Class Registration Guide

**Step 1**
Review the course list and exam schedule here:
https://www.smu.edu/Law/Academics/Academic-Resources/Course-Schedules-and-Registration-Information

Quick tips on picking classes:

- **Do not sign up for two classes with exams at the same time!** Be cautious because, the **system will not alert you of this issue.**
- Write down the class number of the courses you want to take. You will use the class number to register for the course.
- Include “back up” courses in the event your first choices fill up. You can add extra classes to your cart up to the maximum number of hours per semester. 14 hours per semester keep you on track to graduate on time.

**Step 2**
Go to my.smu.edu. Log in. Make sure you do not have any holds on your account. These will prevent you from registering. Holds are listed under the “Tasks” tile.
**Step 3**
Go to my.smu.edu. Log in. Click on the “Shopping Cart” tile.

![Shopping Cart](image)

**Step 4**
Here, you individually input the class numbers for the courses that you would like to sign-up for. Once you put in a class number into the box, press enter and follow the steps until that class shows up in your “Shopping Cart.”

![Add by class number](image)
**Step 6**  
Once the class appears, you add it to your “Shopping Cart.” You are not registered in a class simply because it is in your cart! Put all classes you want to take, and back-up classes, into your cart all together.

![Student Portal](image)

**Step 7**  
You will hit “Proceed to Step 2 of 3.”

**Step 8**  
Continue to click through until you reach the screen indicating the classes you are enrolled in. The system will indicate which classes you were unable to enroll in. Note: don't panic if you didn’t get the schedule you originally planned! Classes will shift before the start of the semester and even during the first week! You will get a schedule you enjoy in the end regardless of the first go-around.