How to Register for Classes

1. Open your Internet browser and type inside.towson.edu in the address bar
2. Select Towson Online Services
3. Type your Username and Password in the designated areas
4. Click Login

5. Click on Self Service under Menu
6. Click on Student Center on the left of the screen then click on Enroll/Drop under Academics
8. Select appropriate term and then click on Continue
9. Enter the class number and skip to step 14b or click on search to search for classes
9. Click on select subject or enter subject code to choose a subject area
10. Students can search for specific Core Curriculum categories by choosing the Core/GenEd drop-down menu
11. Narrow the search using **Additional Search Criteria**

12. When finished selecting search criteria, click on the **Search** button
13. Class options will appear on the screen in one of two ways:
   a. If the course number was defined in the search, classes will appear in a detailed list
   or
   b. If the course number was not defined, classes will appear in a list and details can be seen by clicking the green arrow next to the class

14. Select the course that fits into available time slots in your course schedule
   *Open classes are noted by a green dot
   a. Click Select to select class
   b. Check to confirm class selection and click Next
   c. Class will appear in shopping cart

15. To search and select additional classes, repeat steps 9–14
16. When finished adding classes, view classes in the Shopping Cart
17. FINAL STEP: Select the boxes next to classes that should be added to schedule
18. Click Enroll, confirm classes and click on FINISH ENROLLING
19. Enrollment success will be verified by a green check mark