REGISTERING FOR CLASSES
SELF-SERVICE/BANNER INSTRUCTIONS

BEFORE YOU REGISTER:

- Meet with your academic advisor to discuss course selection and review prerequisites and restrictions.
- Be sure that you have no holds that will prevent you from registering.
- Be aware of Self-Service/Banner availability (open 7am-11pm).
- If you are registering for an online course for the first time, you must first register for the ROWAN ONLINE IMMERSION (ONL 00100), or you will get a prerequisite error.
- Look up course availability on Section Tally: https://banner.rowan.edu/reports/reports.pl?task=Section_Tally

REGISTRATION ON SELF-SERVICE/BANNER:

1. Go to www.rowan.edu/selfservice.
2. Click “Access Banner Services.”
3. Enter your Banner ID (916xxxxxx) and PIN.
4. Click “Student & Financial Aid.”
5. Click “Registration.”
6. Select “Register for classes.”
7. Enter your network username and password.
8. Select the term you are registering for.
9. Once you have found classes using Section Tally, click the tab for “Enter CRNS.”
10. Enter all 5-digit CRNS and click “Add to Summary.”
   (Course status will say “Pending” until you complete the final step below.)
11. Review your selections and click “Submit” to register for the courses.
   (Course status will say “Registered” and turn green if there are no errors.)
12. To view schedule details, click “Schedule and Options” and select the email or print icon (right side).