



## Office of the Registrar

### ***Instructions regarding registration in Banner:***

Go to <https://my.tamhsc.edu/cp/home/loginf>

Log in

Go to Registration status to check for holds, if no holds exist then proceed

Go to Registrar tab

Look for Registration tools

Click on look up classes

Select current term which would be **current term and year** then submit

Select the subject

Scroll down the page and click on class search

Review date and time, syllabus **(for additional information)** and mark courses that will be required for the term

Scroll down and either click on register or add to worksheet

To continue after you added courses to worksheet, click on search

Once you have added your courses to worksheet, click on register

Add/drop courses **should only** be used **after** you have registered and changes need to be made to your schedule.