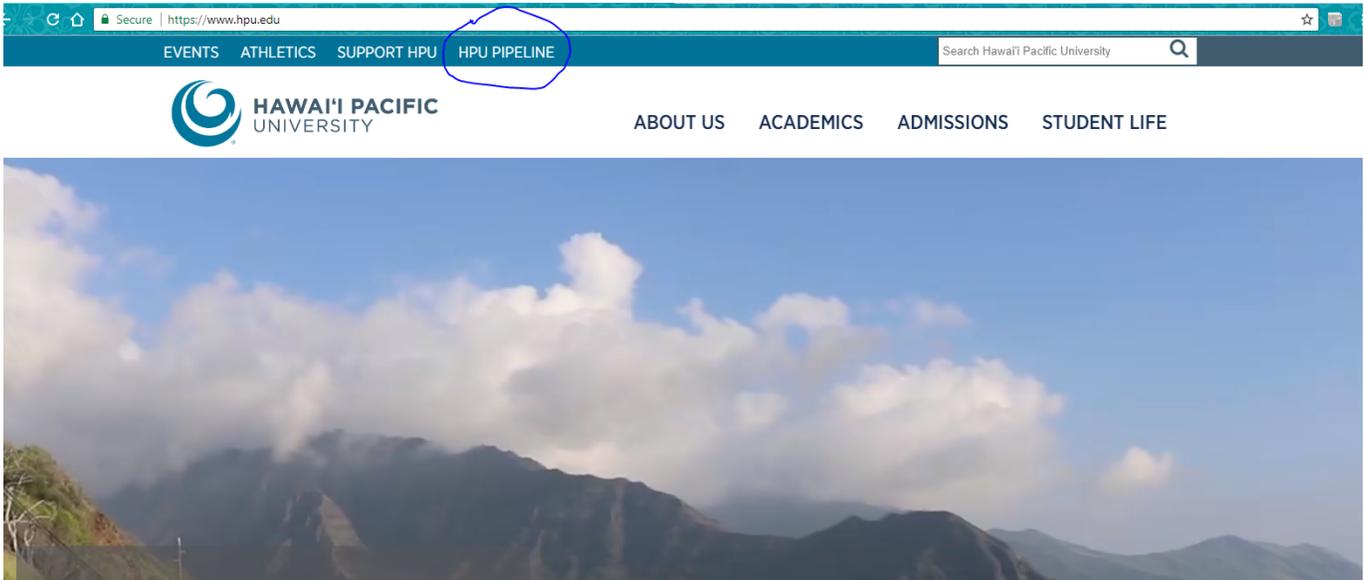


## How to Search and Register for Courses

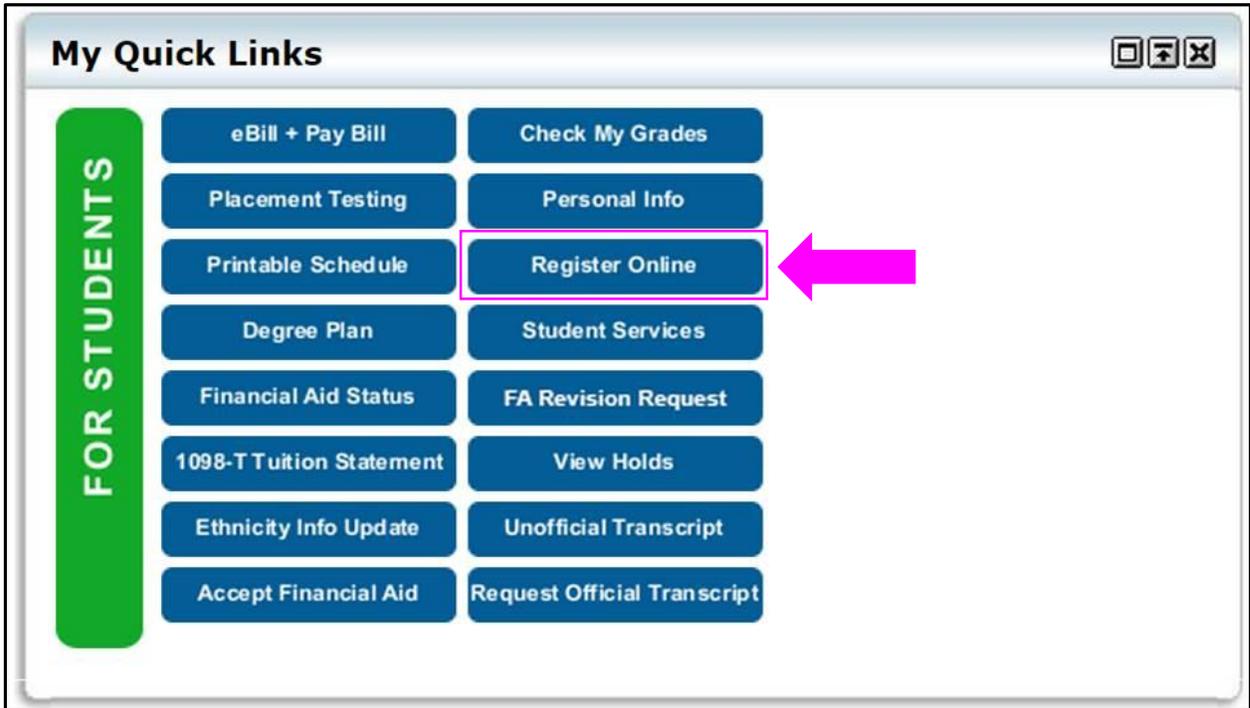
1. Log into your HPU Pipeline Account ([www.hpu.edu](http://www.hpu.edu))



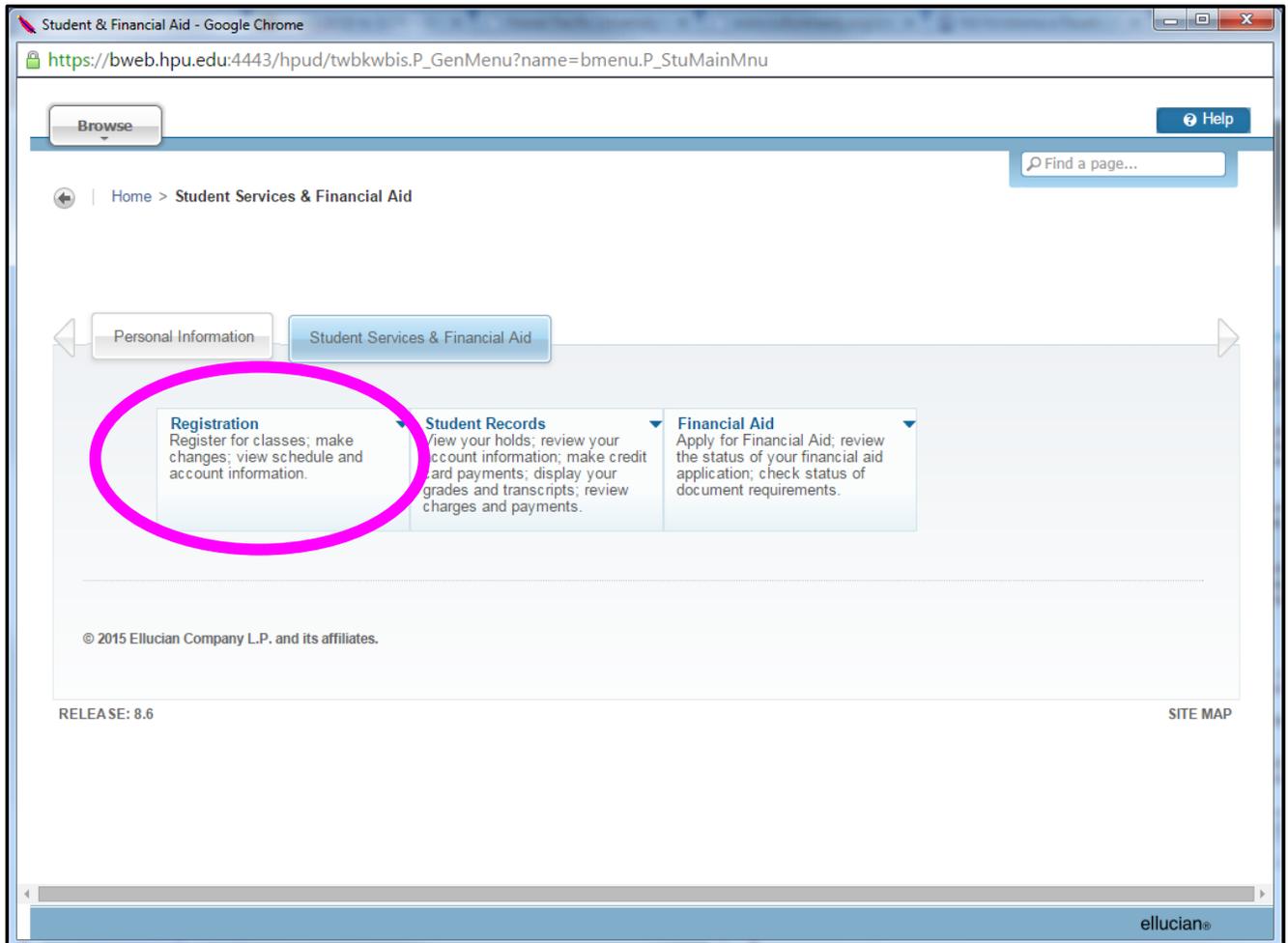
After clicking on HPU Pipeline as indicated above, the following screen will appear.



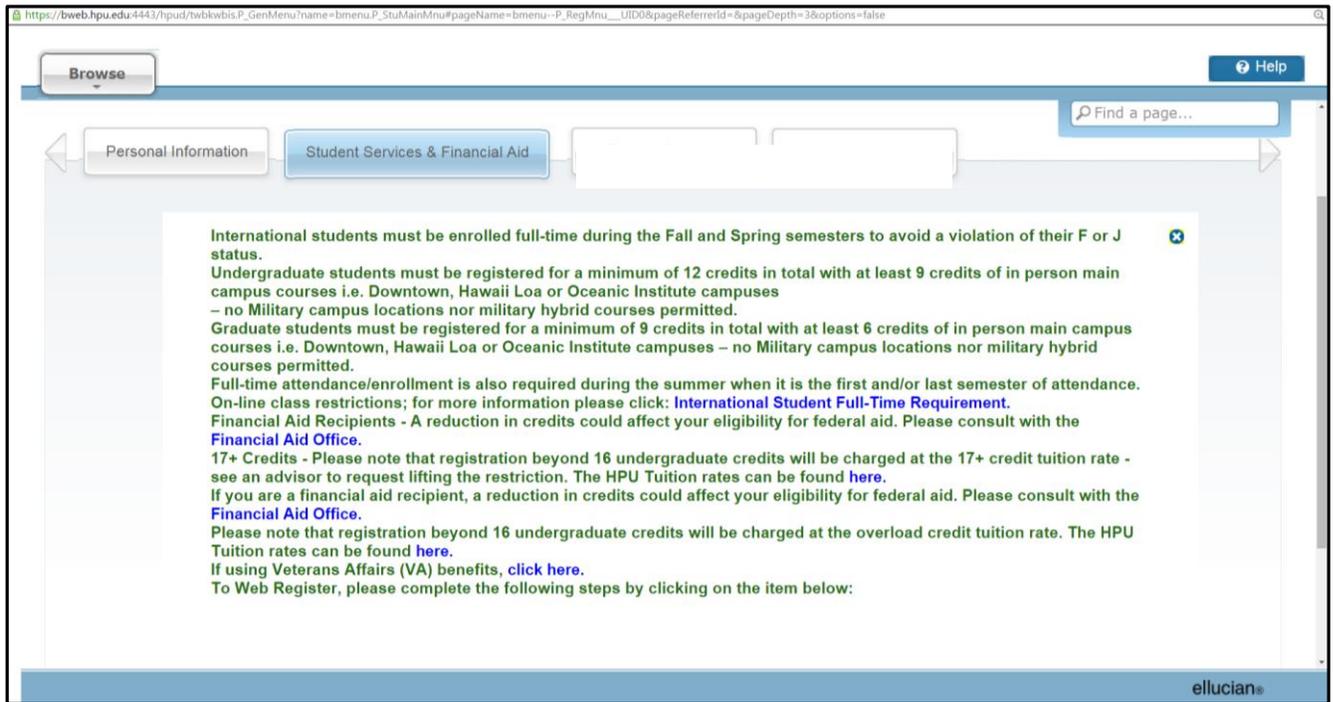
2. Refer to the “My Quick Links” section on your homepage and Click on “Register Online”



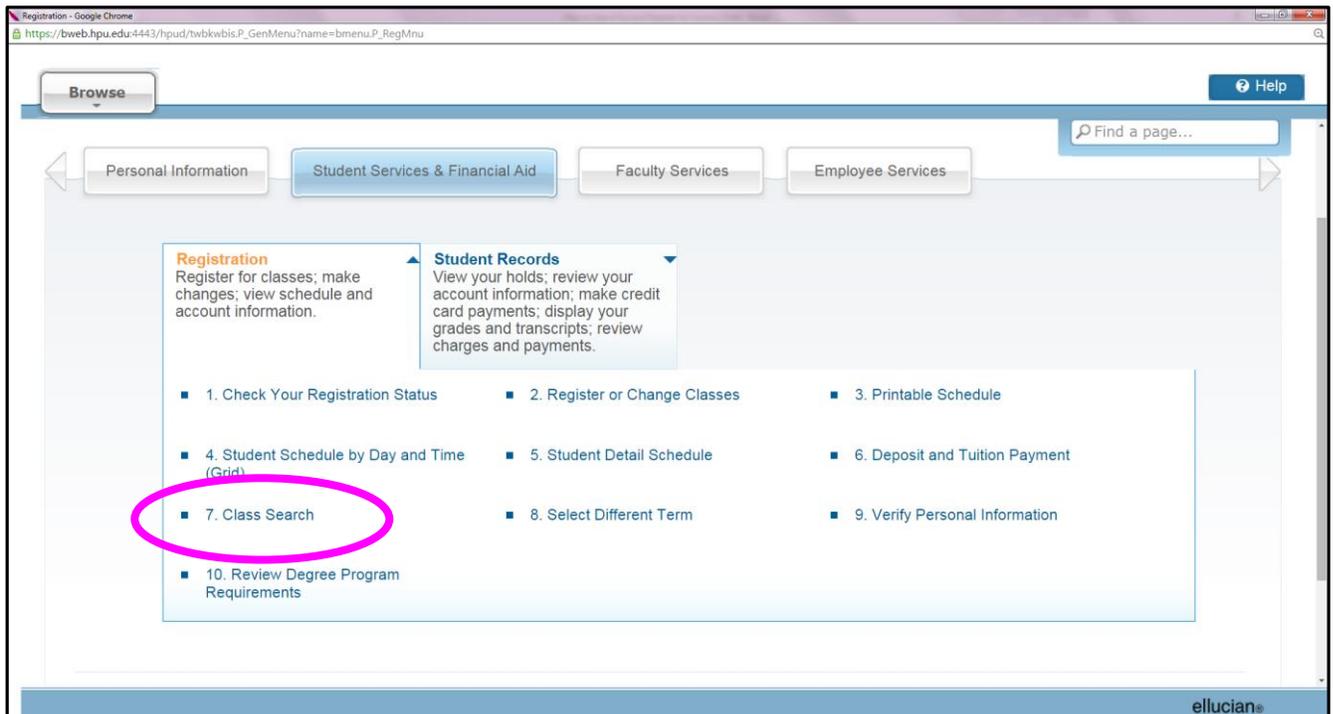
The following screen will appear. Click on “Registration” as indicated below.



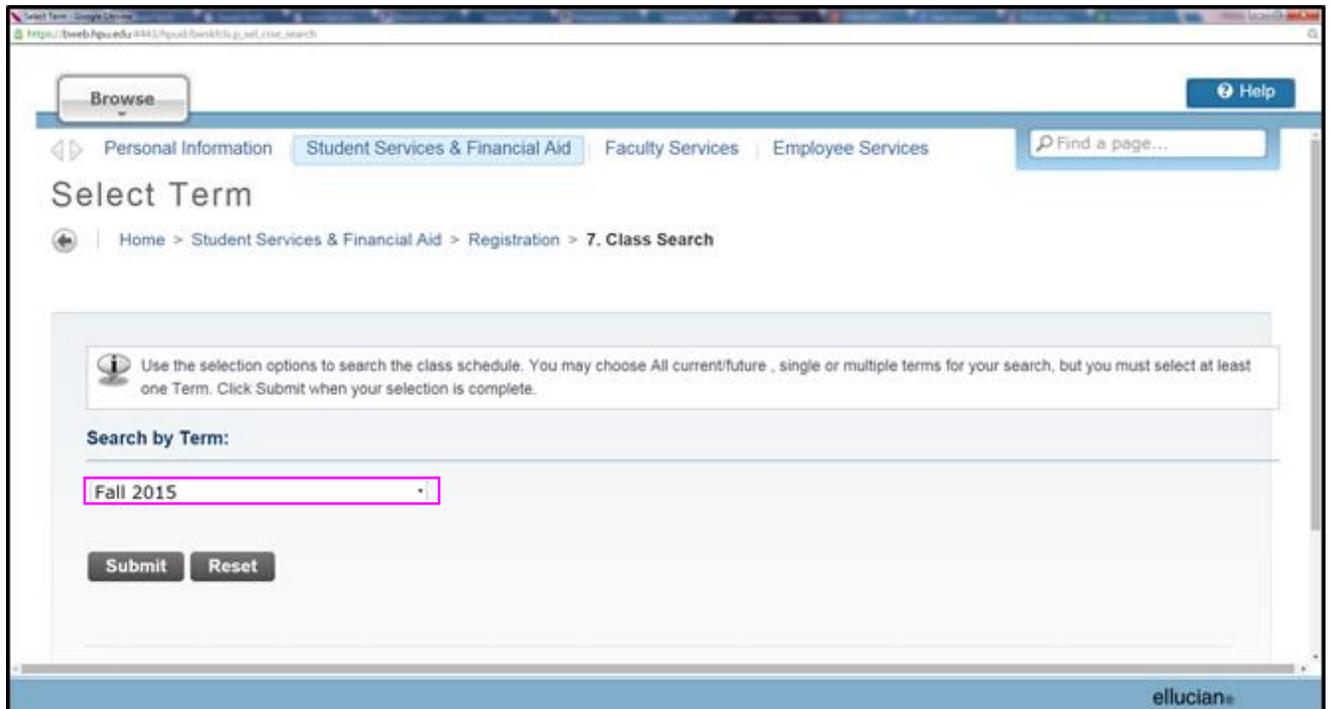
3. After selecting “Registration”, the following screen will appear. The top portion will provide registration reminders to specific groups of students.



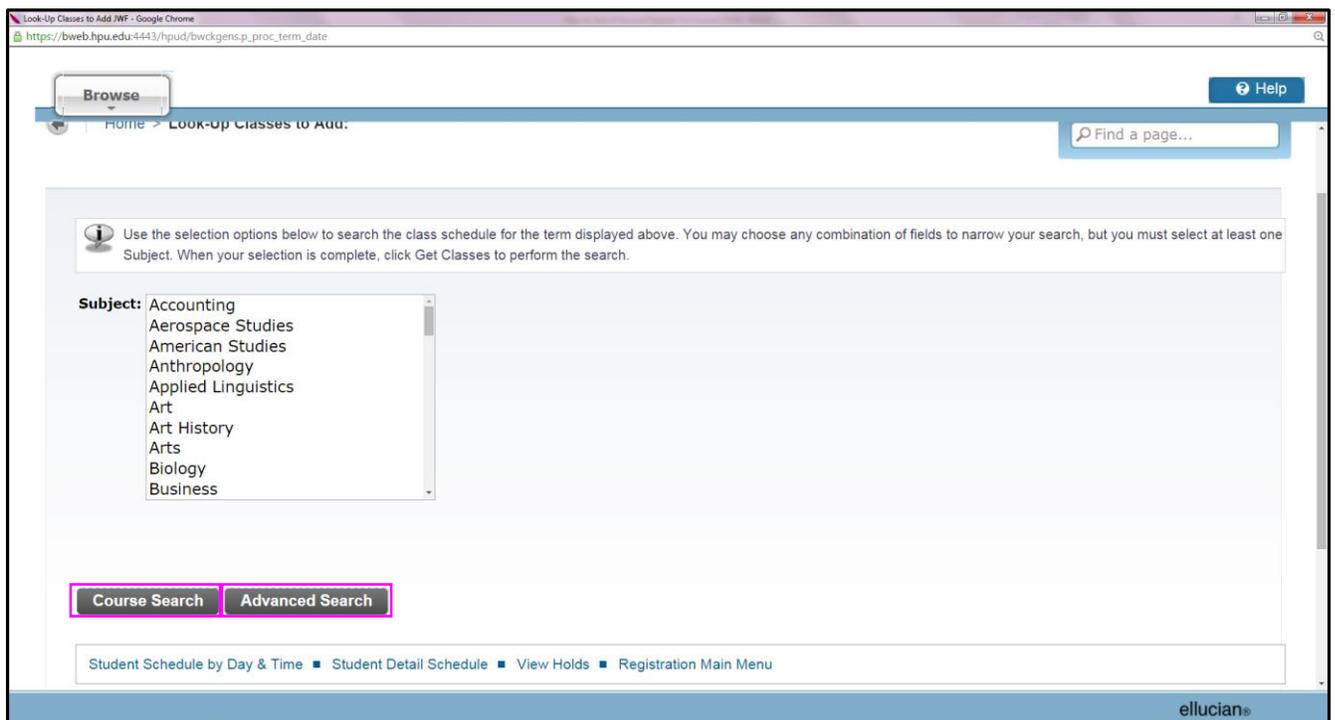
The bottom portion of the screen provides options for various tasks related to Registration. For the purpose of searching for classes, please choose Option 7 “Class Search”.



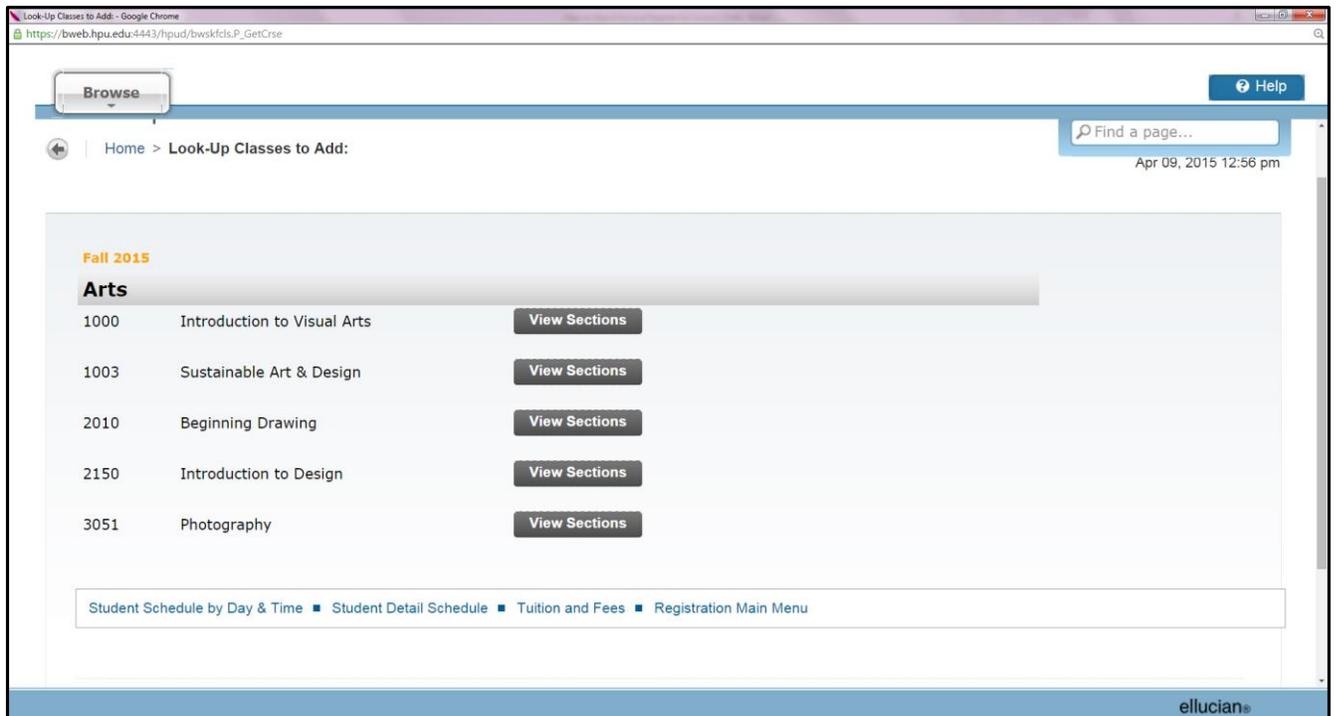
4. Next, select the term for the class search.



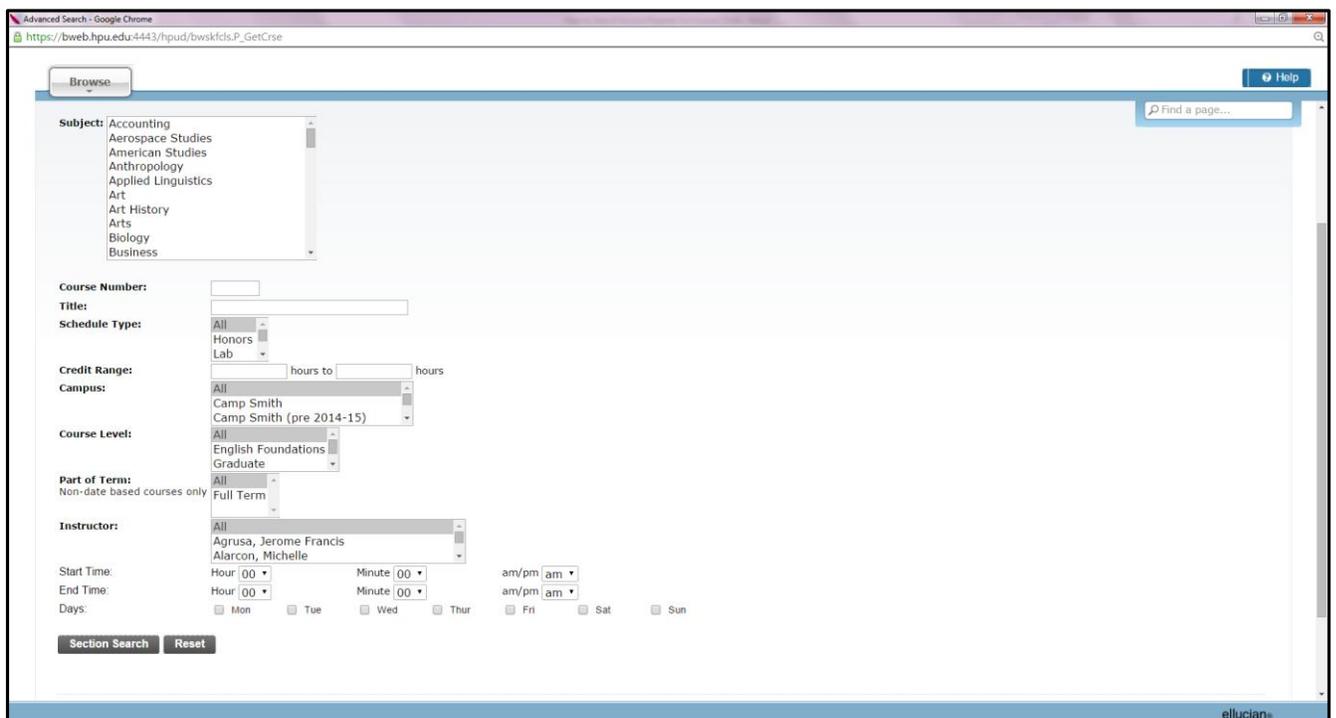
After selecting the term, the following screen will appear. Once you select the subject, you can choose to search all courses being offered in that subject area through the “Course Search” selection or the “Advanced Search”, which provides additional search fields such as course number, times, and locations of the course.



The following screen will appear when “Course Search” is selected. For example, the following courses appear when the subject “Arts” is selected above. All ARTS courses being offered for the semester are listed.



The following screen will appear when “Advanced Search” is selected. This search allows additional options to be included when searching for classes.



5. Once you've selected the specific course, the following screen appears showing all sections of the course being offered for the term. Here, you will select the course section you want to register for by clicking the box under the "Select" column and then clicking "Register" or "Add to Worksheet". (If this column displays CL or SR, that particular section of the course is either closed or not available for you to register into.)

Look-Up Classes to Add: - Google Chrome  
[https://bweb.hpu.edu:4443/hpud/bwckgens.P\\_RegsGetCrse](https://bweb.hpu.edu:4443/hpud/bwckgens.P_RegsGetCrse)

Personal Information Student Services & Financial Aid Find a page...

### Look-Up Classes to Add:

Home > Look-Up Classes to Add:

Sections Found

Arts

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	3050	ARTS	1003	A	DHC	3.000	Sustainable Art & Design	MWF	11:50 am-12:45 pm	22	7	15	0	0	0	Staff Humanities & Social Sciences (P)	08/31-12/13	MP 315	
<input checked="" type="checkbox"/>	3051	ARTS	1003	B	DHC	3.000	Sustainable Art & Design	MWF	12:55 pm-01:50 pm	22	3	19	0	0	0	Staff Humanities & Social Sciences (P)	08/31-12/13	MP 315	

Register Add to WorkSheet New Search

Student Schedule by Day & Time Student Detail Schedule Tuition and Fees Registration Main Menu

© 2015 Ellucian Company L.P. and its affiliates. ellucian®

Once you've registered for the course you will be brought to the following screen. The classes that you just chose and registered for will appear on your current schedule.

Add/Drop Classes: - Google Chrome  
[https://bweb.hpu.edu:4443/hpud/bwskfreg.P\\_AltPin](https://bweb.hpu.edu:4443/hpud/bwskfreg.P_AltPin)

If using Veterans Affairs (VA) benefits, [click here](#). Find a page...

### Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
**Web Registered** on Apr 09, 2015	None	3069	CJ	3320	OA	Undergraduate	3.000	Undergraduate Standard Letter	Corrections: Processes & Prog.
**Web Registered** on Apr 09, 2015	None	3164	CJ	3070	OB	Undergraduate	3.000	Undergraduate Standard Letter	Justice Management
**Web Registered** on Apr 09, 2015	None	2564	PSY	3235	OB	Undergraduate	3.000	Undergraduate Standard Letter	Cross-Cultural Psychology

Total Credit Hours: 9.000  
 Billing Hours: 9.000  
 Minimum Hours: 0.000  
 Maximum Hours: 16.000  
 Date: Apr 09, 2015 01:22 pm

### Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

Student Schedule by Day & Time View Holds Registration Main Menu Tuition and Fees Degree Program Requirements

© 2015 Ellucian Company L.P. and its affiliates. ellucian®

6. If you want to drop courses you may use the drop down, under "Action," as shown below.

The screenshot shows the 'Add/Drop Classes' interface. At the top, there is a 'Browse' button and a search bar. Below that, a link for Veterans Affairs benefits is provided. The main section is titled 'Current Schedule' and contains a table with the following columns: Status, Action, CRN, Subj, Crse, Sec, Level, Cred, Grade Mode, and Title. Three rows of courses are listed, each with a dropdown menu in the 'Action' column. The third row's dropdown menu is open, showing options: 'None', 'None', and 'Web Drop - Before Term'. Below the table, summary statistics for credit and billing hours are shown, followed by an 'Add Classes Worksheet' section with input fields for CRNs and buttons for 'Submit Changes', 'Class Search', and 'Reset'. A navigation bar at the bottom includes links like 'Student Schedule by Day & Time' and 'View Holds'.

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
**Web Registered** on Apr 09, 2015	None	3069	CJ	3320	OA	Undergraduate	3.000	Undergraduate Standard Letter	Corrections: Processes & Prog.
**Web Registered** on Apr 09, 2015	None	3164	CJ	3070	OB	Undergraduate	3.000	Undergraduate Standard Letter	Justice Management
**Web Registered** on Apr 09, 2015	None None Web Drop - Before Term	2564	PSY	3235	OB	Undergraduate	3.000	Undergraduate Standard Letter	Cross-Cultural Psychology

Total Credit Hours: 9.000  
Billing Hours: 9.000  
Minimum Hours: 0.000  
Maximum Hours: 16.000  
Date: Apr 09, 2015 01:22 pm

7. If you know the CRN (Course Registration Numbers) for the courses you wish to register for you may also add these to your class worksheet as shown below.

This screenshot is similar to the previous one but focuses on the 'Add Classes Worksheet' section. The 'CRNs' input fields are highlighted with a pink box, and the values '1833', '1256', and '1321' are entered into the first three fields. A pink arrow points to the 'Submit Changes' button. The rest of the interface, including the 'Current Schedule' table and navigation bar, remains the same as in the previous screenshot.