

How do I register for courses?

1. Log into e-services with your StarID and password
2. Click on “Courses and Registration” on the left side



Student e-services

- Dashboard
- Home
- Account Management
- Courses & Registration**
- Academic Records
- Financial Aid
- Housing and Dining
- Bills and Payment
- Student Employment
- Contact Us

My Dashboard Joe Scholar I

Welcome to Minnesota State Colleges & Universities eServices.

Holds that may impact Registration

Your Immunization Record may not be current: Contact Student Health S

Action Items

[Personal - Military and Veteran Status](#)

[Please enter, verify or update your emergency contact.](#)

Class Schedule

▼ Current Term: Spring 2023

School	Class	Days	Time	E
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3. Click on “Search for a Course”

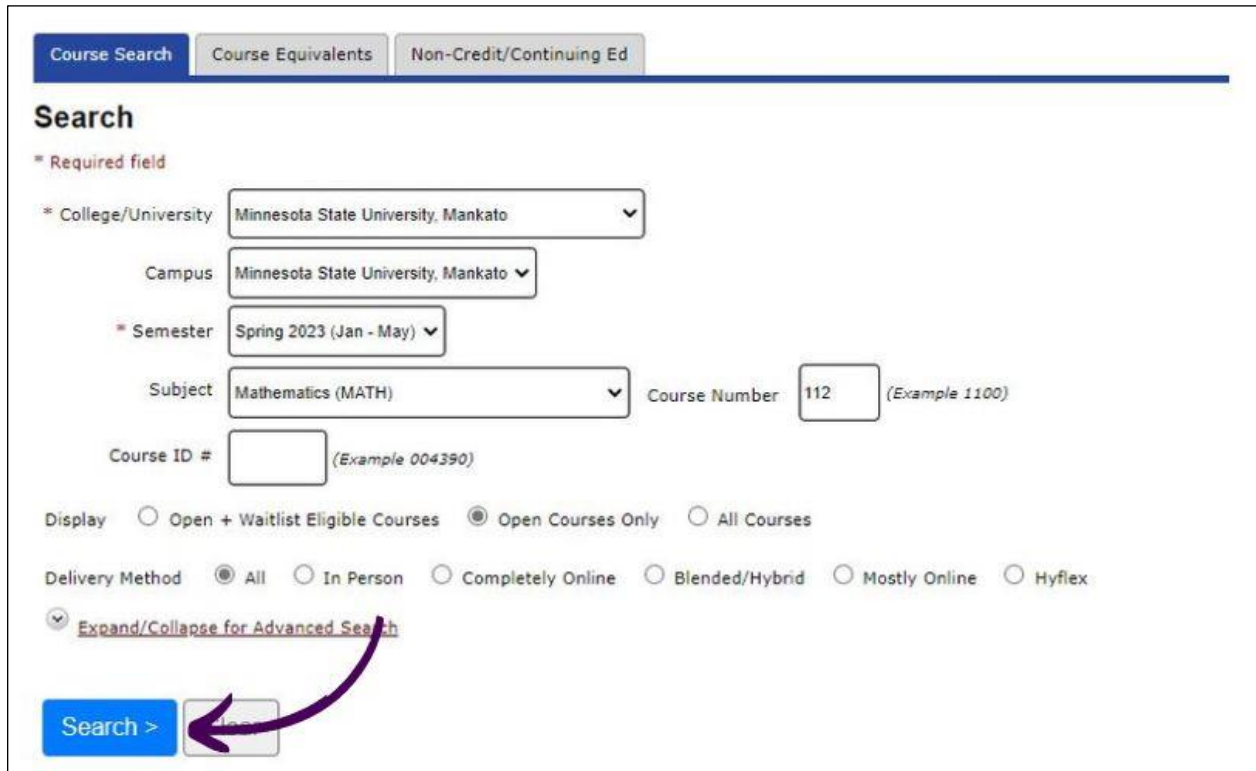


Courses and Registration Joe Scholar |

- [Search for a Course](#)
- [Review My Plan](#)
- [View/Modify Schedule](#)
- [Quick Add \(Register\)](#)
- [Registration Holds](#)
- [Registration Access Code](#)
- [Registration Window](#)
- [Registration Log](#)

4. Make sure the correct semester is selected
5. Select the subject that you are looking for, such as MATH
6. Enter the course number if you know it, otherwise leave that field blank to see all courses offered for that subject

7. Click on “Open Courses Only” if you want to see only courses that currently have seats available or “Open + Waitlist Eligible Courses” if you want to include courses that are currently full but have an option to get on a waitlist
8. Click on “Search”



The screenshot shows a course search interface with the following elements:






- Navigation tabs: "Course Search" (active), "Course Equivalents", and "Non-Credit/Continuing Ed".
- Section header: "Search".
- Legend: "* Required field".
- Form fields:
 - College/University: "Minnesota State University, Mankato" (dropdown)
 - Campus: "Minnesota State University, Mankato" (dropdown)
 - Semester: "Spring 2023 (Jan - May)" (dropdown)
 - Subject: "Mathematics (MATH)" (dropdown)
 - Course Number: "112" (text input, with example "(Example 1100)")
 - Course ID #: (empty text input, with example "(Example 004390)")
- Display options: "Open + Waitlist Eligible Courses" (radio), "Open Courses Only" (radio, selected), "All Courses" (radio).
- Delivery Method: "All" (radio, selected), "In Person" (radio), "Completely Online" (radio), "Blended/Hybrid" (radio), "Mostly Online" (radio), "Hyflex" (radio).
- Advanced Search: "Expand/Collapse for Advanced Search" (dropdown arrow).
- Buttons: "Search >" (blue button) and "Reset" (grey button).

A purple arrow points from the "Expand/Collapse for Advanced Search" dropdown to the "Search >" button.

9. You will then see a list of all available sections.
10. Click on the title of the course that you are interested in.

[< Search Results & Plan](#) [Continue to Review My Plan >](#)

MATH 112 - College Algebra Spring 2023, Section 01

Add Equivalent Waitlist	ID #	Subj #	Sec	Title	Dates	Days	Time	Crds	Status	Instructor	Delivery Method	Loc
  	003815	MATH	112 01	College Algebra	01/09 - 05/05	M.T.Th.F	8:00am - 8:50am	4.0	Open	Birkholz, Kaitlyn 	On Campus	

Meeting Details

Dates	Days	Time	Building/Room	Instructor
1/9/2023 - 5/5/2023	M.T.Th.F	8:00am - 8:50am	Wiecking Center 0351	Birkholz, Kaitlyn

Notes

- NOTE!! THIS COURSE HAS ADD'L FEE.
- First Day Materials Charges \$62.50.
- Open, but can't register? Email cynthia.meyer@mnsu.edu

Location Details

Offered through: Minnesota State University, Mankato.
Campus: Minnesota State University, Mankato. **Location:** Minnesota State University, Mankato.

Seat Availability

Status: Open **Size:** 35 **Enrolled:** 11 **Seats Remaining:** 24





Prerequisites (Courses and Tests)

This course requires any of these seven prerequisite categories

11. Here, you will find information about the course in more detail. Pay attention to the “Notes” area, as it may provide additional information including permission requirements, additional course and/or materials cost, and any restrictions.
- Note: some sections are designated for certain student populations or programs; if this doesn’t apply to you, you cannot register for that section.

**MATH 112 - College Algebra
Spring 2023, Section 01**

[Continue to Review My Plan >](#)

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Prerequisites (Courses and Tests)

This course requires any of these seven prerequisite categories:

12. Click on the + button up toward the top left under the add column, next to the magnifying glass. This will add the course to your wish list, a list of courses you hope you can take for the semester you are registering for.
 - a. Note: you may want to consider adding multiple sections to your wish list, as you can always remove courses before you register. This way, as you are trying to build your ideal schedule and remove time conflicts, you don't have to go back and repeat the search process for each course.
13. Repeat steps 3-12 until all the courses are added.




My Plan for Spring 2023

Wish List: 6 Wait List: 0 Registered: 0 

[Continue to Review My Plan >](#)

Search Results for **Spring 2023**

<< first prev 1 next >> last >> Showing courses 1 - 15 of 15 50 per page

Filter by Instructor  :

14. Once all the courses you want are added, click on the "Continue to Review My Plan" in the top right. This will show all the courses that you have in your wish list.

Review My Plan

[New Search](#)

Spring 2023

Minnesota State University, Mankato

Plan was last changed 2/14/2023 at 9:11 AM

Wish List (4)

Your registration window is currently open.

<input checked="" type="checkbox"/>	ID #	Subj #	Sec	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc	
<input checked="" type="checkbox"/>	006318	ECON	201	20	Principles of Macroeconomics	01/09 - 05/05	n/a	n/a	3.0	Open	Simonson, Robert ☒	Completely Online-Asynchronous	📍
<input checked="" type="checkbox"/>	003815	MATH	112	01	College Algebra	01/09 - 05/05	M T Th F	8:00am - 8:50am	4.0	Open	Birkholz, Kaitlyn ☒	On Campus	📍
<input checked="" type="checkbox"/>	001221	BIOL	105	11	General Biology I	01/09 - 05/05 01/09 - 05/05	Th M W F	11:00am - 1:50pm 2:00pm - 2:50pm	4.0	Open	Unassigned, Staff ☒ Sorensen, Robert ☒	On Campus	📍
<input checked="" type="checkbox"/>	002584	ENG	101	15	Foundations of Writing & Rhetoric	01/09 - 05/05	M T W Th	10:00am - 10:50am	4.0	Open	Kabliska, Grace ☒	On Campus	📍

Select Course(s) to proceed to Register

Remove Selected Course(s) from Wish List

15. Double check that your courses do not overlap in times. If they do, select an alternative section. If all looks good, click on the checkboxes to the left of each course.

Review My Plan

[New Search](#)

Spring 2023

Minnesota State University, Mankato

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Select Course(s) to proceed to Register

Remove Selected Course(s) from Wish List

16. Click on the blue “proceed to register” button.

[< Review My Plan](#)

Spring 2023

By confirming this registration, whether or not you have applied for or accepted financial aid (grants, loans, scholarships), you are accepting any financial and academic obligations incurred as a result of this transaction. Failure to pay will result in my debt being referred to the State of Minnesota collection agency (Minnesota Department of Revenue, Collection Division) or a private collection agency. If this happens, I agree to reimburse the fees of any collection agency, which may be based on a percentage at a maximum of 40% of the debt, and all costs and expenses, including reasonable attorney's fees, incurred in such collection efforts.

I also authorize the college or university, and their respective agents and contractors to contact me regarding my debt request, including repayment of my debt, at the current or any future number that I provide for my cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

If you are degree seeking and want more information about graduation requirements, visit your college or university's web site.

Enter your StarID password and register:

ID #	Subj #	Sec	Title	Dates	Days	Time	Cr/Hr	Grade Method	Instructor	Delivery Method	Loc	
003815	MATH	112	01	College Algebra	01/09 - 05/05	M T Th F	8:00am - 8:50am	4.0	Normal	Birkholz, Kaitlyn ✕	On Campus	📍
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006318	ECON	201	20	Principles of Macroeconomics	01/09 - 05/05	n/a	n/a	3.0	Normal	Simonson, Robert ✕	Completely Online-Asynchronous	📍

You have chosen to register for the courses listed above. **Please check with your academic advisor** to ensure selected courses apply toward graduation. If you have not been admitted to Minnesota State University, Mankato, please keep in mind that not all courses may transfer or apply to another institution.

17. Enter your starID password and click the “register” button.

18. You should see a “Registration Successful!” message.

- a. Note: if you see an error, please refer here for common error codes and solutions:
[Registration Error Codes.](#)