Steps to Access New Course Catalog Reference Guide

For Students

1. Log into MYNSU, Click Spartan Self-Service

2. In the menu, click **Search for Sections**

3. A new window will pop-up with NSU branded colors. Click **Course Catalog**.

4. Select the term and subject that you wish to search then, click **Search**.
5. You can search for a course section using the filters or hide the filters and search for the list. When you have found a course, click Add then Add Section. You should see a check beside the course that you added.

6. Once you have selected all of your course that you wish to take, click the menu navigation button at the top left-hand corner of the home screen. Next, click and Register for Classes.

7. This will bring up your current schedule. Click the arrow to the semester in which you have added course sections to.
8. Click **Register Now**.

9. If you have any restrictions on your account such as a balance or you need advising, you will not be able to see the **Register Now** button. Instead, you will see

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You must go to the Student Success Center, NGE Suite 100 for Registration
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