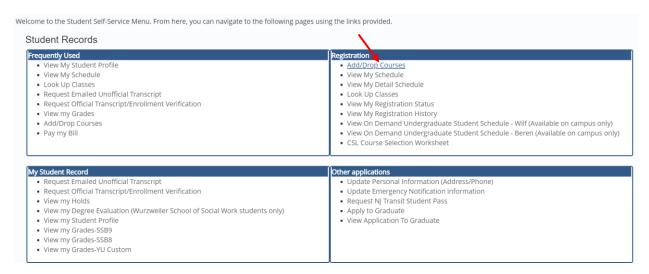
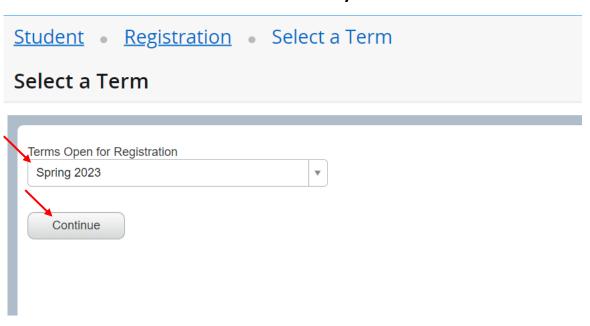
To Register for courses in Self Service Banner, log into Inside Track, navigate to the Student Dashboard and click Add/Drop Courses



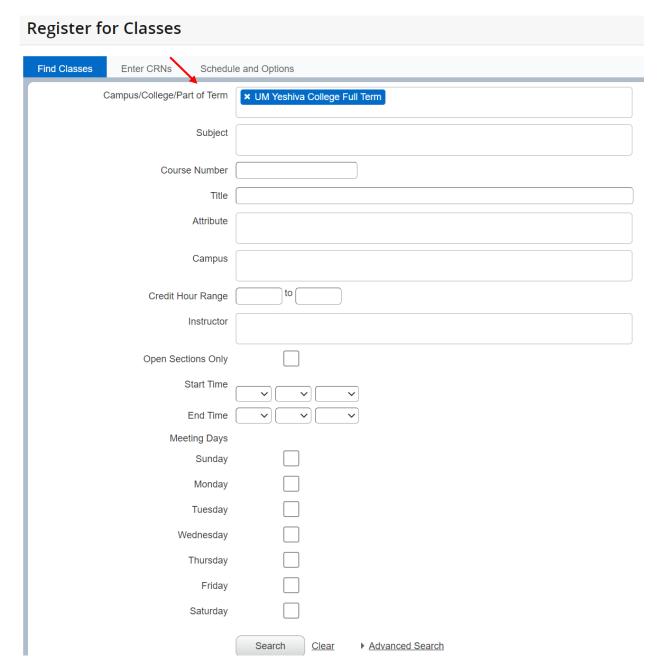
Select Term and click Continue. Make sure you do not click on a zman term.



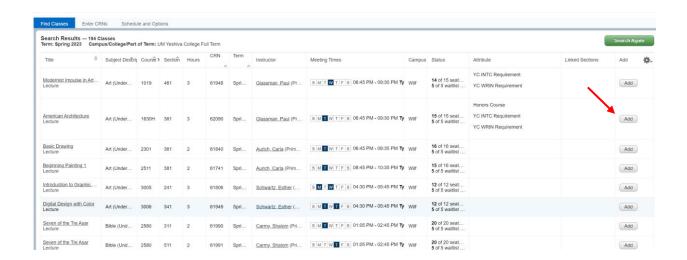
Search for classes in the Find Classes tab (to register using the Enter CRNs tab, please see below)

<u>Student</u> • <u>Registration</u> • <u>Select a Term</u> • Register for Classes	
Register for Classes	
Find Classes Enter CRNs Schedule and Options	
Enter Your Search Criteria Term: Spring 2023	
Campus/College/Part of Term	
Subject	
Course Number	
Title	
Attribute	
Campus	
Credit Hour Range	to
Instructor	
Open Sections Only	
Start Time	
End Time	
Meeting Days	
Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	

Select Campus/College/Part of Term for the schedule of classes for your School. Cardozo 2L, 3L and LLM students should select "Cardozo Full Session". You can also search by subject "LAW". (You may need to scroll to the bottom to see the search button.)

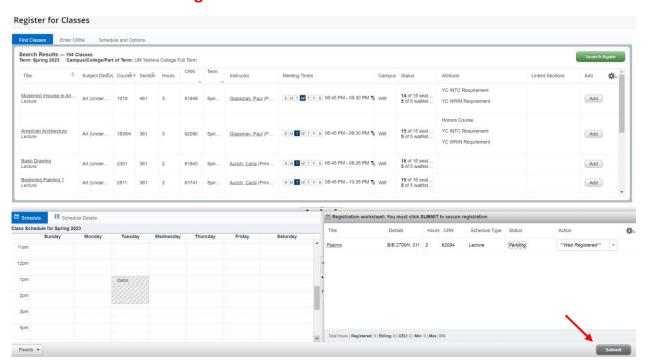


From the Search Results screen, you can add a class to your Registration Worksheet. Click the ADD on the right-side of your selected class.

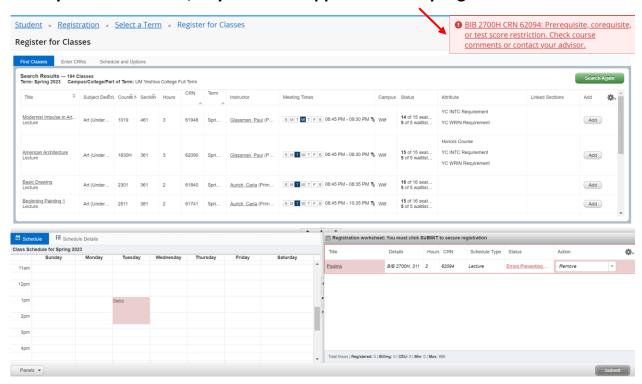


AFTER you add the class(es) to your Registration Worksheet, you MUST press Submit (at the bottom-right of the screen) to complete the registration.

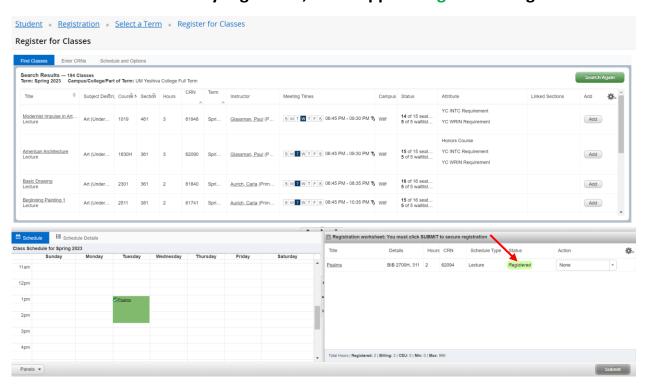
If you navigate away from the Register for Classes page, all pending courses in the Registration Worksheet will be removed.



Once you click **SUBMIT**, any error will appear at the top-right of the screen.

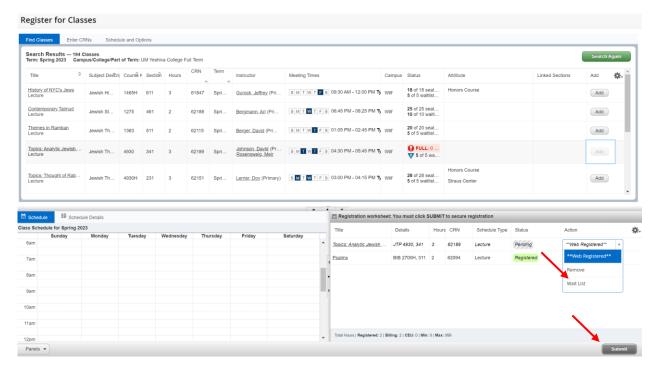


If the course is successfully registered, it will appear in green as Registered.

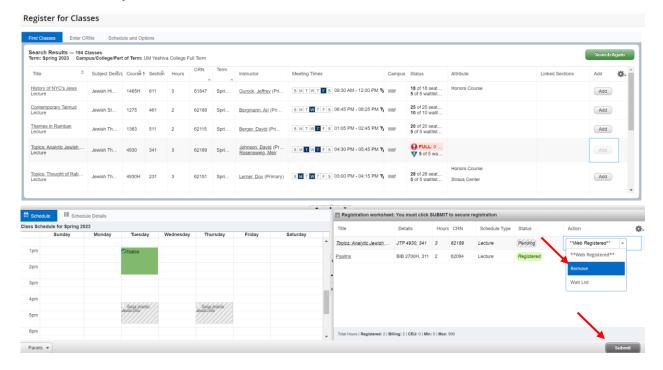


Waitlisting:

You may add yourself to a closed course, if there is a Waitlist. ADD the course to your Registration Worksheet and choose Waitlist from the Action dropdown. You MUST press Submit (at the bottom-right of the screen) in order to be placed on the Waitlist

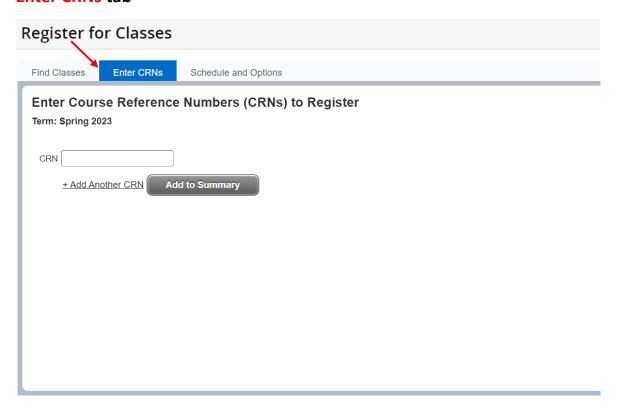


To Remove a pending course from the registration worksheet, choose Remove from the Action dropdown. You MUST press Submit (at the bottom-right of the screen) in order to complete the remove the course.

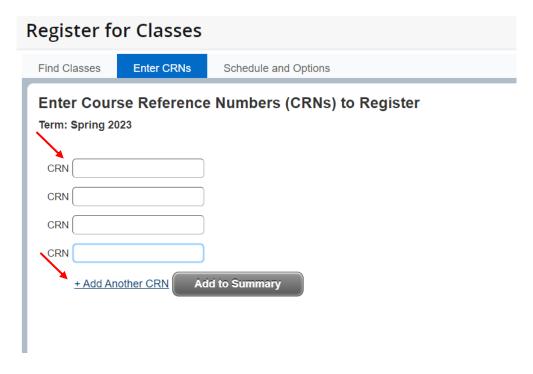


Enter CRNs:

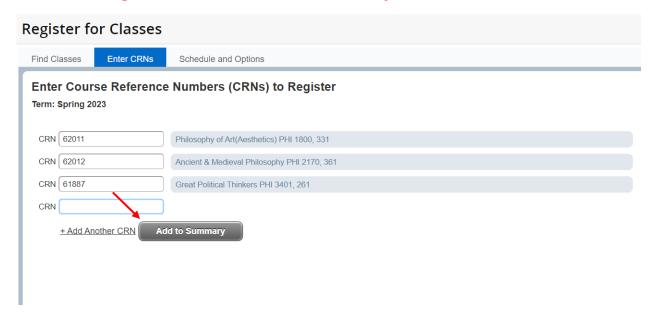
An alternative method to add courses to your registration worksheet is using the Enter CRNs tab



Enter the 5-digit CRN and click Add to Summary. Click +Add Another CRN to add more CRNs.

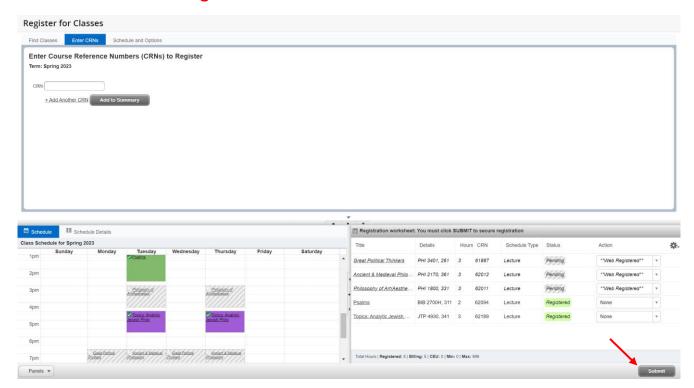


Enter the 5 digit CRNs and click Add to Summary.

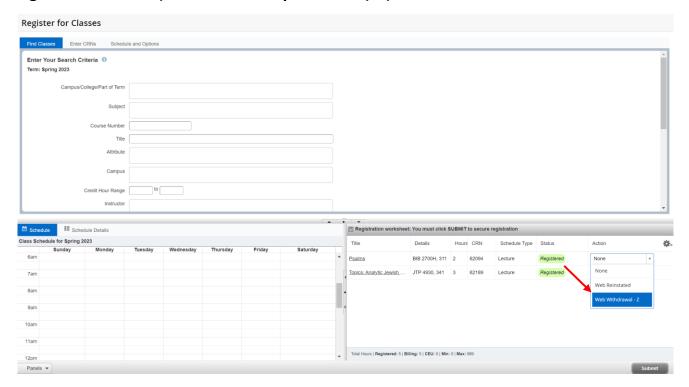


AFTER you add the class(es) to your Registration Worksheet, you MUST press Submit (at the bottom-right of the screen) to complete the registration.

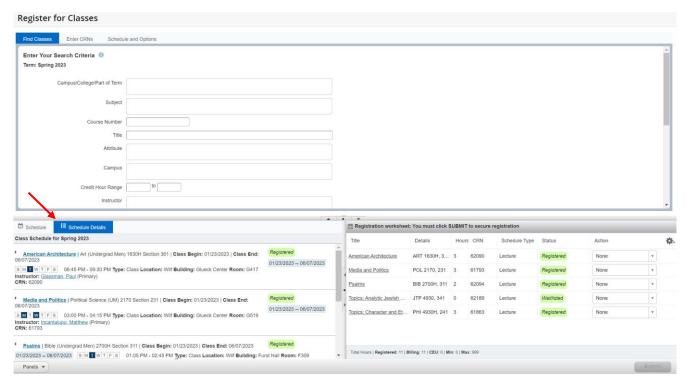
If you navigate away from the Register for Classes page, all pending courses in the Registration Worksheet will be removed.



To Drop a course from the registered courses, choose the Drop option (DROP or Web Withdrawal) from the Action dropdown. You MUST press Submit (at the bottom-right of the screen) in order to drop the class(es).



To view schedule details, you can click on Schedule Details from the bottom-left panel.



To see more class details including your waitlist position, click on the down arrow for that course.

