   a. If you've logged in previously, enter **Username & Password**, then click **Sign In** and **Skip to Step 5**.
   b. If you've never logged in, select Future Students/Guests and proceed to Step 2.

2. From the myBoiseState Guest homepage, select Reset/Create Password.
3. To set your password, complete the form using your username, student ID, date of birth, social security number. Create a password using the criteria listed on the right.

4. Once you complete this step, return to my.boisestate.edu and select Log in.

5. Enter your student username and password and select Log In.
6. Once logged in to your student account, select the Student View button to access additional account options.
7. From the Student View screen, select Student Center from the Services menu.
8. Select Student Homepage from the Student Administration section.
9. Select Class Search Enrollment.

10. Select Class Search and Enroll tab.
11. Search for classes. Enter Specific Keyword(s) for immediate retrieval of courses. We suggest searching by Course Title, Topic, or <strong>Course Number</strong>.
12. View your search results. Scroll down on the left to “Instruction Mode.” Select “Internet” to display all of the online classes.
13. The list of search results contains brief information about each section. We highly recommend you Select the individual section to view more detailed information about the class.
14. When you are done reviewing you can select Class Search Results to return to the previous screen or you can Select a Course from the list of available classes by clicking the course to register.

15. Confirm you want to add the class and click **Next**.
16. Review your class preferences such as Waitlist, Permission Number and Grading Basis. Click Accept when you are ready to proceed.

17. Select whether to Enroll or Add to Shopping Cart. Click Next.

18. Confirm the class and click Submit to complete the enrollment process.
19. When you are done, you should see a green checkmark to signify that you’ve successfully added the section to your class schedule.

20. Repeat steps 10-19 as many times as necessary to fill your shopping cart.
For assistance with registration or general questions, contact the Boise State Student Success Coaches!

Web: ecampus.boisestate.edu/students/contact-support
Email: online@boisestate.edu
Phone: 208-426-5921
In-Person: 220 E Parkcenter Blvd, Boise, ID 83706

Important Note: Enrolling in a class creates a financial obligation to Boise State University

If you decide NOT to take a class or classes, the financial obligation remains until you officially DROP the class prior to the applicable session’s Drop date. Please see the Academic Calendar to learn the Drop date that applies to the session in which you have enrolled.

Not attending class or participating in a distance learning class is not the same as dropping the class and does not remove the financial obligation.

If you have been awarded financial aid, dropping a class or classes may have financial aid impacts. You may be required to repay all or a portion of any financial aid awarded to you.

Please email SFINFO@boisestate.edu if you have questions. For deadlines refer to the Academic Calendar.