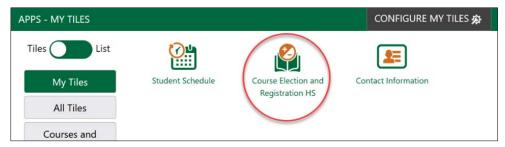
Quick Guide – High School Community Program Registration

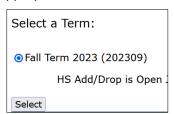


As a Community High School Program student at Dartmouth you may register for your course on the second day of class for each term. This guide walks you through the steps to select your course.

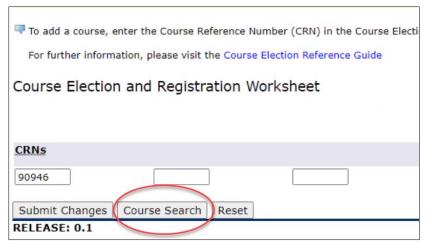
1. Sign in to DartHub, and select the "Course Election and Registration HS" tile circled in the image below.



2. Click the radio button next to the appropriate term and click "Select."



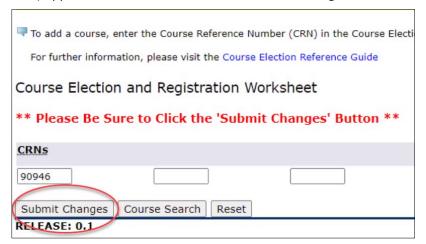
3. Do not enter any CRNs at this step, instead go to the bottom of the page and click the "Course Search" button circled in the image below.



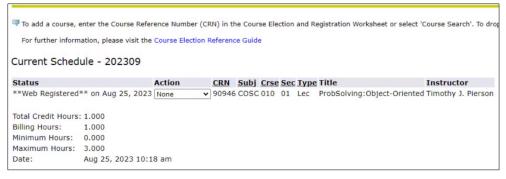
4. This screen displays all course(s) you have received permission to enroll in from a Dartmouth faculty member. Indicate the course you wish to take by selecting the checkbox. You may select only one course per term. Click the "Add Courses to Work Sheet" button when done.



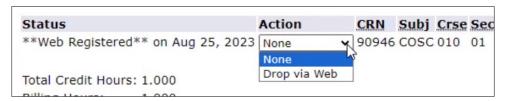
5. This brings you back to the Course Election and Registration Worksheet, although now a "CRN" (Course Reference Number) appears in one of the boxes. Click "Submit Changes" at the bottom of the screen.



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.



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