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.

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.
4. You will be able to view your registration eligibility.
5. To go back to the previous screen, click “Back to the My Records Tab” on the top left.
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.
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.**

8. The course will be added to your schedule.

   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.

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

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.