



Online Registration Instructions

Logging In

1. Go to <http://usfconnect.usfca.edu>
2. Enter your name and password. Click "OK".

Registering

1. Click on the "Student" tab at the top of the page.
2. Click on the "click here to" link in the Student Self-Service section.
3. Click on "Look Up and Register for Classes"
4. Select the term for which you are registering and click "Submit".
5. There are 2 ways to register for courses
 - a. Enter the 5 digit CRN number (which can be found on the Schedule of Classes posted on the Law School web site) and click "Submit". **This is the quickest way to register.**
 - b. If you do not have the CRN number click on "Course Selection Search" and select the term and subject you want. Select the course you want from the list and click on "Register". Repeat this process until you have added all sections for which you would like to register.
6. Scroll down and read any messages. You may need to make adjustments.

Dropping Classes

1. On the registration menu, click on "Drop and Add Classes".
2. For the classes you wish to drop, under Action select "Drop".
3. Click "Submit" at the bottom of the page.

Troubleshooting

If you receive a message that states "Log-in Expired":

- Close all windows in your browser (e.g. Netscape, Internet Explorer, etc.) and start over.
- This can be caused by double-clicking links and/or using the Back Button.

If you cannot register for the class you want:

- You may need a pre-requisite, check the Schedule of Classes.
- You may have a time conflict with another course
- You may need permission to register, e.g. for a clinic.
- The class may be closed.

Tuition Bills

Bills will be sent via e-mail to you USFConnect e-mail. Bills will be sent during mid-July. Please check this account frequently, it is the primary method that the Law School uses to communicate with students.