



HOW TO REGISTER WHEN YOUR WAITLIST SPOT OPENS UP

- ◆ Go to **my.ltu.edu**.
- ◆ Click the **BannerWeb** tab then login to secure area
 - ◆ Enter your **Username** [This is your 9-digit student number]
 - ◆ Enter your 6-digit **PIN**.
 - If this is your first time on BannerWeb, your **PIN** will be your birth date in the format: **MMDDYY**. After you login for the first time, you will be prompted to enter a new **PIN**.
 - ◆ Click **Login**
 - ◆ Select **Student Services and Financial Aid**
 - ◆ Select **Registration**
 - ◆ Select **Add/Drop Classes**
 - Select the **Term** you wish to register for.
 - If prompted, enter your **Alternate PIN** which you receive from your advisor, and click **Submit**
- ◆ You will see your Current Schedule, where the status is "Web Waitlisted:"

Click here to complete your [Online Laptop Agreement!](#) For more tuition and fee information, click here: [Tuition and Fee Schedule](#).

By registering for the course(s) indicated, I agree to pay the assessed tuition and fees in accordance with the established University deadlines. I further agree to abide by all established University policies and procedures that are published in the Undergraduate and Graduate catalogs, the Student Handbook and on the University's website. Please be aware that after the designated Add/Drop period there is no refund for dropped courses and a "W" will appear on your transcript. For important dates regarding drop/add period, withdrawal period and registration dates, please see the academic calendar located at: [Important Dates](#). In the event of delinquency and the account is referred to a collection agency and/or attorney, I agree to pay in addition to tuition, fees and late charges for the reimbursement of the fees of any collection agency. The fees are based on an additional percentage at a maximum of 33.3% of the debt, and all costs and expenses, including reasonable attorney's fees, we incur in such collection efforts.

Your tuition/fees statement will be sent to you via your Lawrence Tech email account. Please contact the Help Desk if you do not have an established Lawrence Tech email account.

Lawrence Technological University and Third Party agencies contracted by LTU to collect the educational debt reserve the right to contact the student via all means of communication as established under the student's profile. By clicking "Submit Changes" or "Register" you are agreeing to these terms.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Web Registered on Apr 15, 2015	None	1588	ARC	2313	04	Undergraduate	3.000	Standard	Letter	Construction Systems 1
Web Registered on Apr 15, 2015	None	1569	ARC	3823	02	Undergraduate	3.000	Standard	Letter	Visual Communication 4
Web Registered on Apr 15, 2015	None	1751	ARC	3116	01	Undergraduate	6.000	Standard	Letter	Integrated Design 3
Web Registered on Apr 15, 2015	None	1689	ARC	3513	02	Undergraduate	3.000	Standard	Letter	Intermediate Structures
Web Waitlisted on Aug 06, 2015	None	1359	BIO	1221	01	Undergraduate	0.000	Standard	Letter	Biology 1 Laboratory
Web Waitlisted on Aug 06, 2015	None	1537	ARC	1213	02	Undergraduate	0.000	Standard	Letter	Visual Communication 1

Total Credit Hours: 15.000
Billing Hours: 15.000
Minimum Hours: 0.000
Maximum Hours: 25.000
Date: Aug 06, 2015 03:36 pm

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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[\[View Holds \]](#)

RELEASE: 8.6.0.2

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- ◆ Choose "Web Register" from the drop down list in the "Action" column for the CRN you were notified has a spot open
- ◆ Click "Submit Changes"

If you have trouble with registration, you can contact Enrollment Services at 248-204-2280 or enrollmentservices@ltu.edu.