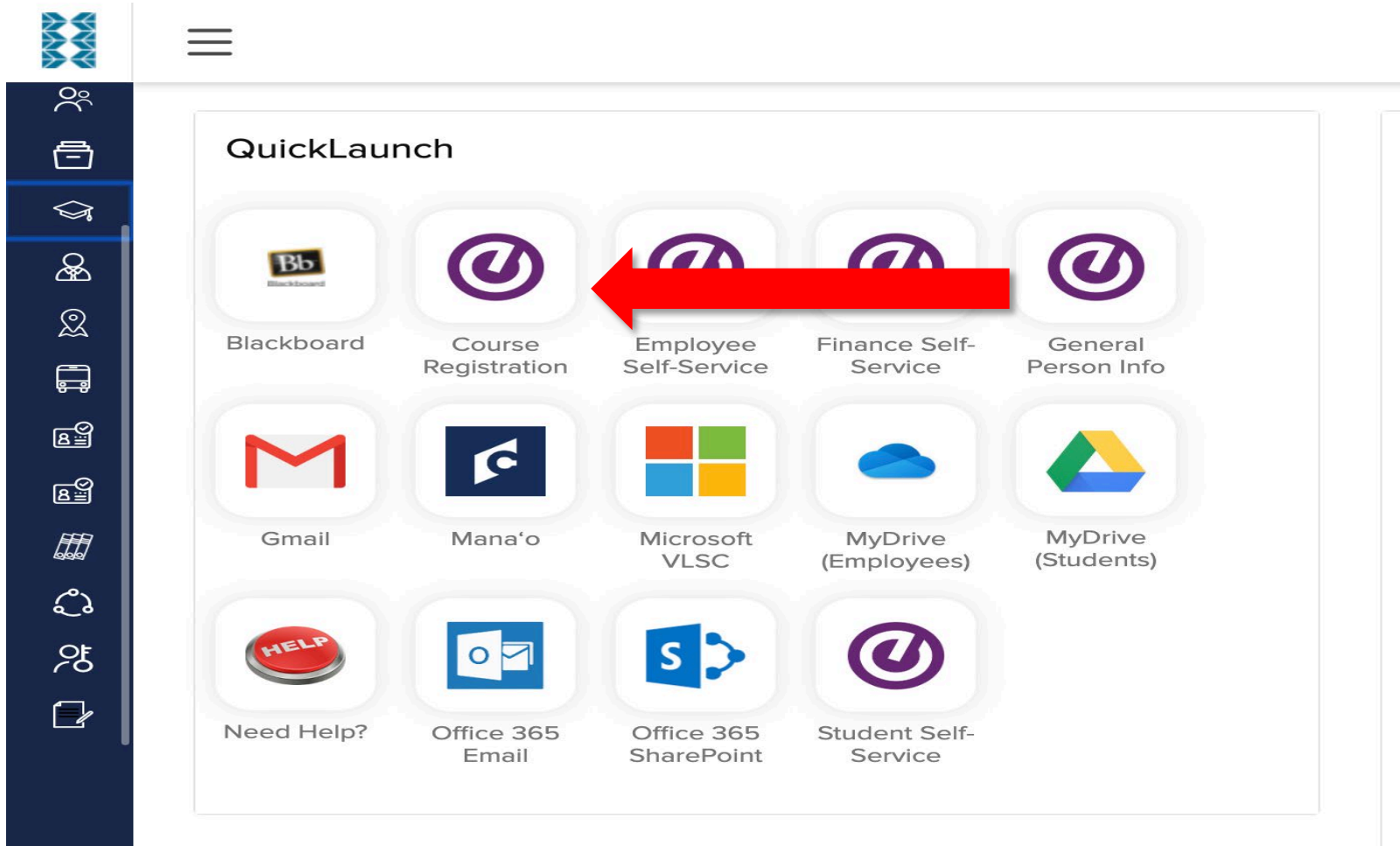
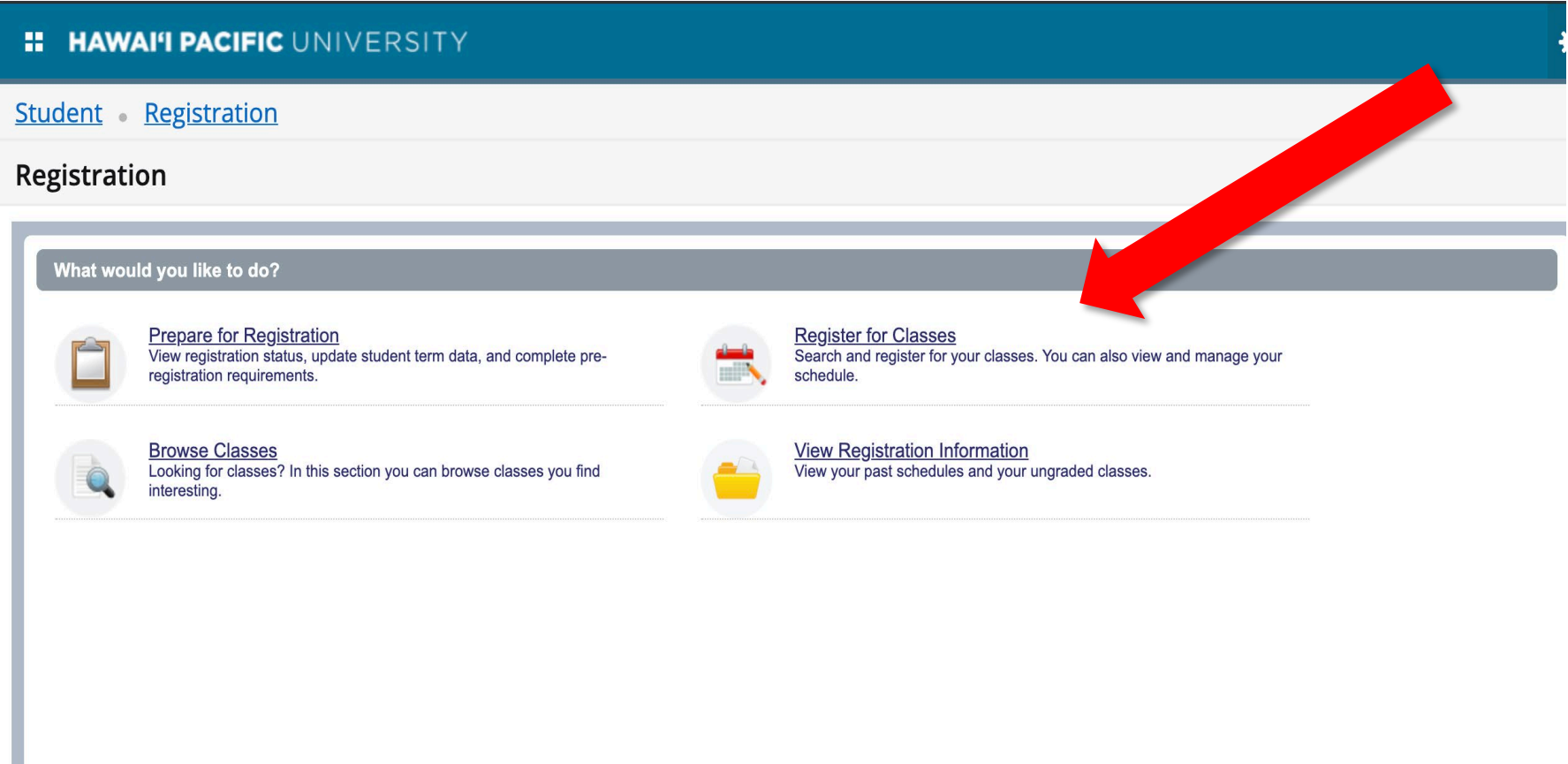


Log into MyHPU (my.hpu.edu).

1. Select the "Course Registration" icon.



2. A new window will open. Select the *Register for Classes* link.







**HAWAI'I PACIFIC UNIVERSITY**


[Student](#) • [Registration](#)

## Registration

What would you like to do?

-  **[Prepare for Registration](#)**  
View registration status, update student term data, and complete pre-registration requirements.
-  **[Register for Classes](#)**  
Search and register for your classes. You can also view and manage your schedule.
-  **[Browse Classes](#)**  
Looking for classes? In this section you can browse classes you find interesting.
-  **[View Registration Information](#)**  
View your past schedules and your ungraded classes.

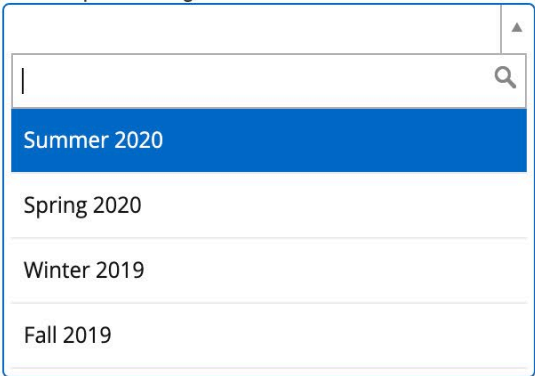
3. Choose the desired term that is open for registration in the drop-down menu.

 **HAWAI'I PACIFIC UNIVERSITY**

[Student](#) • [Registration](#) • [Select a Term](#)

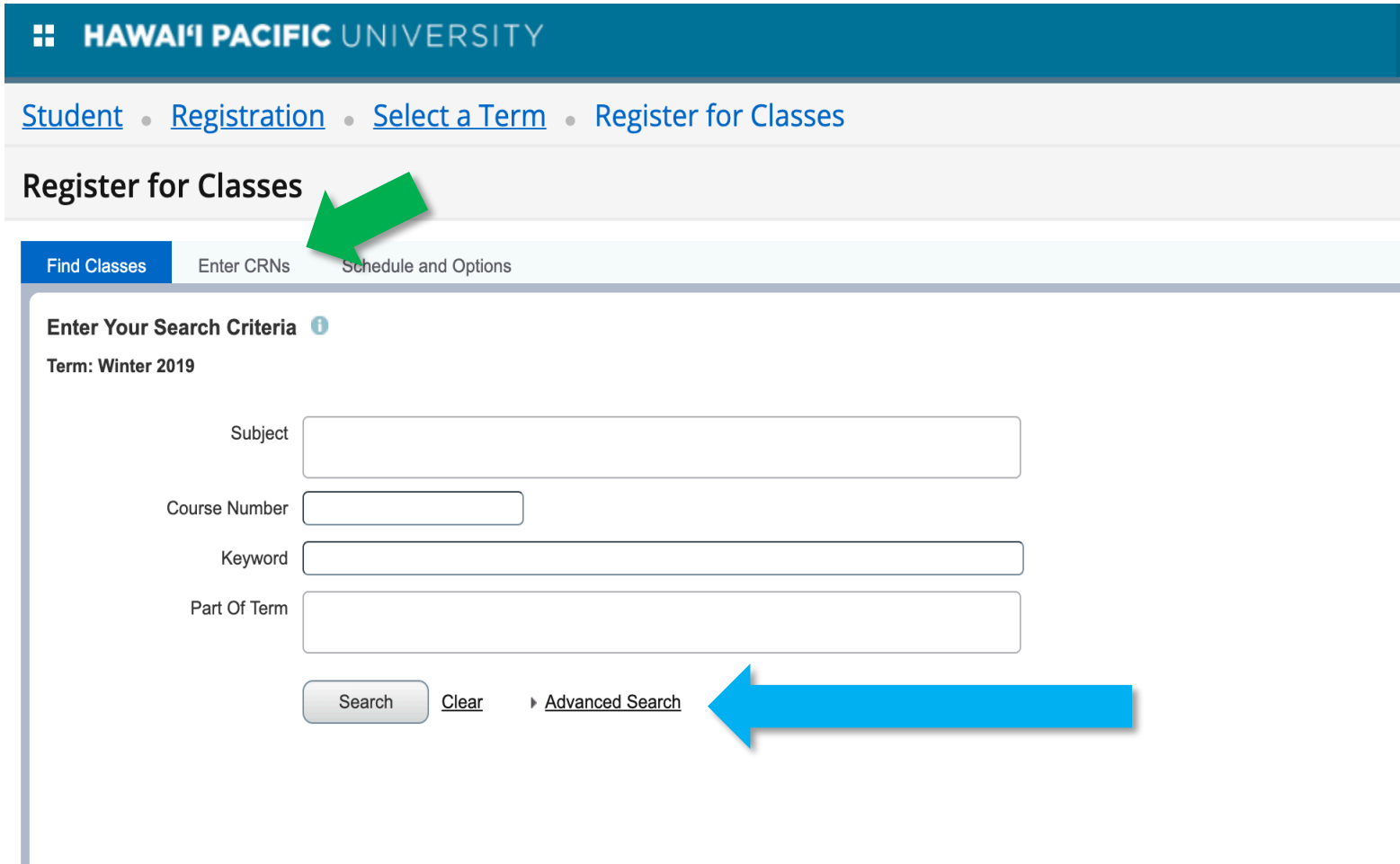
## Select a Term

Terms Open for Registration



Term
Summer 2020
Spring 2020
Winter 2019
Fall 2019

- 4. After choosing the desired term, begin searching for classes. There is also an option to enter the *Course Reference Number(s) or CRNs*.
  - a. To expand your search options use the *Advanced Search* link.



HAWAI'I PACIFIC UNIVERSITY

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

### Register for Classes

Find Classes | Enter CRNs | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Winter 2019

Subject

Course Number

Keyword

Part Of Term

[Clear](#) ▶ [Advanced Search](#)

5. Select **add**.

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

### Register for Classes

Find Classes | Enter CRNs | Schedule and Options

**Search Results — 1 Classes**  
Term: Winter 2019 Subject: Arts Search Again

Part Of Ter	Title	Subject	Crse	Sec	Hours	CRN	Term	Instructor	Meeting Times	Camp	Status	Attribute	
1	Introduction to Vi... Online Undergra...	Arts	1...	...	3	1...	...	Hart, Dustin (...)	S M T W T F S - Type: Class I ...		8 of 35 s...	Creative Arts Equiv Crse College of Prof Studies	<input type="button" value="Add"/>

Page 1 of 1 | 10 Per Page Records: 1

Submit



- 6. The added course (s) will appear in the summary box with a status of "pending". **To register for the class and save the changes to your schedule press submit.**

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

### Register for Classes

Find Classes | Enter CRNs | Schedule and Options

**Search Results — 1 Classes** Search Again  
 Term: Winter 2019 | Subject: Arts

Part Of Ter	Title	Subject DB	Cours	Secr	Hours	CRN	Term	Instructor	Meeting Times	Camp	Status	Attribute
1	Introduction to V... Online Undergra...	Arts	1...	...	3	1...	...	Hart, Dustin (...)	S M T W T F S - Type: Class I ...	...	8 of 35 s...	Creative Arts Eqiv Crse College of Prof Studies

Page 1 of 1 | 10 Per Page | Records: 1

Schedule | Schedule Details | Summary | Tuition and Fees

**Class Schedule for Winter 2019**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							

**Summary**

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Visu...	ARTS 100...	3	1106	Online...	Pending	**Web Registered**

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 0

<https://bss.hpu.edu:8443/StudentRegistration/ssb/classRegistration/classRegistration#scheduleListViewWrapper> **Submit**





7. To confirm course registration, the status will change from "pending" to "registered".

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

**Search Results — 1 Classes**  
 Term: Winter 2019 | Subject: Arts Search Again

Part Of Ter	Title	Subject De	Cours	Sec	Hours	CRN	Term	Instructor	Meeting Times	Camp	Status	Attribute	
1	Introduction to V... Online Undergra...	Arts	1...	...	3	1...	...	Hart, Dustin (...)	S M T W T F S - Type: Class I ...		8 of 35 s...	Creative Arts Equiv Crse College of Prof Studies	<span>Add</span>

Page 1 of 1 | 10 Per Page | Records: 1

Schedule | Schedule Details

**Class Schedule for Winter 2019**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							

Summary [Tuition and Fees](#)

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Visu...	ARTS 100...	3	1106	Online...	Registered	None

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

Submit