Religion 121 and Writing 111 Online Summer Registration Instructions

Contact the Registrar’s Office (registrar@stolaf.edu, 507-786-3015) with questions.

Step 1: Log into the Student Information System (SIS)

Alerts and Holds: Once you log into the SIS, you will see if you have holds. ALL students must remove all holds prior to registration. Some of these holds are requesting you to verify data we have for you, others ask you to provide additional information. If you have not removed your holds, click on each individual link and do what is required. In the future, you will also be required to remove holds prior to registration.

Step 2: Check your assigned course: REL 121 or WRIT 111

You are assigned to take either REL 121 OR WRIT 111 in fall semester — not both courses.

- Click the REGISTRATION link in left menu
- Click ADD NEW SCHEDULE
- A column of blank course boxes will be displayed. Click on first blank course box using the pull down arrow. You will see a list of either REL 121 sections or a list of WRIT 111 sections, depending upon which course you are assigned to take.

Step 3: Review section descriptions

Now that you know if you are assigned to REL 121 or WRIT 111 this fall, it is time to review all section choices.

- Religion 121 Section Descriptions
- Writing 111 Section Descriptions

Step 4: Add section choices

Submit a minimum of five different section choices in order of preference. Enrollment is limited in each section so the more section options you submit the more likely the SIS registration system will be able to accommodate one of your choices. Choose ALL sections that interest you.

1. To begin click on ADD A NEW SCHEDULE. You will need to add 1 section per schedule.
2. Add only ONE COURSE SECTION in the first empty course box. This single course is considered a full schedule.
3. Then click the SAVE AND VALIDATE SCHEDULE button. Your first course schedule has been added.
4. Click the RETURN TO SCHEDULE LIST button. Repeat Steps 1 - 3 until you have added a minimum of five schedules.