

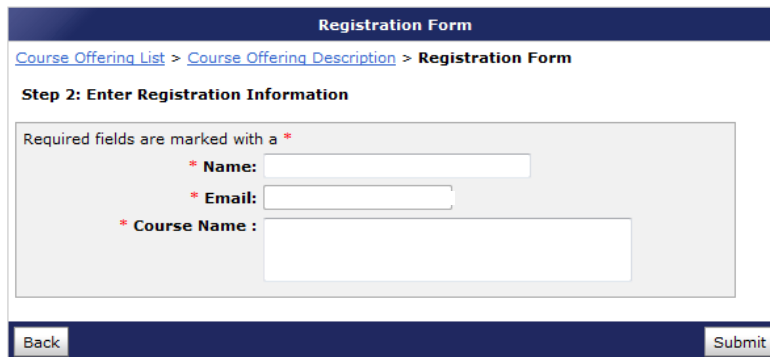
How To Self Register For an Online Student Success Day Session

Log into D2L at <https://rctc.ims.mnscu.edu/>

From the first page you see when you log it (homepage) click on the Self Registration link on the top navigation bar.



Click on the link under course offering name to choose the sessions you wish to register for. Click the register button in the lower right portion of the box that opens. In the registration form enter the information requested and click submit. The course name does not have to be entered exactly as the course listing title.

A screenshot of the 'Registration Form' in a web browser. The form is titled 'Registration Form' and shows a breadcrumb trail: 'Course Offering List > Course Offering Description > Registration Form'. Below the breadcrumb is the heading 'Step 2: Enter Registration Information'. A note states 'Required fields are marked with a *'. There are three input fields: '* Name:', '* Email:', and '* Course Name:'. Each field has a small asterisk to its left. At the bottom of the form are two buttons: 'Back' and 'Submit'.

You will then be able to visit the course by clicking the link. If you log out then log back in the course will be listed in your courses under the current semester on the home page.