Office of Transfer Student Programming

HOW TO REGISTER FOR CLASSES ON WEBSIS

STEP 1
- Go to www.morgan.edu
- Go to **QuickLinks** (at the top of the page) and click on **WEBSIS**. This will take you to the Morgan State University-Single Sign-On Page.

STEP 2
- Enter your Morgan User Credentials and click **Login** button
- Select **Self-Service Banner (WebSIS)**

STEP 3
- Click **Student** tab. The Student tab allows access to Registration, Student Records, Financial Aid, DegreeWorks, Pay Now.

STEP 4
- Click **Registration** link and the Registration Menu will appear.
- Click **Look Up Classes** link. Select **Term** and click the **Submit** button.
- Scroll to select the **Subject**, once selected, click **Course Search** button
- View available sections for the respective course(s).
- Click box for available course(s).
- Select **Register** button. NOTE: Once you select the **Register** button, you will be registered for the course.

If there are any problems with your choice(s), the system will give you an error message for you to make corrections.

****If you know the Course Reference Number (CRN), you may go directly to Add or Drop Classes page and input the CRN(s) in the boxes below****

STEP 7
- To View and Print your schedule
  click **Student** tab and **Student Detail Schedule**.

STEP 8
- To View your Bill
  Click **Student** tab and **Student Records** and select **Account Summary**. When you are finish you may click **Exit** at the top of the page to exit the system.

If YOU HAVE ANY ISSUES WITH REGISTRATION, PLEASE CONTACT OFFICE OF THE REGISTRAR at 443-885-3300.