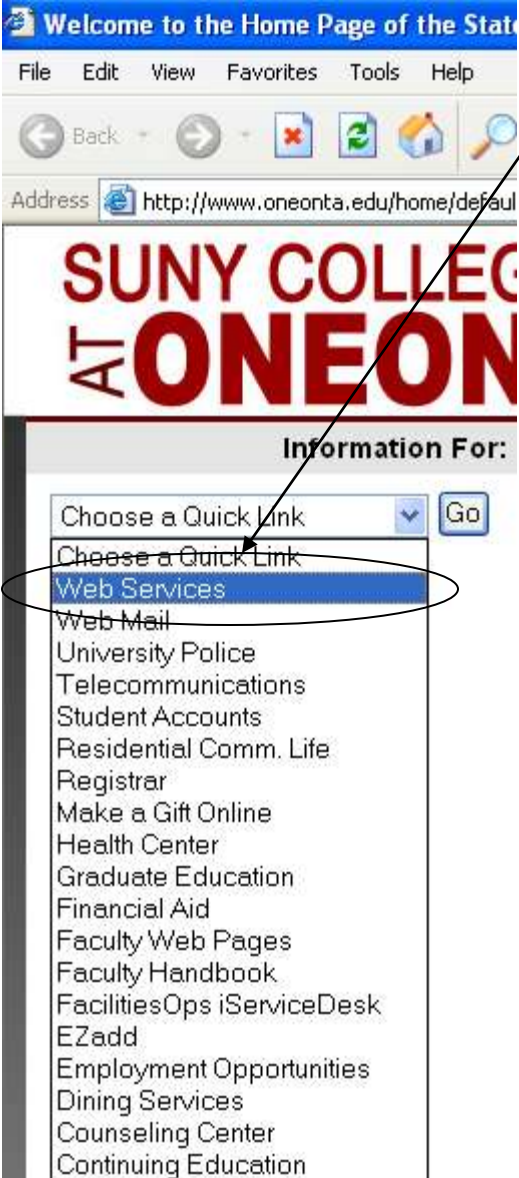


# Oneonta web registration 101



1. Log onto Oneonta's webpage and select Web Services from the drop-down menu

2. Select Registrar Services. This will bring you to the logon page.

- Financial Aid**  
Review Financial Aid Requirements and Awards.
- Open / Closed Classes**
- Personal Information**  
Update address(es), Phone number(s), email, View your Oneonta ID#, or change your PIN number.
- Registrar Services**  
Register for classes, Display your class schedule, View your holds, Display your grades.
- Residence Life & Housing**  
Residence Hall Rooms Applications
- Student Accounts**
  - View Student Account Records**  
Access account, billing, tax, and other student information
  - View and Process Your Current Bill**

3. Enter your Oneonta ID # OR Social Security Number followed by your 6 digit pin #.

Oneonta ID # or SSN (no dashes):

PIN:

Login

Forgot PIN?

4. Select "Student Services & Financial Aid"

## Main Menu

Welcome [redacted] to the WWW Information System! Last web access on [redacted]

■ [Personal & User Account Information](#)

Update addresses, contact information or marital status; Review name information; Change your PIN; View your Oneonta ID number; [User Account Maintenance](#).

■ [Student Services & Financial Aid](#)

Register, Request Advisement Document, View your Academic Records and Financial Aid, View Student Billing and Account Information, Residence Life Applications.

[Accessibility](#)

RELEASE: 7.4

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Internet

**Personal Information** **Student Services & Financial Aid**

Search

5. Select "Registration"

## Student Services & Financial Aid

■ [Registration](#)

Check your registration status, class schedule and add or drop classes

■ [Student Records](#)

View your holds, grades, transcripts, account summary, and billing information.

■ [Financial Aid](#)

Apply for Financial Aid, review status and loans

■ [Residential Community Life](#)

Apply for housing; Housing selection key authorization;

■ [Academic Advisement](#)

Request Advisement Documents; New Student Orientati

6. Select "Registration status"

**Personal Information** **Student S**

Search

## Registration

[Select Term](#)

[Add or Drop Classes](#)

[Look-up Classes](#) (To find available classes)

[Change Class Options](#)

[Student Schedule](#)

[Student Detail Schedule](#)

[Registration Status](#)

Search  Go

7. Select the semester you are interested in and click "Submit"

## Registration Term

Select a Term:

Submit

8. This is where your time ticket for registration will be displayed.

- Be ready to select your classes prior to this time
- Have options in case classes are closed
- Any holds will be displayed below

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

## Registration Status for [REDACTED]

Spring 2008  
Oct 25, 2007 11:15 am

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You have no Registration Time Ticket. Please contact the Registrar's Office.

You have no Holds which prevent registration.

Your Student Status permits registration.

Your Class for registration purposes is Senior.

**Earned Credit**


Level	Type	Hours
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Internet

9. In order to look up classes, backtrack to step 6 and select "Look Up Classes" from the "Registration" page

## Look Up Classes

Spring 2008  
Oct 25, 2007 11:21 am

 Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

**Subject:**   
Accounting  
Africana and Latino Studies

**Course Number:**

**Part of Term:**   
Non-date based classes only  
1st Half Semester  
1st Mini-Term

**Instructor:**   
Albanese, James  
Aldridge, Benjamin

**Attribute Type:**   
(LA)  
AA2

**Start Time:** Hour  Minute  am/pm

**End Time:** Hour  Minute  am/pm

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

On this page, you can search for classes by subject, number, term, etc.

Class Search

Reset

- From the "Registration" page (step 6) you can also select "Add or Drop Classes." This is where you will go when you actually add your selections

- The "Add or Drop Classes" page will appear very similar to the "Look Up Classes" page. On the bottom of this page you will be able to enter the CRN codes of the classes you have looked up and add them into your schedule.

- See your advisor, ATM, or head to academic advisement in Netzer 100 for help choosing classes