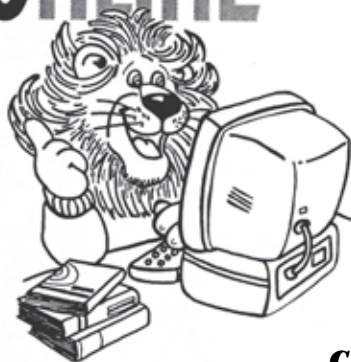




NAME _____

LIONS ENROLL ONLINE



Web Registration via UNA Portal

Students admitted to UNA have a UNA Portal account which allows registration via the Web. Please follow these steps to register on the Web.

- 1. Enter User Name** (first & middle initial + full last name); **Enter Password** (*initially the six-digit date of birth*)
- 2. Click on “Self-Service Banner” tab**
- 3. Click on “Student”**
- 4. Click on “Registration”**
- 5. Click on “Add or Drop Classes”**
- 6. Select Term - click SUBMIT**
- 7. Enter the correct five-digit CRN for each class; SUBMIT**

CHECK CAREFULLY—List Correct Computer Numbers

[illegible]

HOUSING NEEDS: For on-campus housing (residence halls and apartments), please see the Office of Housing, Guillot University Center, Room 112.



PLEASE NOTE— If you have problems accessing your UNA Portal account, please call 765-4210 (CPSupport) or e-mail cpsupport@una.edu. For other registration problems, contact the Registrar's Office at 765-4654 or 765-4316 OR call 1-800-TALK UNA and ask for the Office of the Registrar.

PLEASE ENTER THE CORRECT FIVE DIGIT COMPUTER NUMBER WHEN REGISTERING. DAY CODES: Monday=M; Tuesday=T; Wednesday=W; Thursday=R; Friday=F; Saturday=S. *Selected courses require an additional fee—please check with the current University Catalog for specific courses.*