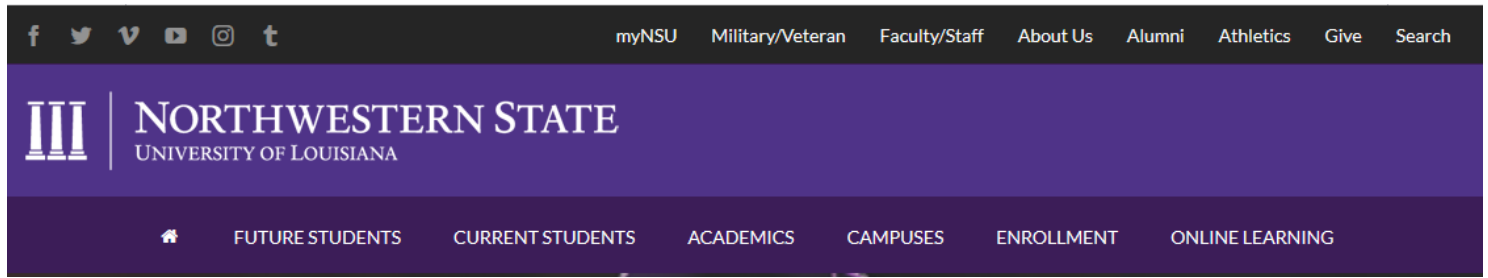


Securing Your Classes: Step-By-Step Instructions With myNSU

Go to the NSU home page at nsula.edu

Click on the myNSU icon and log in.



Sign in to your account (top right)

First time user:

Your login is: first initial + up to 13 characters of last name + last 6 digits of Campus Wide ID followed by “@nsula.edu”

Example: vdemon456789@nsula.edu - Victor Demon with CWID 123456789

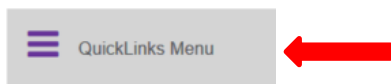
Your initial password: Demons + six digit date of birth - Example: Demons120184

NOTE: To retrieve your Campus wide ID Number, click on the following link: <https://appserv.nsula.edu/getid/> If you need additional assistance, please contact the student help desk at (318) 357-6696 or sos@nsula.edu.

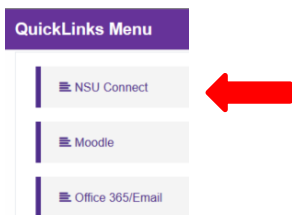
Courses during the Fall semester can be in a **16 week session** (8/17 – 12/18) or in an **8 week session** (1st 8 weeks called A-Term = 8/17 – 10/10) or (2nd 8 weeks called B-Term = 10/12 – 12/18) .

To Register For Your Courses:

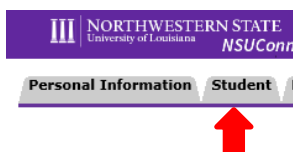
Click on “QuickLinks Menu”:



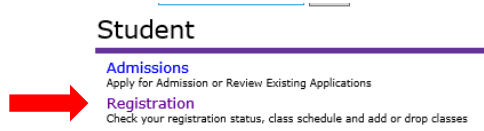
Click on the “NSU Connect” Link



• Select “Student” Tab



- Select “Registration”



- Select “Look up classes”

- Fall 2020, click Submit

- Select Advanced Search

- Subject: example – ENGL
- Course number: 1010
- Campus: Internet or location (Natchitoches, Shreveport/Alexandria, etc.)
- Part of Term: Full Term - 16 Week Session (8/17 – 12/18)

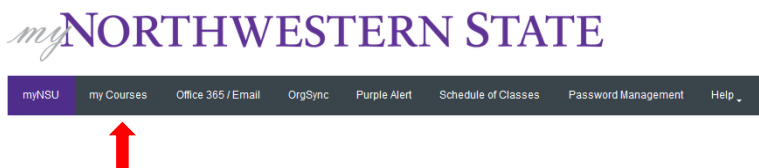
1st 8 Weeks (8/17– 10/10)

2nd 8 Weeks (10/12 – 12/18)

Available classes will have an open box, to register simply click in the box and select register at bottom of page. Repeat for additional courses.

When you are finished, select **Return to Menu** and **Concise Student Schedule** to verify your schedule.

It will take 24 hours for your registered courses to appear. You can find your courses by selecting “my Courses” at the top of your myNSU page (see below).



To see what books are required for your courses, select the following link:

<https://www.bkstr.com/northwesternstateustore/home/en>

- Select the “Books” tab located on the top left of page
- Select “Main Campus - Natchitoches” from Campus drop down (*also for online courses*)
- Enter Program (all), Term, Department (ALHE), Course Number (4520) & Section (A1I)
- Select “Submit”