•Complete the areas for the class you wish to register for and click "Submit".

•Be sure to choose an "Action" for the class you would like to register for.

If You Do Not Choose An "ACTION" and Confirm your Selection you will Not be Registered for Your Selected Class.

4. Click "Register / Add Classes" 5. Click "Search and Register for Classes"

Register /Add

- 1. Click "Register Now"
- 2. Click "Log In"
- 3. Click "Student"
- 4. Click "Drop Classes"
- 5. Choose the Action "Drop"
- **6.** Click Submit.

To Confirm your Class was Dropped, go to your "Billing / Registration Statement" on the Main Menu.

Drop Classes

To Confirm your Class was Added go to your "Billing / Registration Statement"

- **Add Classes With Add Code**
- 1. Click "Register Now"
- 2. Click "Log In"
- 3. Click "Student"
- **4.** Click "Register / Add Classes"

on the Main Menu.

- 5. Choose the "Express Registration"
- **6.** Input your Section Number and click "Submit".
- 7. Set your "Action" to "Register", input your Add Code and click "Submit"

Create an Account/Reset Your Login and Password

- 1. Click "My Canyons"
- 2. Click "Student"
- 3. Click "Create an Account/Reset Your Login and Password"
- **4.** Populate the Required fields and click "Submit"

Within seconds you should see your Student ID Number, User Name, and Password to access your "My Canyons" account.

My Registration Appointment

- 1. Click "My Canyons"
- 2. Click "Log In"
- 3. Click "Student "
- 4. Click "My Registration Appointment"
- **5.** Scroll down on the page and look for the Term, Date, and Time.

BUTTON TO FLIP TO ADDITIONAL PAGES

MOUSE OR PRESS

- 1. Click "My Canyons" 2. Click "Log In"
- 3. Click "Student"
- 4. Click "Make A Payment"
- **5.** Select the term for payment and complete the required fields.
- 6. Visa and MasterCard Only.

To Confirm your Payment has been processed, go to the "Main Menu" to view your "Billing / Registration Statement".