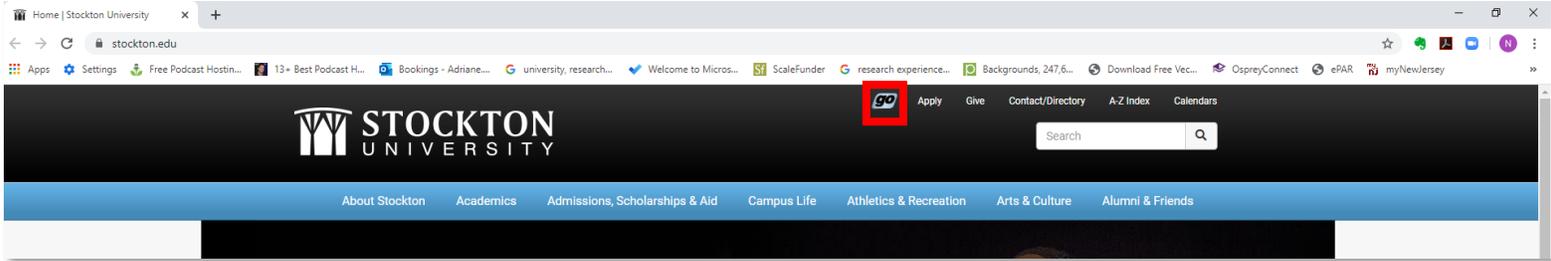
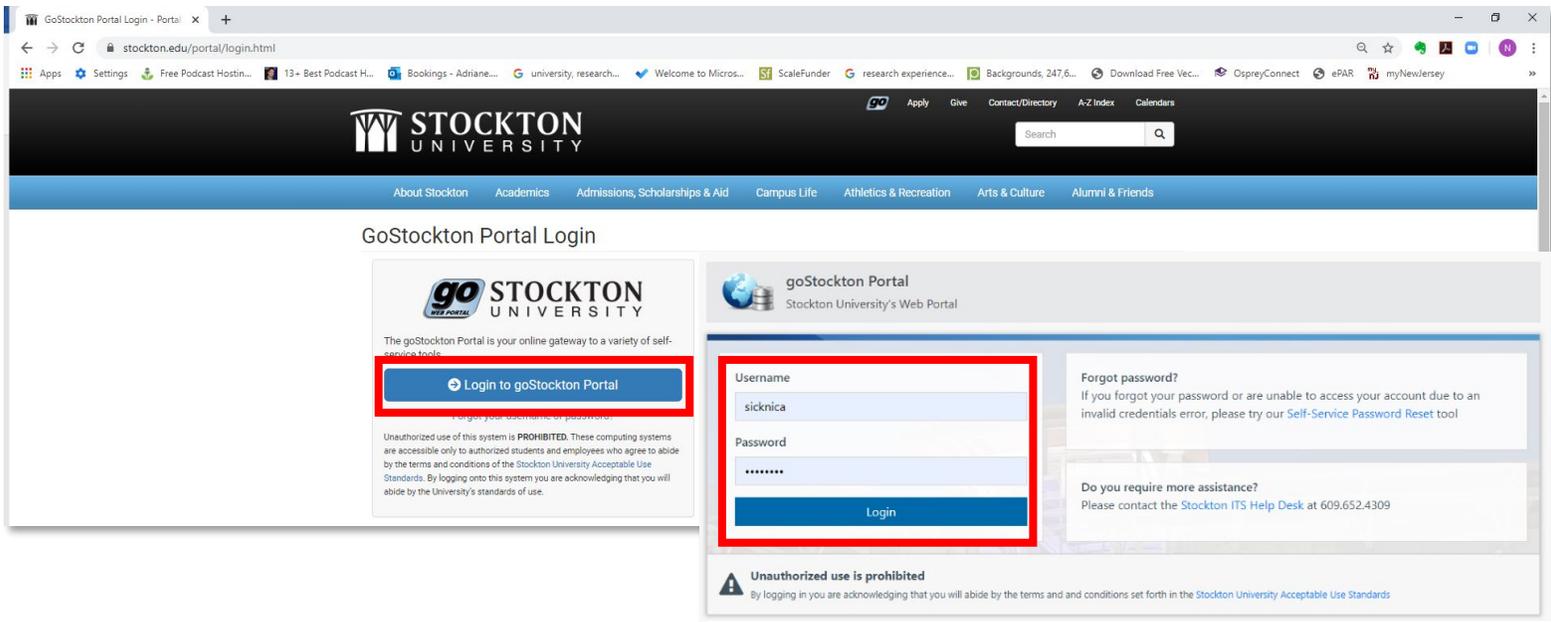


How to register using the GoPortal

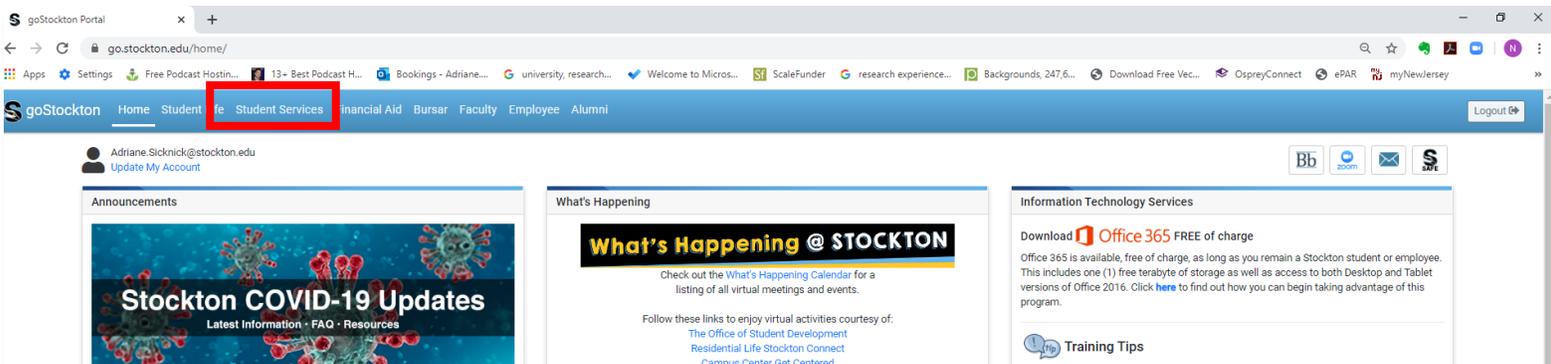
1. Press the **GoPortal** icon on the Stockton.edu homepage



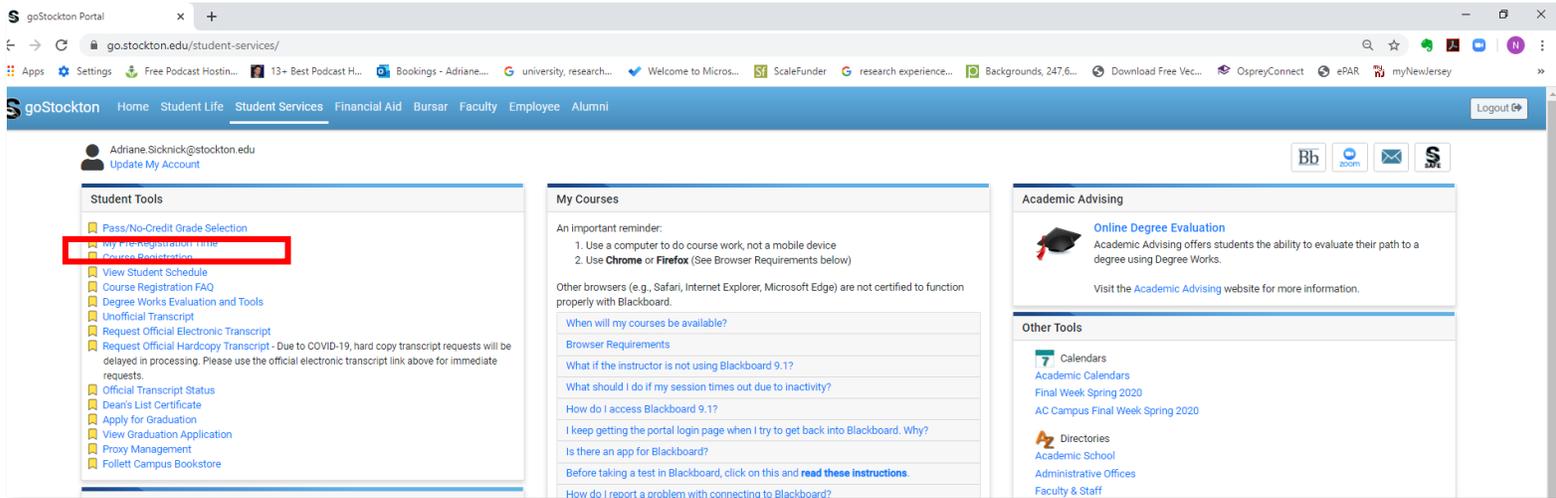
2. Click the **'Login to goStockton Portal'** and login with Stockton username and password



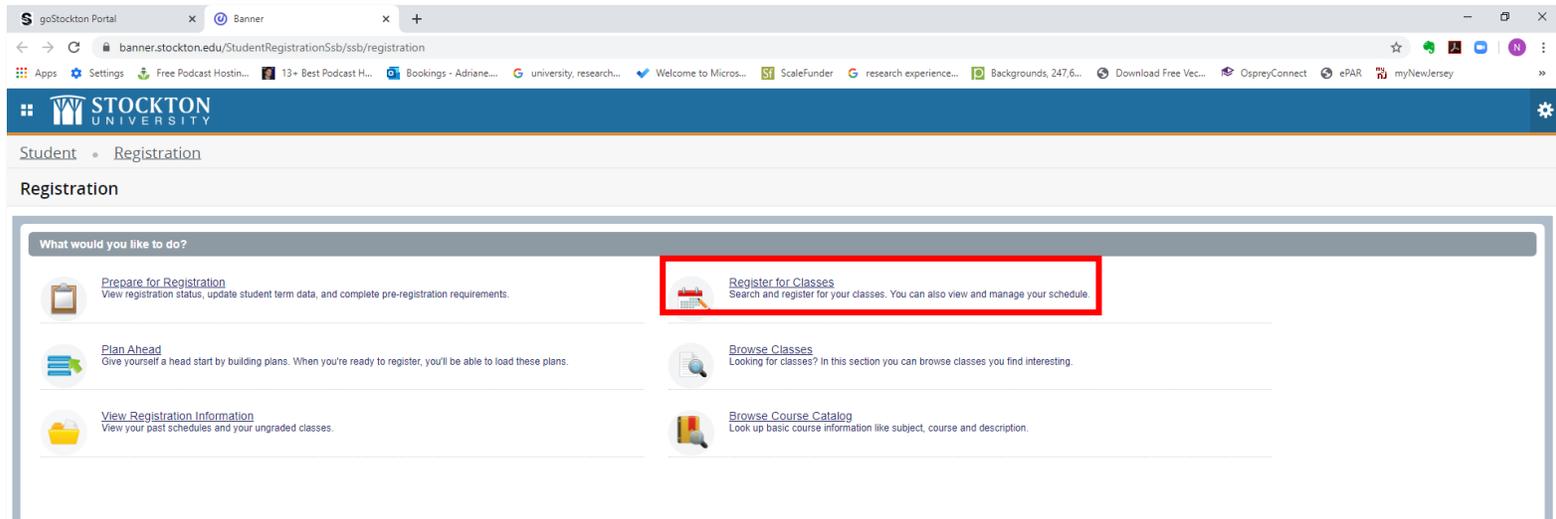
3. Select **Student Services** Tab



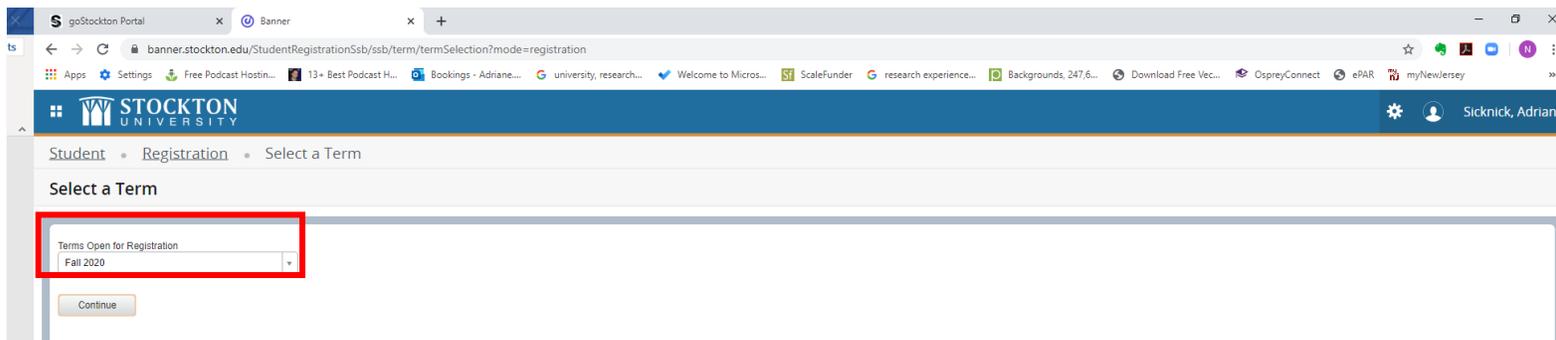
4. In the Student Tools section, select 'Course Registration'



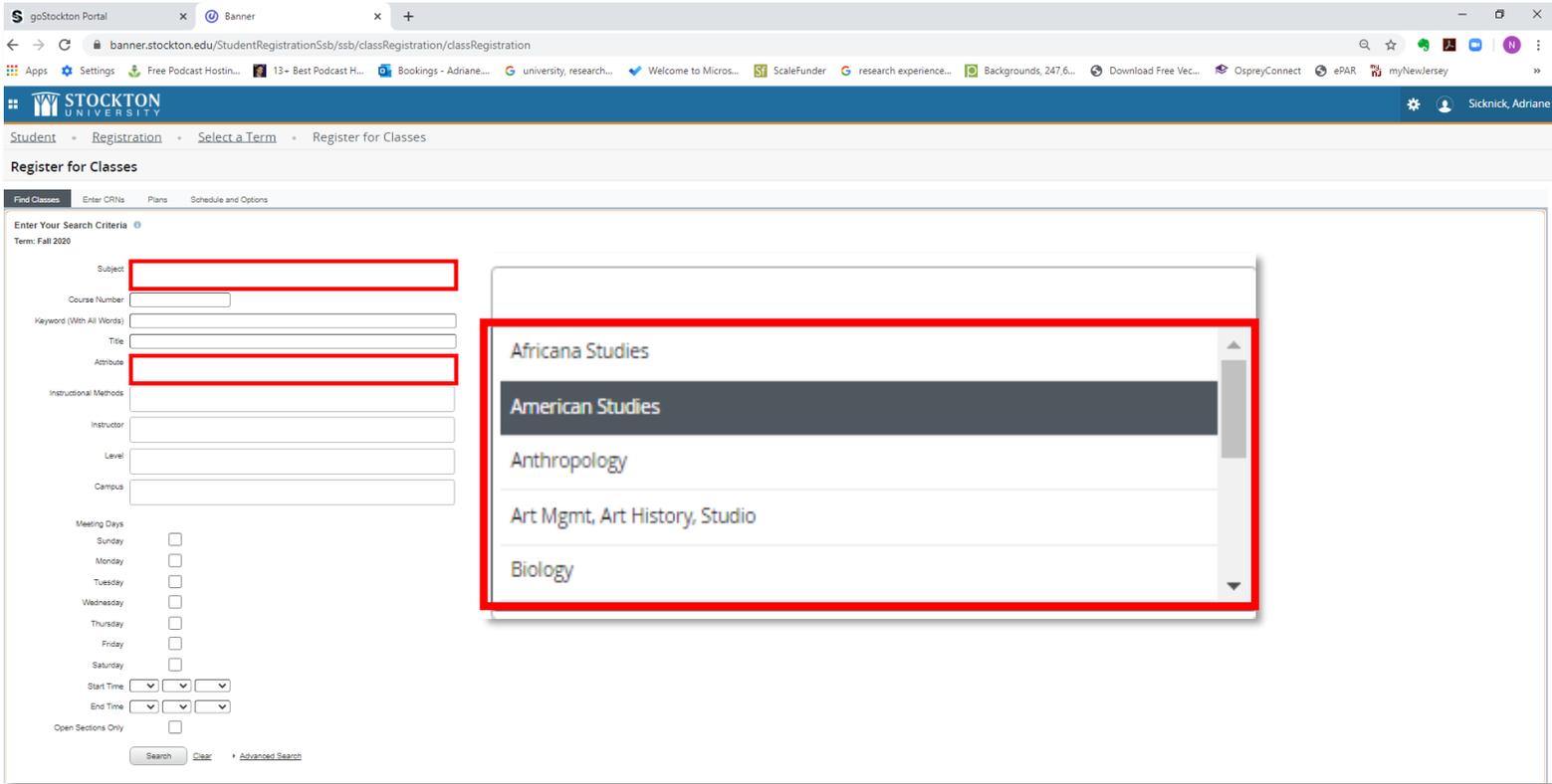
5. Select 'Register for Classes'



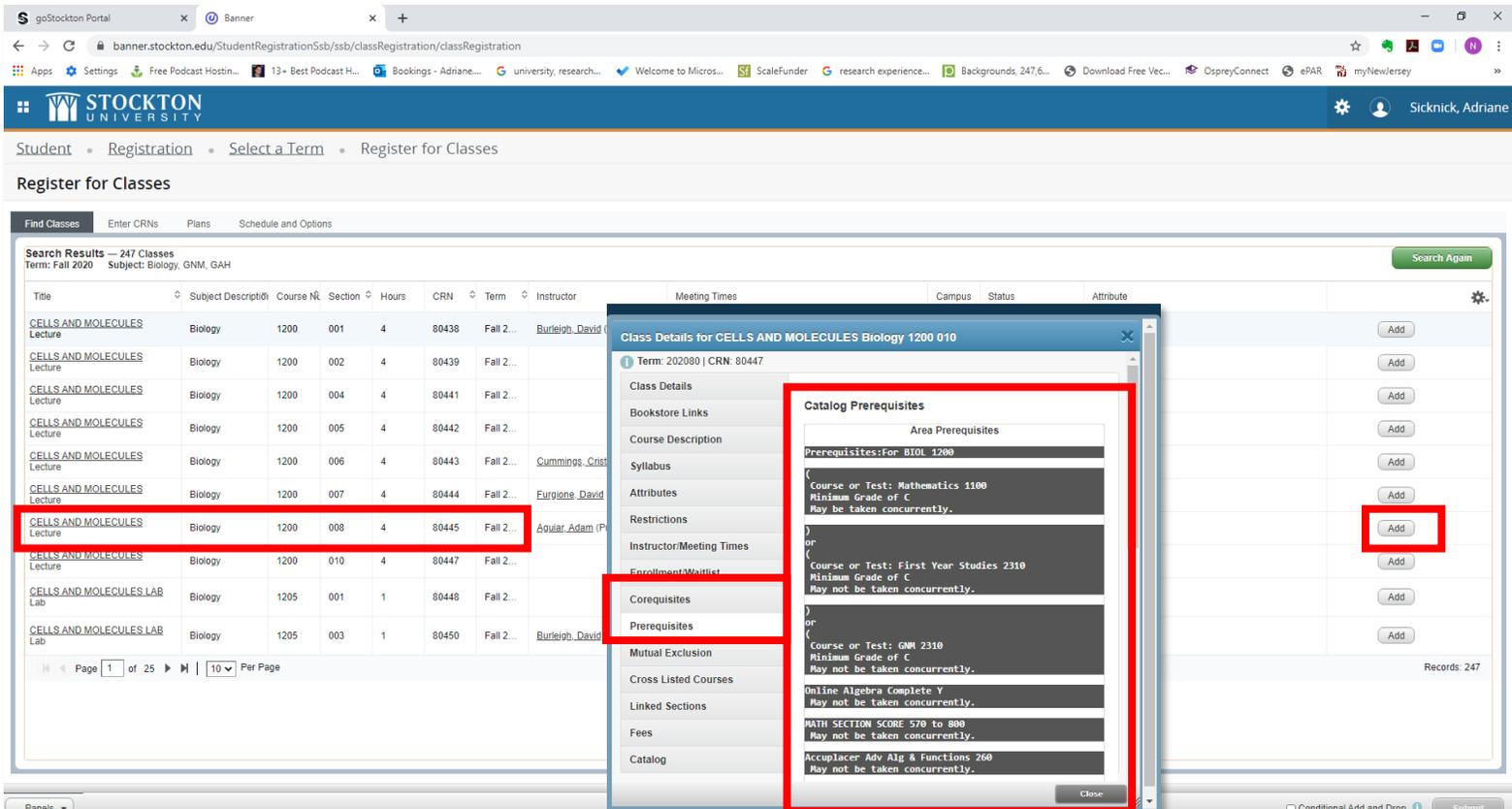
6. Select term 'Fall 2020'



7. Use the **field boxes** to either type or to use the drop-down box



8. Select a course you want to add. Click on name of course to **review all prerequisites/corequisites**. If you meet prerequisites, click **'Add'** button.



9. Once you hit 'Add', the course will go into two new windows: 'Summary' (bottom right) and 'Schedule' (bottom left). The course **will appear as a shaded box** in the schedule until you hit submit register for the class. Click 'Submit' button to register.

The screenshot shows the 'Register for Classes' page on the Stockton University portal. The search results table lists several biology courses. Two courses are highlighted with yellow boxes: 'CELLS AND MOLECULES LAB' (BIOL 1205, 003) and 'CELLS AND MOLECULES' (BIOL 1200, 007). The 'Summary' window on the right shows these two courses with their details, including CRN, hours, and status. The 'Schedule' window on the left shows a grid for the Fall 2020 term, with the selected courses appearing as shaded boxes in the 8am-9am slots on Tuesday and Thursday. A 'Submit' button is visible in the bottom right corner of the summary window.

| Title | Details | Hours | CRN | Schedule Type | Status | Action |
|-------------------------|----------------|-------|-------|---------------|---------|--------------------|
| CELLS AND MOLECULES LAB | BIOL 1205, 003 | 1 | 80450 | Lab | Pending | **Web Registered** |
| CELLS AND MOLECULES | BIOL 1200, 007 | 4 | 80444 | Lecture | Pending | **Web Registered** |

10. If you find a class that is closed but has a waitlist, add to your **'Summary'** and use the **'Action'** field drop-down box to select **'Waitlist'**. Click **'Submit'** to put on your schedule (as a waitlist). **Note:** You can use this drop-down box to drop (remove) a course from your schedule as well.

The screenshot shows the Banner registration interface. At the top, there's a navigation bar with 'Student', 'Registration', and 'Select a Term'. Below that, the 'Register for Classes' section is active. A search results table lists several classes. One class, 'BEGINNING PIANO INSTRUCT...', is highlighted with a red box. This class is marked as 'FULL: 0 of 10...' and has '6 of 10 waitlist seats' available. Below the search results, there's a 'Schedule' section showing a class schedule for Fall 2020. To the right, a 'Summary' section shows details for the selected class. The 'Action' dropdown menu is open, showing options: '**Web Registered**', '**Web Registered**', 'Remove', and '**Waitlist**'. The 'Submit' button is also highlighted with a red box.

11. Once you submit, the course **will turn into solid block color** in the **'Schedule'** section. **Do not wait until you have all your classes in the summary; add and submit to reserve your seat in a course.** You can always remove a course later (see #10 above) if needed.

The screenshot shows the 'Schedule' section of the Banner registration system. It displays a class schedule for Fall 2020. The schedule is a grid with days of the week (Sunday to Saturday) and times (11am to 3pm). A solid purple block is visible in the 1pm slot on Monday, Tuesday, and Wednesday, representing the registered class 'BEGINNING RUSSIAN I'. The block is highlighted with a red box. A tooltip at the bottom of the screen says 'Open and close bottom panels to display extra registration information.'