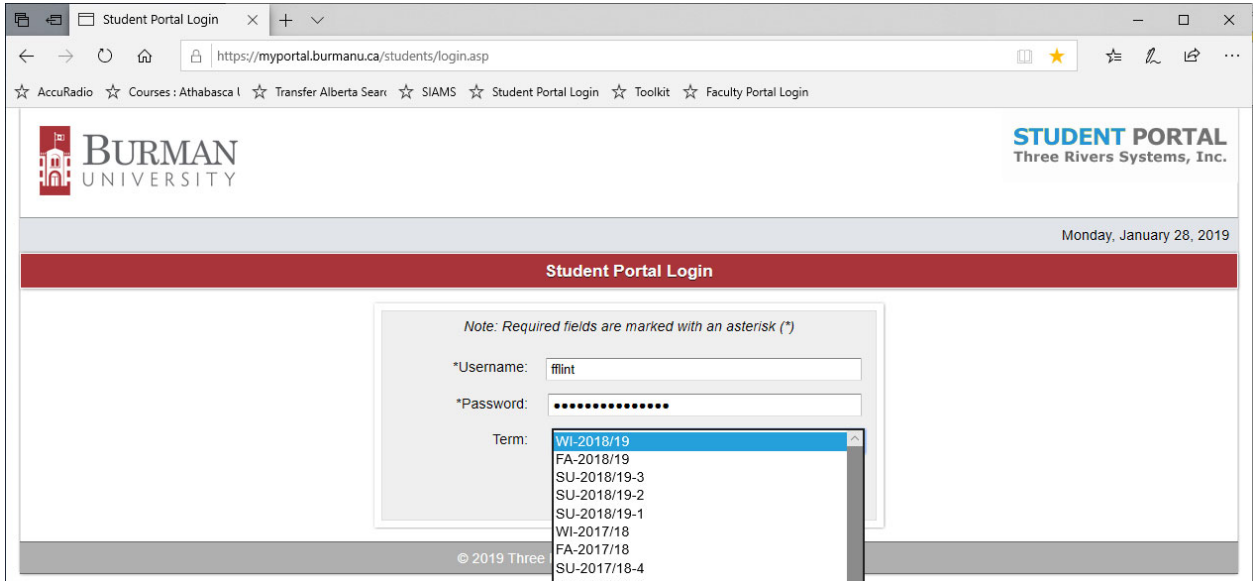


Using CAMS via the Student Portal to Register for Courses

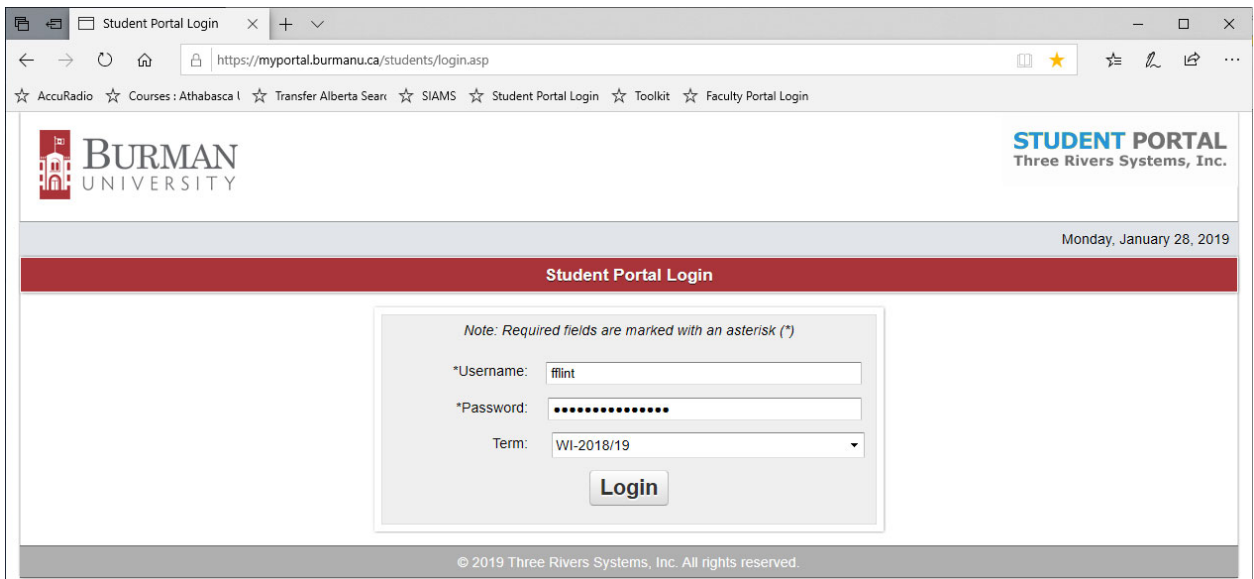
Summer Registration

Below is a step by step guide to registering for summer courses.

1. Enter the following URL in your browser of choice: <https://myportal.burmanu.ca/students/login>. Enter your Burman network Username and Password as indicated. From the drop down list, choose the term you wish to register for. Click on "Login". If you are having trouble logging in, contact Computer Services at itticket@burmanu.ca or extension 4021.



A screenshot of a web browser window showing the Student Portal Login page. The browser's address bar displays <https://myportal.burmanu.ca/students/login.asp>. The page header includes the Burman University logo and the text "STUDENT PORTAL Three Rivers Systems, Inc." along with the date "Monday, January 28, 2019". The main heading is "Student Portal Login". A form is centered on the page with the following fields: "*Username:" with the value "ffint", "*Password:" with masked characters, and "Term:" with a dropdown menu. The dropdown menu is open, showing a list of terms: "WI-2018/19" (highlighted), "FA-2018/19", "SU-2018/19-3", "SU-2018/19-2", "SU-2018/19-1", "WI-2017/18", "FA-2017/18", and "SU-2017/18-4". A note above the form states "Note: Required fields are marked with an asterisk (*)". The footer of the page shows "© 2019 Three Rivers Systems, Inc."



A screenshot of the same Student Portal Login page, but with the "Term:" dropdown menu closed and the "Login" button highlighted. The form fields are: "*Username:" with "ffint", "*Password:" with masked characters, and "Term:" with "WI-2018/19" selected. The "Login" button is a grey rectangular button with the text "Login" in bold. The rest of the page layout, including the header, logos, and footer, remains the same as in the previous screenshot.

- The main menu is on the left. To register, click on "Registration".

The screenshot shows a web browser window with the URL <https://myportal.burmanu.ca/students/index.asp>. The page header includes the Burman University logo and the text "STUDENT PORTAL Three Rivers Systems, Inc.". The user's name is "Frederick Flintstone" and their Student ID is "605000". The advisor is "LAWRENCE MURRIN" and the current term is "WI-2018/19". There are buttons for "Edit Profile" and "Logout". A navigation menu on the left includes "Home", "Calendar", "Student Directory", "Document Tracking", "Administrative Services", "Course Offering", "Degree Audit Options", "Registration", and "My Schedule". The main content area is titled "Student Portal News". On the right, there are sections for "My Courses" (with a "View" button) and "My Calendar" (with a "View" button).

- You will be presented with a choice as how you want to pay for summer courses. Select the appropriate method from the drop down list.

The screenshot shows a web browser window with the URL https://myportal.burmanu.ca/students/3DTech_RegistrationQuestions.asp. The page header includes the Burman University logo and the text "STUDENT PORTAL Three Rivers Systems, Inc.". The user's name is "Frederick Flintstone" and the current term is "SU-2020/21-1". A navigation menu on the left includes "Home", "Calendar", "Student Directory", and "Document Tracking". The main content area is titled "Registration Questions" and contains a dropdown menu with the following options: "Please choose one of the following options:", "I agree to pay \$1410.00 per course", and "I am being sponsored by the SDACC".

4. You may now choose your courses by clicking on the appropriate check box next to the course you wish to take. If you do not see a check box for “credit” please call Registrar Services at extension 4026. You may not meet the pre-requisite for the course.

Registration x +

https://myportal.burmanu.ca/students/cePortalAcademicList.asp?ak=wktj0kuhMzWyZJZIXFA5fd0ynsrUxyUlna0EayEvb3

Athabasca | Transfer Alberta Search | SIAMS | Student Portal Login | Toolkit | Faculty Portal Login

Cancel Process Registration

Show Academic Information Show Filter Show Pending Courses

This is your current schedule for the WI-2018/19 term

Drop	Audit	Course ID	Course Name	Credits	Instructor	Days	Time	Date
<input type="checkbox"/>	Drop	BUAD476LEC	BUSINESS DATA COMMUNICATIONS	3	Flintstone, Fred	T	6:00 PM - 9:00 PM	Weekly
					Murrin, Lawrence	T	6:00 PM - 9:00 PM	Weekly

Current Offering for Term: WI-2018/19

1 2 3 4 5 6 7 8 9 10 Next
Viewing Page #7 (Total Pages: 23)

INTRODUCTION TO MACROECONOMICS [ECON102LEC]
15 seats left
START-END DATES: 1/7/2019 - 4/24/2019

+ Book List

Credit

Instructor	Credits	Campus	Room	Days	Date	Time
Michel, Louiuis	3	Main	M-112	TR	Weekly	1:15 PM - 2:35 PM

C&I ELEMENTARY SCHOOL MUSIC [EDCI240LEC]
24 seats left
START-END DATES: 1/7/2019 - 4/24/2019

+ Book List

PreReq

Instructor	Credits	Campus	Room	Days	Date	Time
Reeves, Tony	3	Main	M-112	MWF	Weekly	11:00 AM - 11:50 AM

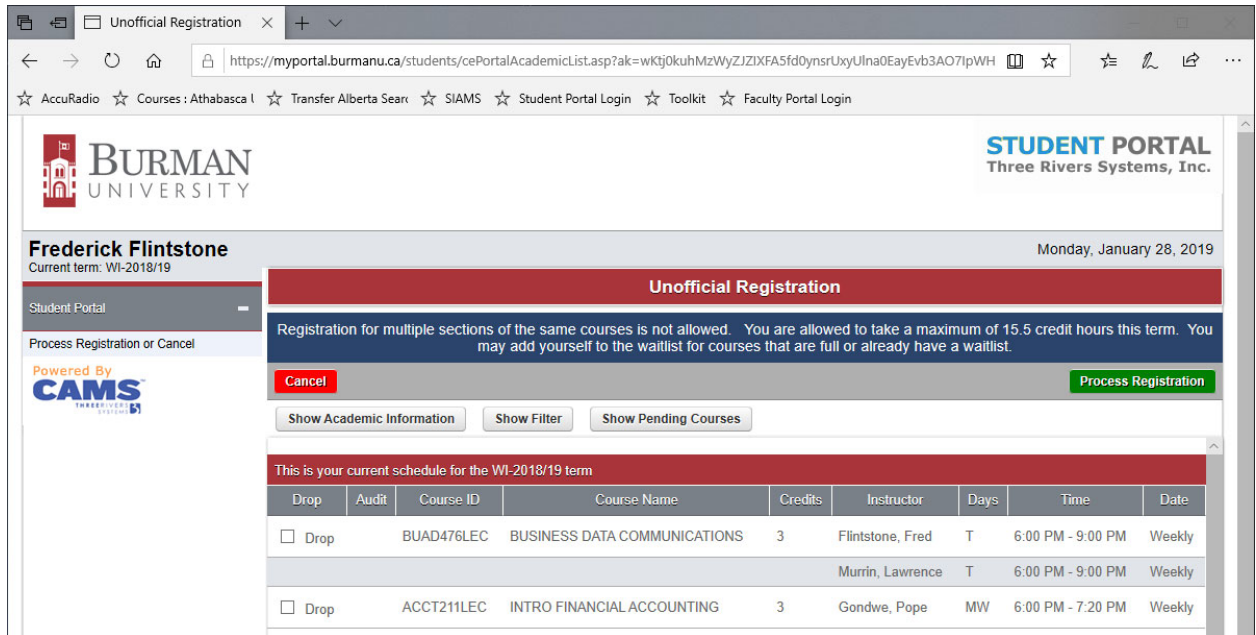
- Once you have finished checking the boxes of the courses you wish to take, click the “Process Registration” button. The button is at the top and bottom of the screen. Or may click “Cancel” which will clear the course selections and return you to the main menu.

- Once you click the “Process Registration” you will be presented with a summary page of your registration. Note the “Printer Friendly Version”.

Course ID	Course Name	Instructor	Days	Time	Date
ACCT211LEC	INTRO FINANCIAL ACCOUNTING	Gondwe, Pope	MW	06:00 PM - 07:20 PM	1/7/2019 - 4/24/2019
BUAD476LEC	BUSINESS DATA COMMUNICATIONS	Flintstone, Fred	T	06:00 PM - 09:00 PM	1/7/2019 - 4/24/2019
		Murrin, Lawrence	T	06:00 PM - 09:00 PM	

Using CAMS to Drop a Course(s)

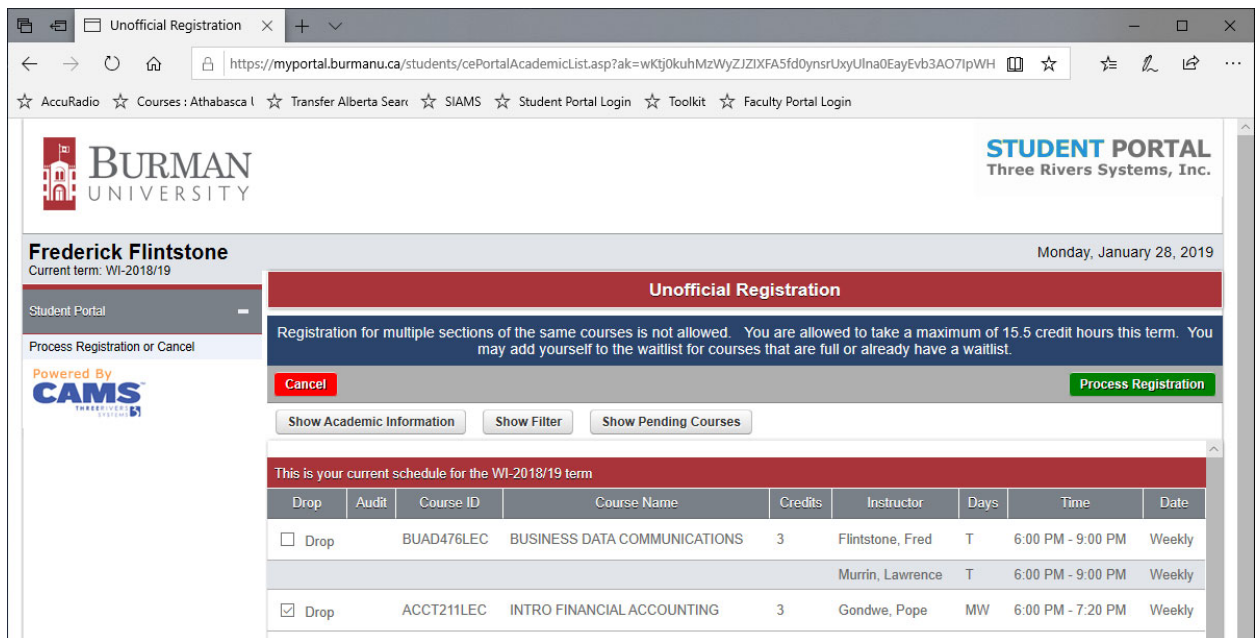
1. Login in to Student Web Services. Click on the Registration menu on of the left. You will be shown a list of courses that you are currently enrolled in.



The screenshot shows the Student Portal interface for Frederick Flintstone. The page title is "Unofficial Registration". A message states: "Registration for multiple sections of the same courses is not allowed. You are allowed to take a maximum of 15.5 credit hours this term. You may add yourself to the waitlist for courses that are full or already have a waitlist." Below this message are buttons for "Cancel" and "Process Registration". There are also buttons for "Show Academic Information", "Show Filter", and "Show Pending Courses". A table displays the current schedule for the WI-2018/19 term:

Drop	Audit	Course ID	Course Name	Credits	Instructor	Days	Time	Date
<input type="checkbox"/>		BUAD476LEC	BUSINESS DATA COMMUNICATIONS	3	Flintstone, Fred	T	6:00 PM - 9:00 PM	Weekly
					Murrin, Lawrence	T	6:00 PM - 9:00 PM	Weekly
<input type="checkbox"/>		ACCT211LEC	INTRO FINANCIAL ACCOUNTING	3	Gondwe, Pope	MW	6:00 PM - 7:20 PM	Weekly

2. Click on the Drop box of the course(s) you wish to drop. The click on "Process Registration".



This screenshot is identical to the previous one, but the "Drop" checkbox for the course ACCT211LEC is now checked.

Drop	Audit	Course ID	Course Name	Credits	Instructor	Days	Time	Date
<input type="checkbox"/>		BUAD476LEC	BUSINESS DATA COMMUNICATIONS	3	Flintstone, Fred	T	6:00 PM - 9:00 PM	Weekly
					Murrin, Lawrence	T	6:00 PM - 9:00 PM	Weekly
<input checked="" type="checkbox"/>		ACCT211LEC	INTRO FINANCIAL ACCOUNTING	3	Gondwe, Pope	MW	6:00 PM - 7:20 PM	Weekly

You will get a summary screen of remaining courses that you are enrolled in.

The screenshot shows a web browser window with the URL <https://myportal.burmanu.ca/students/cePortalAcademicCheckout.asp>. The page header includes the Burman University logo and the text "STUDENT PORTAL Three Rivers Systems, Inc.". The user's name is "Frederick Flintstone" with "Student ID: 605000". The advisor is "LAWRENCE MURRIN" and the current term is "Wi-2018/19". A red banner at the top of the main content area reads "Unofficial Registration Checkout". Below this, a table titled "Current Schedule for the Wi-2018/19 term" lists the following course:

Course ID	Course Name	Instructor	Days	Time	Date
BUAD476LEC	BUSINESS DATA COMMUNICATIONS	Flintstone, Fred	T	06:00 PM - 09:00 PM	1/7/2019 - 4/24/2019
		Murrin, Lawrence	T	06:00 PM - 09:00 PM	

Navigation links include "Edit Profile", "Logout", and "Student Portal". A "Printer Friendly Version" link is also present.