

## Web Registration Information

### How to login

- Access the Canisius home page: <http://www.canisius.edu>
- Click on: **current students**
- Under the On-line tools heading, click on: **On line registration/check your grades...**
- Click on **Login to Secure Area**
- Enter username and password

### How to register for class

- Once logged in, click on **Student Services** and then on **Registration**.
- Click on **Look Up Classes**.
- Select the Term for which you want to register and click **Submit**
- Select a Subject and then click on **Class Search** (bottom left side of the page)

**Note:** most majors are listed alphabetically. For example: Adolescence Education (EDAD), Childhood Education (EDCH), Special Education (SPE), etc. However, the following course codes are listed under these subject headings: **EDU** = Teacher Education, **EDR** = Graduate Literacy, **PEG** = Grad. Physical Education, **MSA** = Sport Administration.

- To register for a section, check the box under the “Select” heading and click the **register** button at the very bottom of the page.

If there is a C in place of the box, the course is closed. Only the associate dean can override closed sections. You may request addition to a closed section by submitting the Registration Permit Form available in the Graduate Education Office (HO-014).

### To view your schedule

- Return to the **Registration menu** option. Click on **Student Detail Schedule** or **Week at a Glance**...registered sections will be listed as **Web registered** with the date.
- Sections in which you were unable to register will appear as **schedule errors**. The reason for the error will be listed.

### To access your Canisius email account and Angel

- Every student receives a Canisius email account (GMail) and an Angel account when the username/password is activated following registration.
- From the College home page, click on: “**current students**”,
- Then click on the **GMail** (blue box) or the **Angel** (yellow box) icons to access these sites. Use your username/password to login to either site.
- **Check your Canisius email account regularly** for instructions from professors, College business, and other official communications to students.
- **Angel** is used for on-line course instruction and may also be used by professors in other courses to communicate with students, provide access to course notes, etc.

*If you have any questions or problems regarding on-line registration, please contact the Graduate Education Office at 716-888-2545 or 1-800-950-2505*