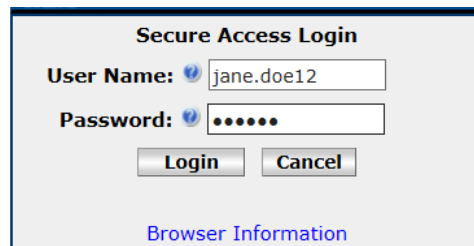


Blinn College Registration

1. Logging into myBlinn

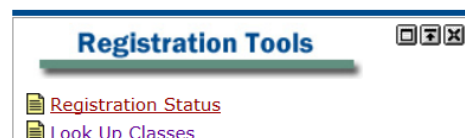
1. Go to <http://www.blinn.edu>
2. Click on myBlinn on the left-hand side of the page.
3. Type your username and your password.
 - a. Your username is your FirstName.LastNamexx (where xx is the last 2 digits of your Blinn ID #)
 - i. For example, Jane Doe with Blinn ID# B00111112 will have the username Jane.Doe12
 - b. Your default password is your birth date in the format MMDDYY.
 - i. For example, if your birth date is June 28, 1993, you will enter the following for your password: 062893
 - ii. If you have changed your password, you will use the new password you created instead of your birth date.
4. Click Login.



The image shows a 'Secure Access Login' form. It has two input fields: 'User Name' with the text 'jane.doe12' and 'Password' with masked characters '.....'. Below the fields are 'Login' and 'Cancel' buttons. At the bottom, there is a link for 'Browser Information'.

2. Viewing Registration Eligibility

1. Click on the My Records tab.
2. Click on Registration Status under the Registration Tools area.
3. Choose the term you wish to register for at Blinn College and click Submit.



Registration Term

Select a Term:

RELEASE: 8.4

4. You will be able to view your registration eligibility.

Registration Status

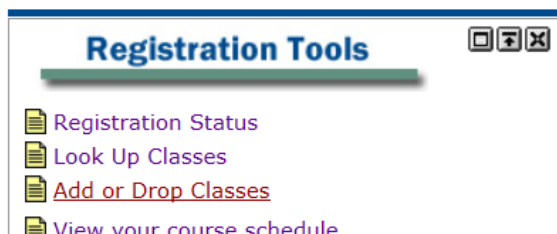
- ✓ You have no Holds which prevent registration.
 - ✓ Your Academic Standing permits registration.
 - ✓ Your Student Status permits registration.
- Your Class for registration purposes is Freshman.

5. To go back to the previous screen, click "Back to the My Records Tab" on the top left.

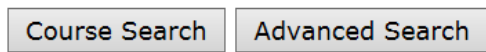
Blinn College Registration

3. Adding Classes

1. In the My Records tab, click on Add or Drop classes under the Registration Tools area.



2. Choose the term you wish to register for at Blinn College and click Submit.
3. Click on Advanced Search below the list of subjects.
 - a. WARNING: If you do not choose Advanced Search, you are searching for courses on ALL campuses.
4. Choose your search criteria.
 - a. Choose the Subject, such as Biology, English, Math, etc.
 - b. Type the Course Number, such as 1406, 1301, etc.
 - c. Choose the campus you will be attending, such as Brenham, Bryan, Schulenburg, Sealy, or Distance Education.
 - d. Optional search criteria:
 - i. Instructional method, such as Traditional (meets on campus), Internet (meets online), Blended (meets online and on campus), etc.
 - ii. Part of Term, such as minimester courses, 8-week courses, 12-week courses, etc.

A screenshot of a search criteria form. The form has several sections, each with a label and a dropdown menu. The "Subject" dropdown is highlighted with a red box and shows a list of subjects including Accounting, Agriculture, Anthropology, Architecture, Art, Biology, Business, and others. The "Course Number" field contains the text "1301". The "Campus" dropdown is also highlighted with a red box and shows options for "All", "Brenham", and "Bryan". Other sections include "Schedule Type", "Instructional Method", "Part of Term", "Instructor", "Attribute Type", "Start Time", "End Time", and "Days". At the bottom of the form are two buttons: "Section Search" and "Reset".

Blinn College Registration

5. Click Section Search.
6. When the list of courses appears, choose the course you want by clicking the checkbox next to the course you want to register for.
 - a. If there is a "C" in the Select column, then the course is full or closed for registration.
 - b. The course times and days will be indicated in the columns. Please note that M = Monday, T = Tuesday, W = Wednesday, R = Thursday, and F = Friday.
 - c. Classes such as sciences and foreign languages will have at least 2 days/times listed as they will have a lecture and lab
7. Click Register.

Look Up Classes

Sections Found

Art - ARTS

Select	CRN	Subj	Crse	Sec	Cmp	C
<input checked="" type="checkbox"/>	21122	ARTS	1301	300	BY	3

8. The course will be added to your schedule.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec Level	Cred	Grade Mode	Title
***Web Registered** on May 08, 2015	None	21122	ARTS	1301	300	Undergraduate	3.000	Standard Letter Art Appreciation

Total Credit Hours: 3.000
 Billing Hours: 3.000
 Minimum Hours: 0.000
 Maximum Hours: 18.000
 Date: May 08, 2015 03:45 pm

Add Classes Worksheet

CRNs

- a. If there is a problem, the course will appear under the heading "Registration Add Errors." You will need to adjust your search criteria or pick another course.

Registration Add Errors

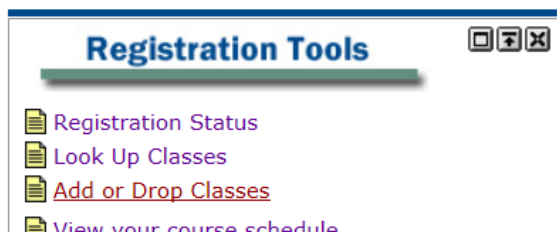
Status	CRN	Subj	Crse	Sec Level	Cred	Grade Mode	Title
Campus Restriction	13064	ARTS	1311	001	Undergraduate	3.000	Standard Letter Design I (2-dimensional)

9. Continue the process to search for your remaining courses.

Blinn College Registration

4. Dropping Classes

1. In the My Records tab, click on Add or Drop classes under the Registration Tools area.



2. Choose the term you wish to register for at Blinn College and click Submit.
3. Choose Web Drop from the drop down menu under actions.

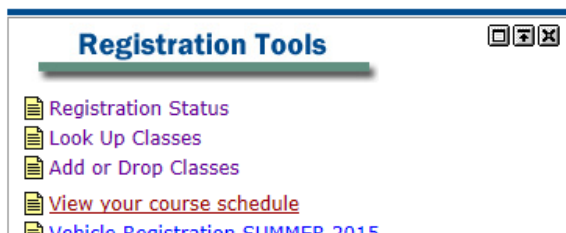
Current Schedule

Status	Action	CRN	Subj	Crse S
Course Drop/Delete on Jan 08, 2013		22244	MATH	1324 3
Web Registered on May 11, 2015	Web Drop	21829	ANTH	2301 3

4. Click Submit Changes.

5. Viewing Your Schedule

1. In the My Records tab, click on View your course schedule under the Registration Tools area.



2. Your schedule will appear with the Start Date, End Date, Days, Times, Location, and Instructor.



To prevent problems with your myBlinn account, always use the log out button in the upper right-hand side of the screen.