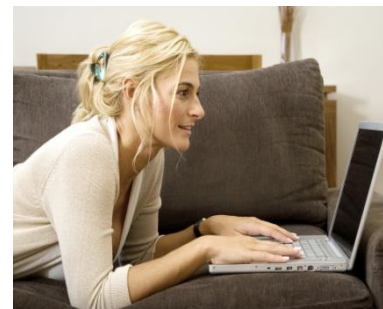


Registration is Easy and Quick.

Below you will find step-by-step instructions for completing the registration process using the myLSUE online system. Figures referenced in these steps can be found on the back of this page.



Login to myLSUE. Point your web browser to my.lsu.edu. Enter your username and password on the screen provided. [Figure 1] Your User Name and Password were sent to you as part of your admission packet. If you do not have this information you can call the Office of Information Technology at 337-550-1307 or visit us on campus in Classroom Community Education building, room 204 .

You should now be viewing the "Student" Home Tab. [Figure 2] Verify that the semester you wish to register for is displayed on the right side of the Student main window. [Figure 2] If this is not correct please click on the displayed semester and change it.

A purple "Registration" tab should be visible under the Welcome Back Student headings. If you do not see this tab, be sure that you have applied for admission to the university. You must also be cleared to register by your advisor. Click the "Registration" tab to continue.

You should now be viewing the "Registration" window. [Figure 3] Please read the instructions displayed in "Red" on this screen explaining how to add, drop, and swap courses. TIP: You may search for courses and specific section numbers by entering a partial course name and pressing the "?" button next to the field.

After each add, drop, or swap please note the informational message displayed in the purple bar located above your list of courses. It will provide important information as to whether or not the course was successfully added or if there were problems while attempting to complete your registration.

Office contact Information

Admissions	550-1305	Business & Technology	550-1313
Registrar	550-1302	Liberal Arts	550-1308
Student Affairs	550-1218	Nursing & Allied Health	550-1357
Information Technology	550-1307	Sciences	550-1233

WHAT?

myLSUE is your one-stop-shop for online services at LSUE. Check your financial aid, register for classes, pay your fees, you can do it all here.

WHERE?

Point your web browser to my.lsu.edu. Login with the username and password provided in your admission packet.

WHEN?

Students may register anytime after the registration period has opened and they have met with and been "Cleared" by their advisor. Check the Course Bulletin for the registration dates and times.

HOW?

Follow the steps outlined on the right to complete the online registration process.

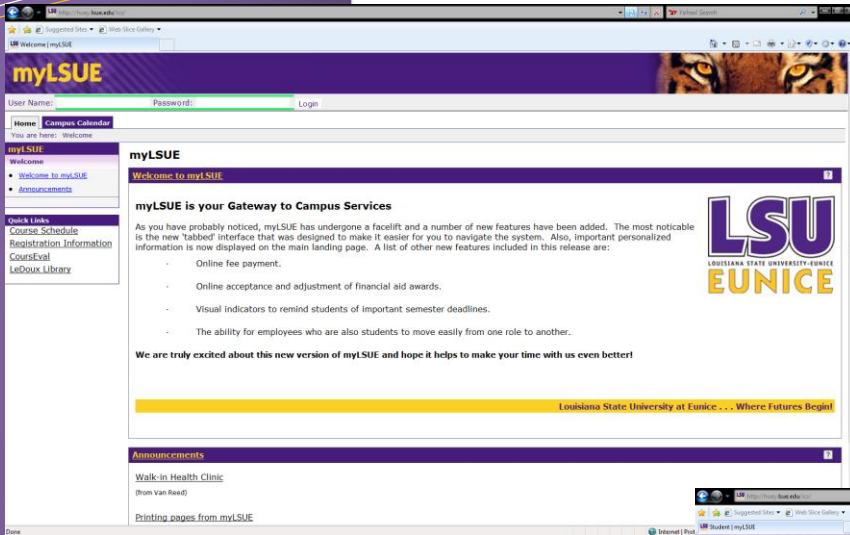


Figure 1

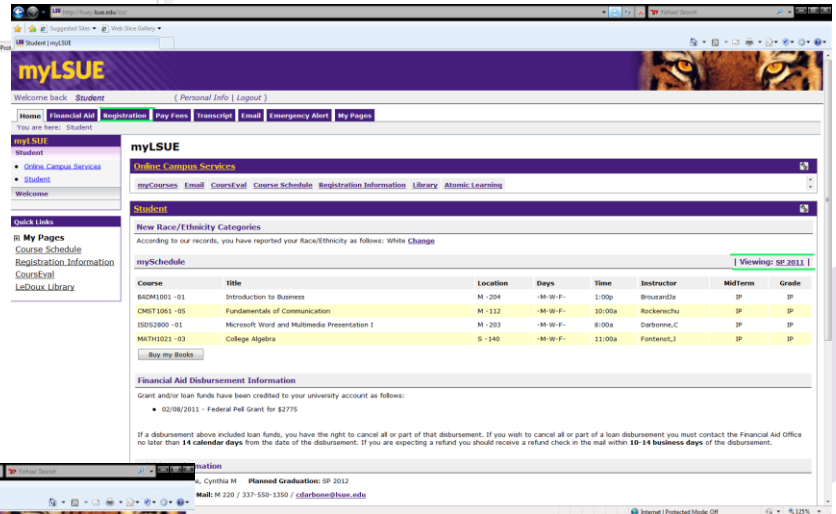


Figure 2

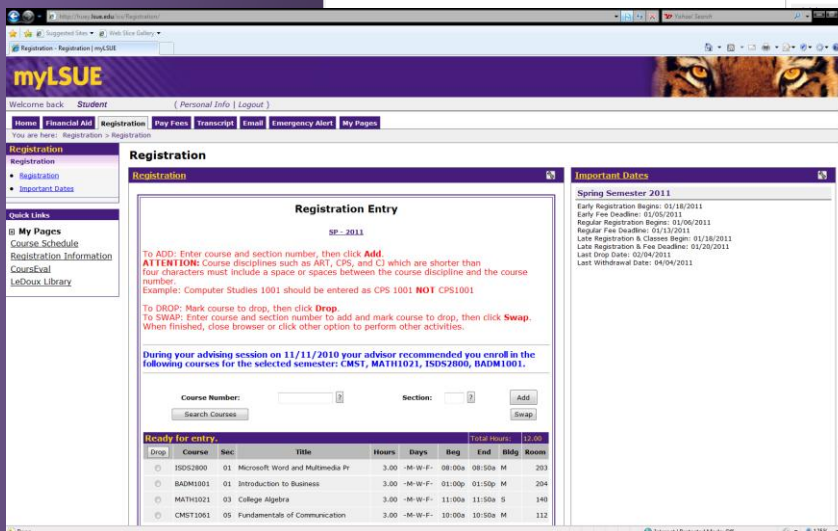


Figure 3