How to Register for Classes Using E-Campus (Updated M. Hunt 4/23/13)

1. Create an e-campus account using the instructions in your acceptance email from the Graduate School. Log in.

2. Under “Student Center” on the front of your home page, click “Enroll.”

3. Select the semester you would like to register for. Make sure “add” is highlighted at the top of the page.

4. Click “continue.”

5. Select “class search” and click “search.”
6. Enter your search criteria. You are required to enter a subject: some subject abbreviations commonly used by MESM students are NRS (Natural Resources Science), BIO (Biology), EVS (MESM seminars and major paper), CPL (Community Planning), STA (Statistics), GEO (Geology), and EEC (Natural Resource Economics). You do not need to enter a course number to search. If you want to search 500-level classes, set “Course Career” to “Graduate.” If you want to search 400-level classes, set “Course Career” to “Undergraduate” and course number to “greater than or equal to” and “400.” Feel free to use additional search criteria if you find them helpful, or to enter the exact course number if you know it.
7. You will now see a list of classes. When you find the class you want to register for, click “select class.” For some classes, like the one shown below, you will need to register for both a lecture and a lab section.

![NRS 401 - Foundations in Restoration Ecology](image)

8. Select your lab section (if required) and click “next.” The green circle indicates that there is still space available in the class.

![NRS 401 - Found. in Restoration Ecology](image)

9. For most 400-level and some 500-level classes, you will need to obtain a permission number from the instructor to register. Email the instructor directly to ask for a permission number, and identify yourself as a MESM student. Most instructors are happy to have graduate students in the class and will be glad to give you a permission number if space is available. Remember that classes with a field component will typically fill the first week of registration period. Enter the
10. The class is now in your “shopping cart.” Click search again to find more classes to add.

11. Click “proceed to step two of three” when you are done selecting classes.
12. Click “finish enrolling.”

13. If you see a green check mark next to a class, you are officially enrolled! If you see a red “X” you forgot to add the permission number, and can try again once you have obtained it.