

JOHNS HOPKINS UNIVERSITY
Office of the Registrar

Graduate Web Registration Instructions for Fall 2008

All full-time resident graduate students will have access to register online for fall 2008 using ISIS for Students. Registration will begin on **Monday, April 28, 2008 through Wednesday, September 3**, starting at 7:00 a.m. Avoid long lines and register online!

- Have your JHED ID (login identification) and Password available! You will not be able to access ISIS for Students without this information. If you cannot remember your JHED ID, when you are on campus, go to my.jhu.edu, click on Advanced Person Search (upper right hand side) and type in your name. For problems accessing the system, contact the Support Center at help@jhmi.edu or call 410-516-HELP.
- You must see your faculty advisor to release the registration advising hold. If you register in person, you must have a signature from your adviser.
- ASEN International students with an F-1 or J-1 Visa must have a signature from OISSS if you register in person.

Before Monday, April 28, to prepare for online registration, you must take care of the following:

- Check to see if you have holds. If you see the word "Alerts" in red above the toolbar, click to see what is required to release the hold(s).
- Update biographical and address information (under Personal Info/Summary).
- Fill in emergency contact and family info (under Personal Info).
- Add to your cart to store your classes until registration begins (under Academic Info).

On Monday, April 28:

- Add your courses from My Cart (click the Register button).
- Add courses from the Search Results page.
- Drop undesired courses.

To learn how to setup your Browser, go to isis.jhu.edu, scroll down and click on Browser requirements.

Follow the directions below to access ISIS for Students.

Please note: The system will automatically log you out after 5 minutes of inactivity. If this happens, you will need to log in again to complete whatever transactions you wish to process.

- Go to isis.jhu.edu
- Sign In and enter your JHED ID and password
- Under Academic Info/My Class Schedule:
 - ◆ Check your course schedule for conflicts, click on Weekly Calendar
 - ◆ **IMPORTANT STEP: For reference and receipt, print (Control + P) My Class Schedule, view by Enrollment Summary.**
- **Close your browser by using the red X in the upper right hand corner of the screen.**

To Register for an 800 Level Course

1. Go to the Registrar's Office Homepage – <http://www.jhu.edu/registrar>, select **Undergrad and Grad Students** and click on **Fall 2008 Course Schedule**.
2. Register for the appropriate course and section that corresponds to your faculty sponsor.

Please note: Online registration will NOT be available for:

- *Intersession courses
- *Interdivisional registration
- *Cooperative registration
- *Permission required/instructor consent courses
- *Late registration
- *Students returning from a period of absence
- *Newly admitted graduate students

- *Part-time students/pay per credit
- *Nonresident students (Ph.D candidates completing work away from JHU)
- *Study Abroad students
- *Post Doctorate students

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