

Registration Instructions

- 1) Go to our.crown.edu (no www)
- 2) Log in to Our.Crown using your Crown email username & password. (If you are unable to log-in please email: ritters@crow.edu for assistance.)
- 3) Click on **Students** (in the horizontal row of purple tabs at the top)
- 4) Click on **Registration** (in the white box to the left)
- 5) Scroll down to the **Course Schedules** box and select **Add/Drop Courses**
- 6) Change the dropdown term to **2020-2021 Arts & Sciences Fall**
- 7) Then select **Add by Course Code**
- 8) In the text boxes, input your course codes that are listed on the *Registration Courses* attachment. (For example, **PSY 130 P2**)
- 9) Then select **Add Course(s)**.

If you have any questions or concerns, feel free to email me at ritters@crow.edu.

Thank you,

Shawna Ritter

PSEO Coordinator