How to register for a course:

Go to my.pdx.edu

Click on “Log into Banweb” option in the menu bar at the top (next to E-Mail)
Log in using your Odin account login and password (just like you do when you check email).

Your PSU email (not the @pdx.edu part!)

Your PSU password

Click on the “Student Service Tab” then click on “Registration and Class Schedule” heading
Click on “Select Term” heading and pick the appropriate term’s schedule.

Select term and hit submit.
Click on the “Add/Drop Classes”

Enter your CRN’s in the spaces provided and hit “Submit Changes” button

If you don’t have CRN’s then hit the “Class Search” button which redirects you to the “Look-up Classes to Add” page. Don’t worry though! You will be redirected back to this page.
Step 1: Find the “Subject box” and the “Course Attributes” box
Step 2: Using the **SHIFT KEY** highlight **ALL** of the subjects and **ONLY** “University Honors Program” in “Course Attributes”

Hit the Search Courses button at the bottom of the page.

You will be taken to a page that contains all of the courses that have the University Honors attributes. What does that mean? Any course listed on that page, whether it’s taught out of the Honors Department or another department and contains an “H” course; it is listed on that page!

Freshmen:
Scroll down to the University Honors Program heading and find your class. For example: If you are in Dr. Fallon's class you will need to note the CRN for registration day, day of the week the class is meeting and time for your convenience. You can click on the “textbook” link to see what book you will need for the class.

CRN: 41254
The class meets Tuesdays and Thursdays from 12pm to 1:50 pm

When registration is “live” you will see check boxes or “C” in front of the course. A check box means you can register for the course. A “C” means the course is closed.

If the course has the open box and you want to register for it:
1. Check the box
2. Scroll down to the bottom of the page
3. Hit the “register” button,
and the course will be added to this screen!

You will not be registered for the course until you have hit the “Submit Changes” button.

If you get a waitlist notice, be sure to add yourself to the waitlist and hit submit.
If the course has a “C” on it, it is technically closed, but you may email the instructor or go to the first day of class with a SPECIAL REGISTRATION FORM.