## Quick Guide – High School Community Program Registration



As a Community High School Program student at Dartmouth you may register for your course on the second day of class for each term. This guide walks you through the steps to select your course.										
1. Sign in to <u>DartHub</u> , and select the "Course Election and Registration HS" tile circled in the image below.										
APPS - MY TILES CONFIGURE MY TILES 🔊										
Tiles       List         My Tiles       Student Schedule         All Tiles       Courses and										
2. Click the radio button next to the appropriate term and click "Select."										
Select a Term:										
<ul> <li>Fall Term 2023 (202309)</li> <li>HS Add/Drop is Open 3</li> <li>Select</li> </ul>										
<ol> <li>Do not enter any CRNs at this step, instead go to the bottom of the page and click the "Course Search" button circled in the image below.</li> </ol>										
To add a course, enter the Course Reference Number (CRN) in the Course Election For further information, please visit the Course Election Reference Guide										
Course Election and Registration Worksheet										
CRNs										
90946										
Submit Changes Course Search Reset RELEASE: 0.1										

4. This screen displays all course(s) you have received permission to enroll in from a Dartmouth faculty member. Indicate the course you wish to take by selecting the checkbox. You may select only one course per term. Click the "Add Courses to Work Sheet" button when done.

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egistrar imet	Home > able o	of Cla	ss M	eetin	gs -	Add/Drop Fall Te	erm 2	2023	
HIGH	SCHOO	ork Shee	s						
HIGH Add Cou Select	SCHOO rses To W Term	ork Shee	s et Subj	Num	Sec	Title	Text	Period Code	Period

5. This brings you back to the Course Election and Registration Worksheet, although now a "CRN" (Course Reference Number) appears in one of the boxes. Click "Submit Changes" at the bottom of the screen.



6. The results of the registration request appear on this screen. The status of, "\*\*Web Registered\*\*" means you are enrolled in the course.



7. The "Action" dropdown will allow you to drop or change a course if necessary.

Status	Action	CRN	Subj	Crse	Sec
**Web Registered** on Aug 25, 2023	None 🗸	90946	COSC	010	01
	None	3			
Total Credit Hours: 1.000	Drop via Web				

8. Congratulations! You are registered for your course. For more information on Dartmouth registration, please see our Course Registration Guides.