

How to Register Yourself on the SIS

Step 1:

- Log into the student portal
- Click on the white box with the picture of the graduation cap, your NHTI DegreeWorks. This shows you what courses you need to graduate. If you click on the “What-If” you will be able to see what you need toward your target program.

Step 2:

- Log into the student portal
- Log into your SIS, Student Information System
- Select Student > Registration > Look up classes
- Select the semester (Spring 2023) then the department of the class. If you know the number to the class you want (from looking it up in the NHTI DegreeWorks), you can put that in too.
- Select the section that works best for you (see below).*

Step 3:

- Review your semester schedule by going into Degree Works and confirming the courses apply to your program
- Go on SIS and view your Student Detail Schedule or Student Concise Schedule
- Helpful tips:
- You can also register yourself on NHTI Navigate. This will not work on the App, however

Class formats:

Section Code	Description	Dates
Number (1, 2, 3, etc.)	Full-Semester day classes	Jan 17 to May 5
Letter (M, T, W, R)	Full-Semester evening classes	Jan 17 to May 5
ZZ, ZZ1, ZZ2	Full-semester fully online classes	Jan 17 to May 5
FZZ, FZ1, FZ2	First half semester online	Jan 17 to March 10
LZZ, LZ1, LZ2	Second half of the semester online	March 20 to May 5
HY, HY1	In-class & online Usually via zoom	Jan 17 to May 5
FHY	First half semester In-class & online, Usually via Zoom	Jan 17 to March 10
LHY	Second half semester in-class & online via Zoom	March 20 to May 5
HON	Honors section	Jan 17 to May 5
F1 or L1	Half semester day	Jan 17 to March 10 or March 10 to May 5

*Please note that if you are registering for a lecture class that has a corresponding lab, you must register for them both at the same time.

