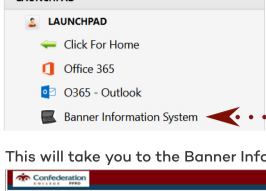


1

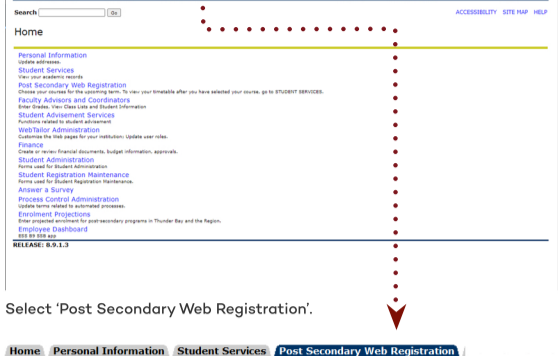
Log in to MyCampus Portal.
<http://portal.confederationcollege.ca>



Click 'Banner Information System' on the left under the Launchpad section.

2

This will take you to the Banner Information System.

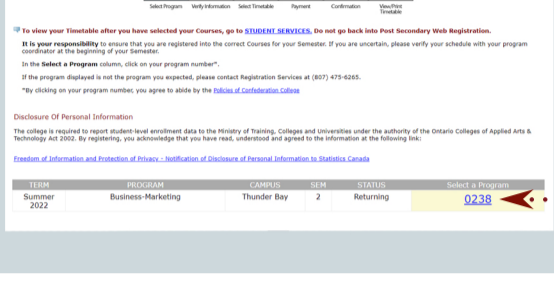


3

Select 'Post Secondary Web Registration'.

4

Click on the Program Number to continue.



5

Emergency Contact Info page – Fill in all mandatory fields and select 'continue'.

Please list a parent or family member **from your home country**.

6

Ensure Program (Major), Semester and Campus appear correctly, if so select 'continue'.

7

This is where you select your courses. You may have multiple main blocks to choose from, or a single block. This depends on the program. Some programs have the option to select from different course times, these will show as 'Options' or 'Select One of the Following'. Click the + sign beside each block to expand the block to see the course offerings.

8

To select your block, click the radial button beside the block code. For course options, select a course with your preferred time by clicking the checkbox beside the course. When you select these, the page will refresh and show a preview of the schedule (if applicable) at the bottom of the page. Once satisfied with your selection, click 'Submit to Register'.

If you see courses listed as 'Full' under status - this means that the time slot is filled and is unavailable to select. You will be required to make an alternate selection. If no alternate selection is available, contact registrationservices@confederationcollege.ca.

Radial Button

Checkbox

Mandatory courses are already selected.

Select the schedule of your electives, the timetable below will update.

9

This is the payment screen. If payment has been made, the button will appear to 'Continue with Registration'. If payment has not been made, the 'Balance Due' will show and the button will change to 'Make Payment'. Click on this button to make the due payment online.

Once full payment is received, the registration will be processed and lead to the next page.

10

This is the confirmation screen to confirm that you have successfully registered. Please ensure all courses required are indicated as 'web registered'. You can click on 'Continue to Timetable' to view your current timetable. Please be aware the schedule might change, so check often to avoid any issues.

Click here when you are ready to leave!