Student Self-Registration Procedure

Go to https://worldclass.regis.edu

**Note:** We suggest that you add this website as a Bookmark or Favorite in your browser. All Regis University courses are accessed in our Learning Management System (LMS), WorldClass at this website.

In the Services and Support Widget, select the link for **Self Registration**.

On the next screen the Self Registration window appears. Under **Course Offering Name** column, select the link for: **WorldClass Orientation Course**.
On the **Description** screen, select **Register**.

![Description Screen](image)

**Course Offering List** > **Course Offering Description**

**Step 1: View Course Offering Information**

- **Course Offering Name:** WorldClass_Orientation_Course
- **Course Offering Code:** WorldClass_Orientation_Course
- **Description:** WorldClass Orientation Course

[Cancel] [Register]

On the **Registration Form** screen select the **Submit** button.

![Registration Form](image)

**Course Offering List** > **Course Offering Description** > **Registration Form**

**Step 2: Enter Registration Information**

- **Required fields are marked with a *:**
  - *First Name:* Regis University
  - *Last Name:* Student
  - *Email:* regisstudent@regis.edu
  - Org Defined ID: 46457893

[Back] [Submit]
On the **Confirmation** screen select the **Finish** button.

Step 3: Confirmation

- **FirstName**: Regis University
- **LastName**: Student
- **Email Address**: regisstudent@regis.edu
- **OrgDefinedId**: 46457893

On the **Registration Summary** screen, select the link: **Go to course offering WorldClass Orientation Course**.

- **Go to course offering WorldClass_Orientation_Course**
- **Register for another course**

The next page that opens will be the WorldClass Orientation Course. Begin the course by reading the **News**.

**Logout and Return**

To logout of the WorldClass Orientation Course, close your browser or in the MiniBar select the dropdown arrow by your name and then select **Log out**
To return to the WorldClass Orientation Course, go to [https://worldclass.regis.edu](https://worldclass.regis.edu) and enter your RegisNET username and password to Login. Select the link for the WorldClass Orientation Course from either the Select a course…, located in the in the MiniBar, or in the My Courses widget on the My Home page.