Schedule Planner and Registering for Fall 2020 Classes

1. Log in to Campus Connection using your NDUS log in information
   https://studentadmin.connectnd.us/psp/NDCSPRD/EMPLOYEE/HRMS/?cmd=login

2. Choose the Manage Classes tile

3. On the left side, scroll down and click on Sign Fin Obligation Agreement to review and accept the Financial Obligation Agreement hold. Full details of this agreement can be found here:
   https://www.ndsu.edu/onestop/accounts/foa/
   a. Select North Dakota State University from the drop down
   b. Select the magnifying glass icon and Fall 2020 as the semester. Select Submit to move to the next step.
   c. Review the information and when ready, select Accept

4. From the left side again, choose Schedule Planner and then Open Schedule Planner

5. Sign in with your NDUS log in information again and choose North Dakota State University

6. Select the Fall 2020 Term and click Save and Continue.
7. Get started by clicking **Add Course** to add the classes according to your advising sheet found in Navigate. Select the subject and course corresponding to the Dept. and Course columns found within the advising worksheet. Click **Add Course** for each in the list. Click **Done** when complete. Include breaks, such as work or practice in the **Breaks** area, and then select **Generate Schedules**.

8. Click on the blue circle **i** icon to view more information about a class.

9. Click on the **Options** cog to view all sections of a course. You can un-check certain sections of a course if you are not interested in that specific section of the class or told a specific section number by your advisor. Click **Save and Close** once done. You will need to click **Generate Schedules** again if you make any changes.
10. Hover over the magnifying glasses to see an overview of the days and times your classes would be during the week. Select View to see that specific schedule.

11. Once you find a schedule you want, from the full schedule view after clicking View, select Validate at the top of the page. If you have any errors that you do not know how to resolve, you may want to take a screenshot and email or contact the advisor that has prepared your advising worksheet.

12. Once validated, click on Send to Shopping Cart. Review each course by clicking on Next and selecting Finish when prompted. Last, a Register button will appear. Select Register to complete the process.

Search by General Education Area
If your advisor recommended a course in a certain General Education area, you can search for what is available in Schedule Planner and see what interests you.

1. From your Schedule Planner homepage, select Add Classes. Then, select the General Education tab. In the Category box, select NDSU General Education. In the Value box, select the General Education category area your advisor has recommended. In the Course box, you can view all classes that are available in that category. Click on a class to view the course description.