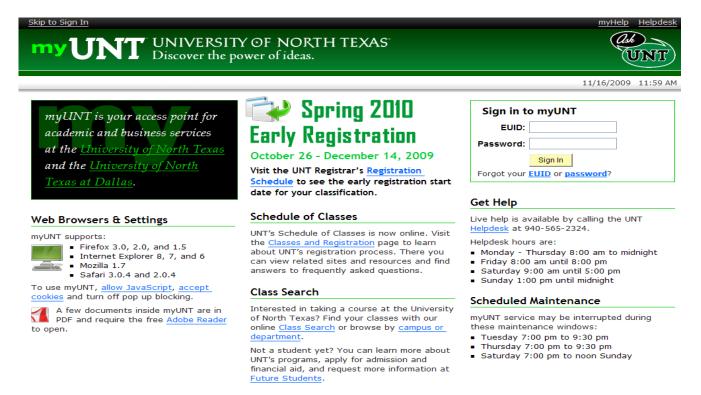
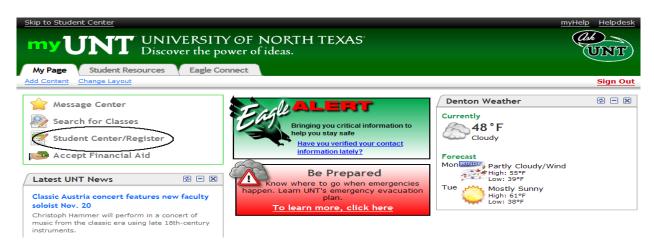
Introduction to the Student Center

The EIS Student Center is a "one-stop-shop" for many student view and update functions. The student center allows the student to view grades, gpa's, schedules, programs and plans, student finances, transfer information, basic demographic data, the schedule of classes, and allows the student to register for classes.

Log on to my.unt.edu.



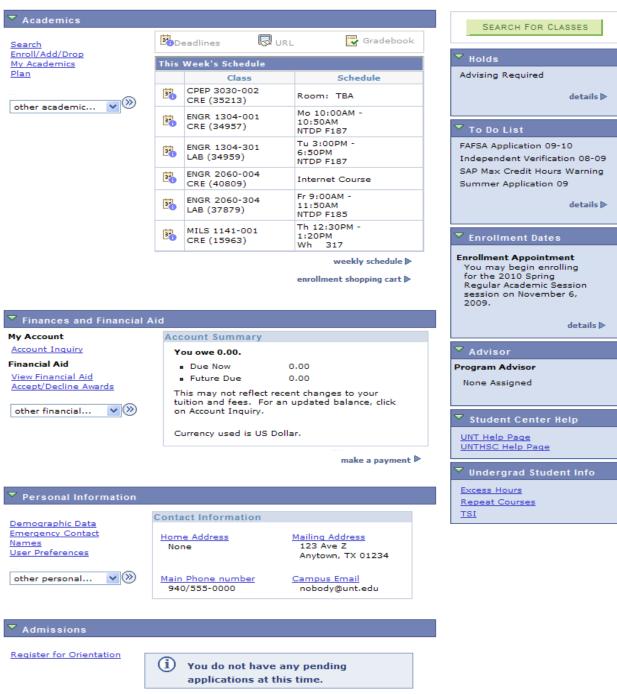
Click on the Student Center/Register link



STUDENT CENTER PAGE: The student center page displays a students schedule, allows the student to search and register for classes, displays links to grades, inquire about account summaries, view holds and review and update demographic information.

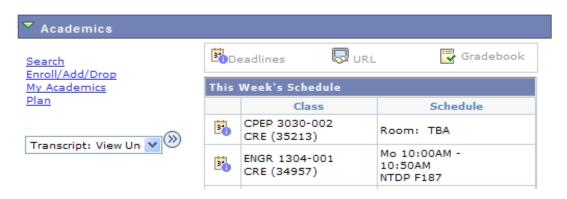
The page also has invaluable links to a student's excess hours, TSI and repeated courses.



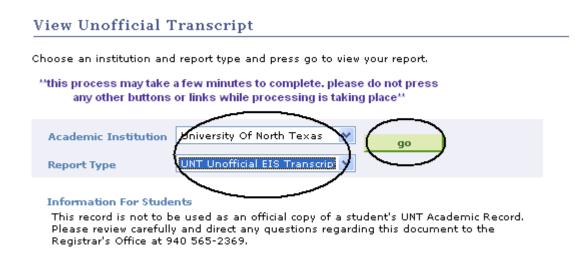


TRANSCRIPT INFORMATION: A student can access/print their unofficial UNT transcript by using the drop down box under Academics. Choose Unofficial Transcript and click the >> option.

Scrappy's Student Center



The Academic Institution is University of North Texas and the Report Type is UNT Unofficial EIS Transcript. Click Go.



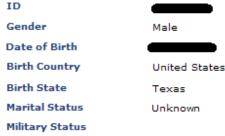
Your unofficial UNT transcript will pull up and you can click File then Print from your toolbar.

PERSONAL INFORMATION PAGE: The personal information page allows the student to view and update various student data.

By clicking on the Demographic Data link, various information can be viewed. Student ID number, DOB, Social Security number.







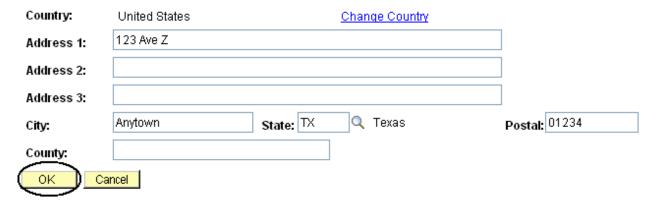


A student can update their address information by clicking on the Addresses link



2. Update the information and click OK

Edit Address



3. Click SAVE

Scrappy Eagle

Addresses

Change Address

Verify your address information below and select the address type(s) associated with it on the right.

An asterisk (*) to the right of a type indicates that another address is already associated with this type. If you choose this type, you will automatically override the previous address. Any type that is grayed out is for display only or is otherwise unavailable for association with an address.



4. You will receive a confirmation that your update was successful. Click to return to your address screen.





Students can update their phone numbers choosing the Phone Numbers link.



Enter the new number and click



Eagle, Scrappy

For each contact phone number you wish to provide, please enter 10 digits in the following format: 999/999-9999



In the event of an emergency on campus, you may be notified via all of the contact phone numbers you provide.





ADMISSIONS PAGE: The Admissions page lists all pertinent admission application data, including career, program and plan a student is applying and the application status. It also summarizes an applicant's admission progression, external education and test summary.



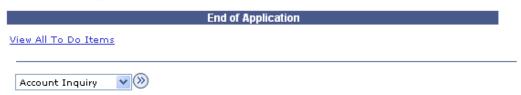
Now that you have been accepted, you will be eligible for enrollment during orientation. Please refer to the appropriate schedule of classes for information regarding orientation and registration times/procedures.

Academic Institution	Term	Program	Application Number	Academic Career	Application Date
University Of North Texas	2005 Fall	Arts and Science	00058058	Undergraduate	05/16/2005

This application is Complete.

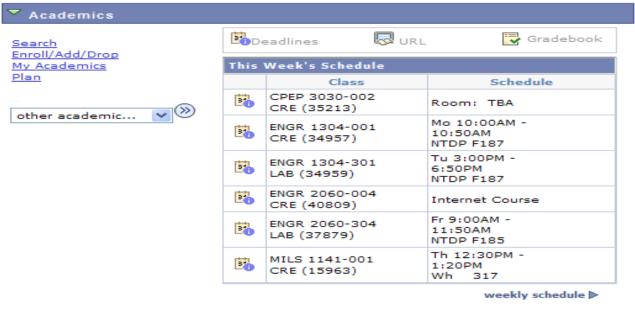
UNT Undergraduate Admissions contact info:

Phone: 1 800 868 8211 Email: undergrad@unt.edu



ACADEMIC INFORMATION PAGE: Academic information lists student class schedules, mandatory courses, grades, unofficial transcript, holds as well as where the student will register for classes. Click on the appropriate link for the needed information.

Scrappy's Student Center



enrollment shopping cart

To Clear the Student Financial Obligation Hold

Check your holds. Depending on your resolution, you may need to scroll over to the right. Your holds should be listed in the blue box. Click on "details" for more information.



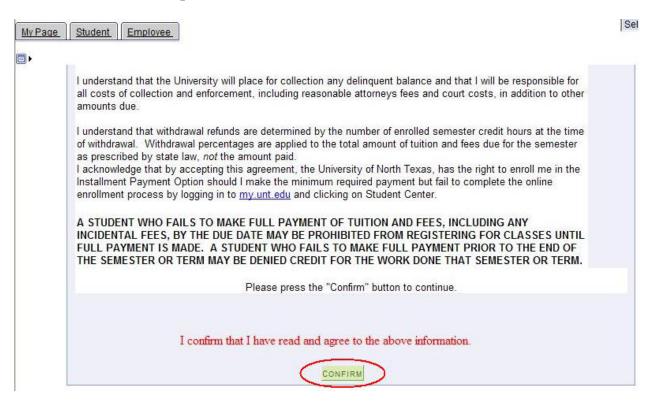
Click "remove hold" link. (note that if there were other holds, you would be able to see them all here along with who you should contact in order to remove them, if applicable)

Your Holds

Below is a list of current Holds on your records. To filter your list of Holds, change the options below and click Go.

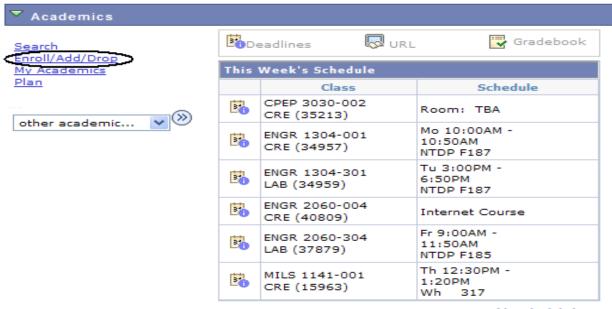
Hold Item	Amount		Institution	Term	Department	
Student Financial Obligation		USD	University Of North Texas	Begin Term - Srvc Indicatr Use	Student Acctg & Univ Cashier	Remove Hol

Read the statement and press the "confirm" button.



A. To Register for Classes click on the Enroll/Add/Drop a Class link.

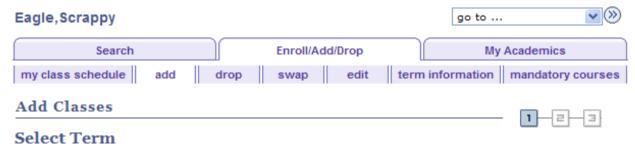
Scrappy's Student Center



weekly schedule 🏲

enrollment shopping cart ▶

1. Choose the semester and click continue



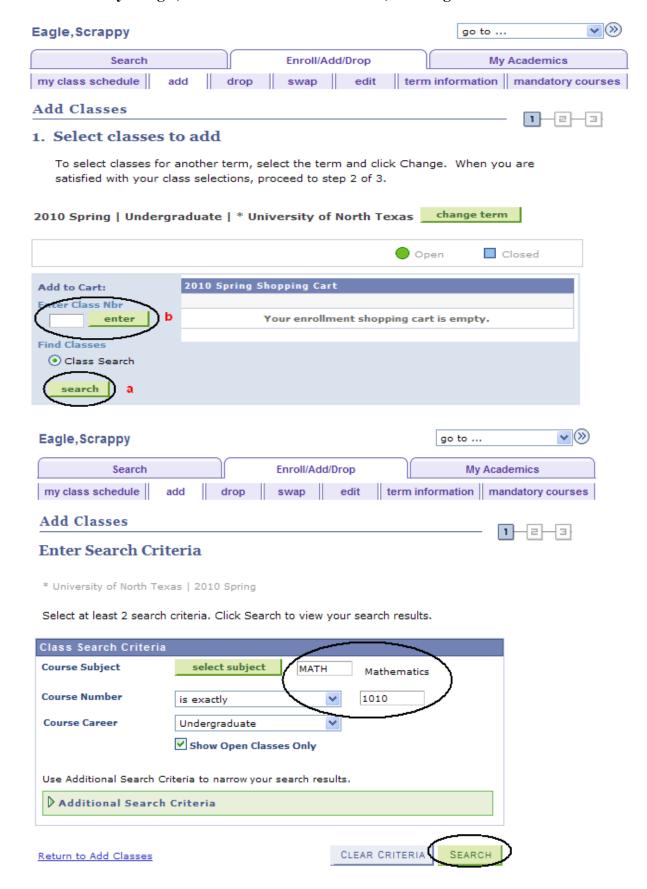
Sele	elect a term then click Continue.						
	Term	Career	Institution				
0	2009 Fall	Undergraduate	* University of North Texas				
(0	2010 Spring	Undergraduate	* University of North Texas				

CONTINUE

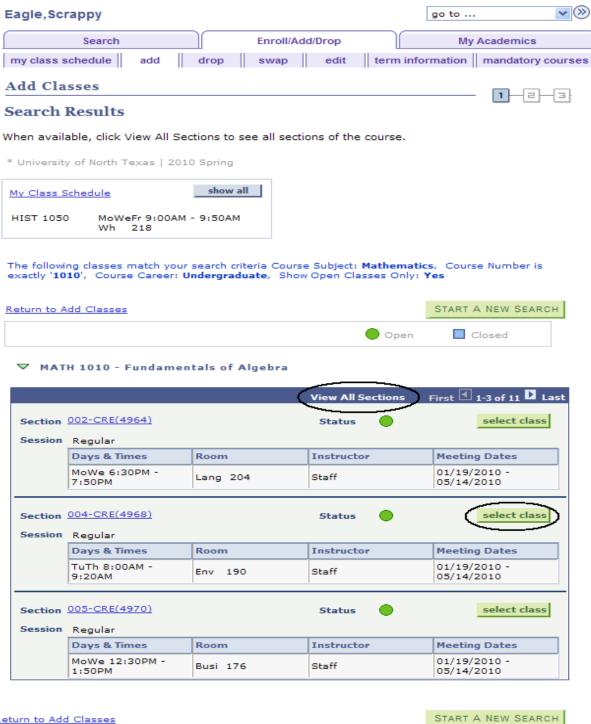
Search Enroll/add/drop My Academics

My Class Schedule Add Drop Swap Edit Term Information Mandatory Courses

2. Add classes by using a) the class search function or b) entering the class number.

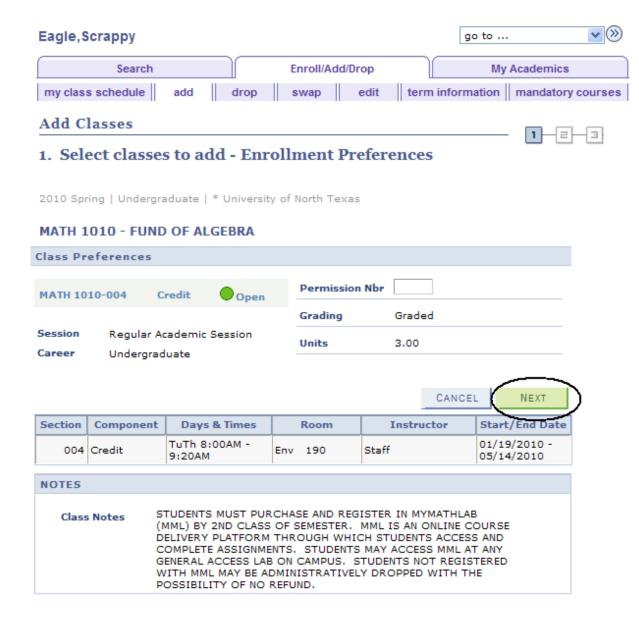


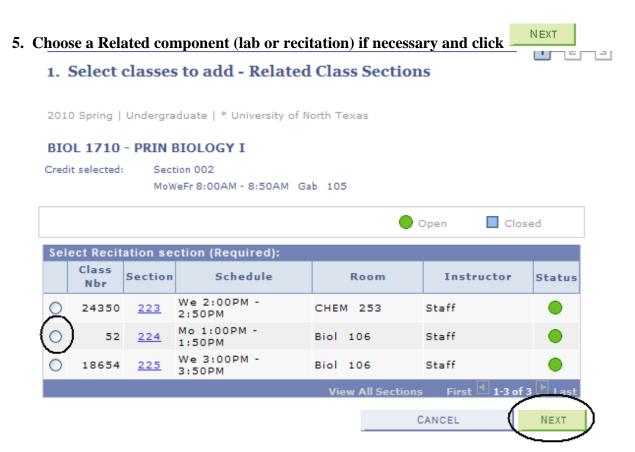
3. Click View All to see all sections. Select the class to put in your shopping cart.



Return to Add Classes

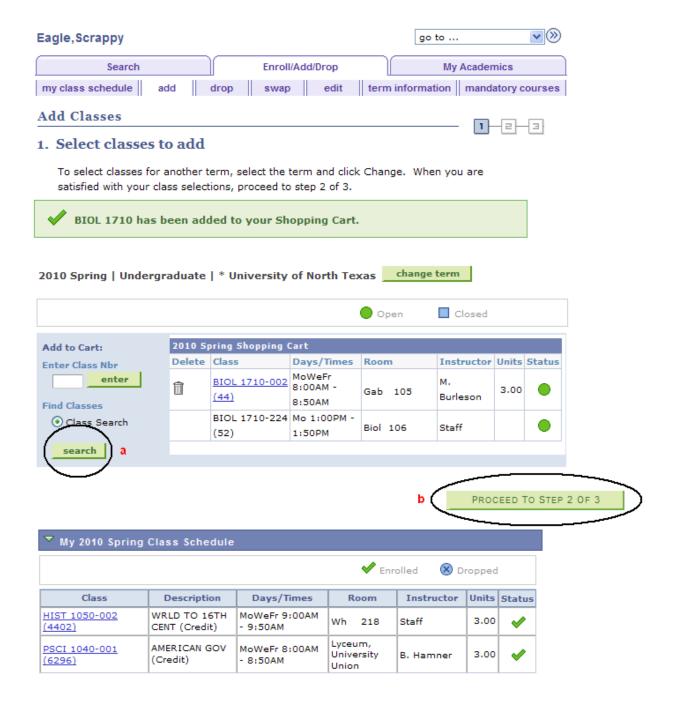
4. If a permission number is required, the system will not continue without it. If a permission number in not required, click



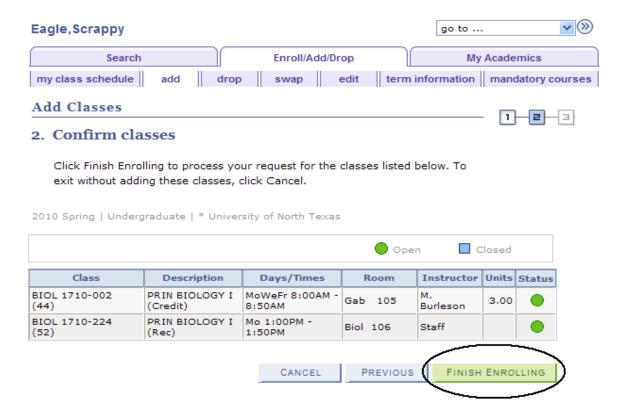


THE CLASS HAS NOW BEEN ADDED TO YOUR SHOPPING CART ONLY.

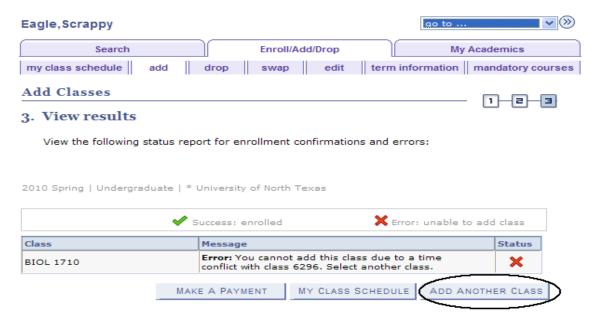
Continue to put classes in your shopping cart (a) and when you are satisfied with your selections, proceed to step 2 of 3 (b).





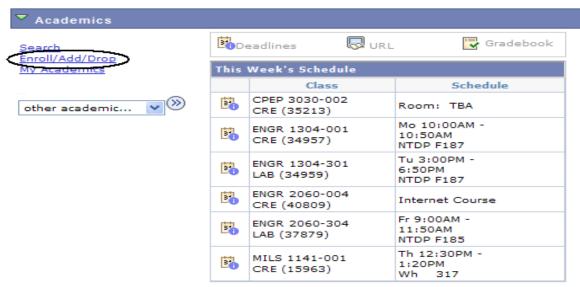


Review and correct any errors that may have occurred in your registration by clicking on add another class



B. To drop class(es) from schedule, click on the Enroll/Add/Drop Class link.

Scrappy's Student Center



weekly schedule ▶

CONTINUE

1. Click on the Drop Tab, choose the semester and click

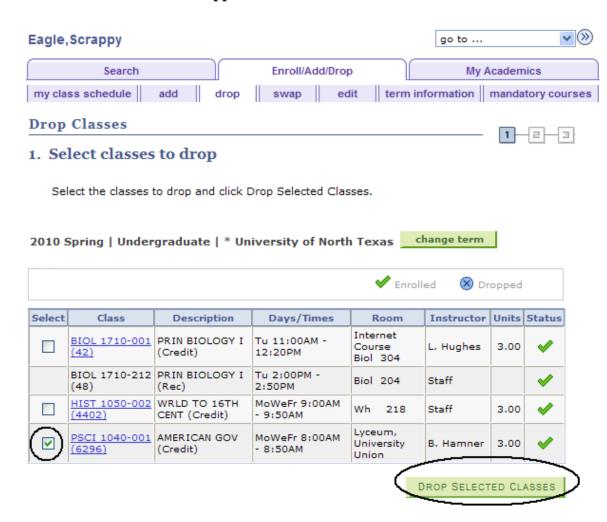




19

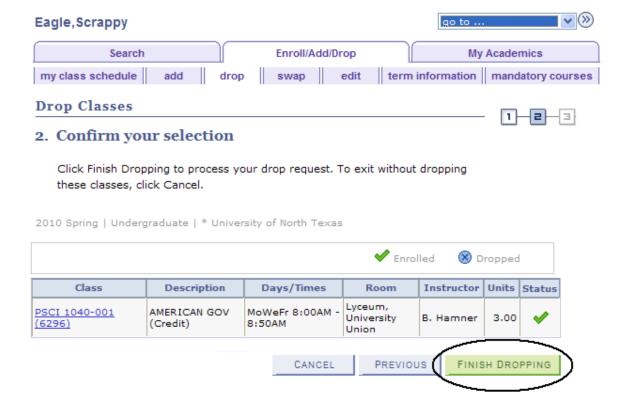
2. Choose the class to be dropped and click

DROP SELECTED CLASSES



3. Confirm the dropped class by reviewing schedule and clicking



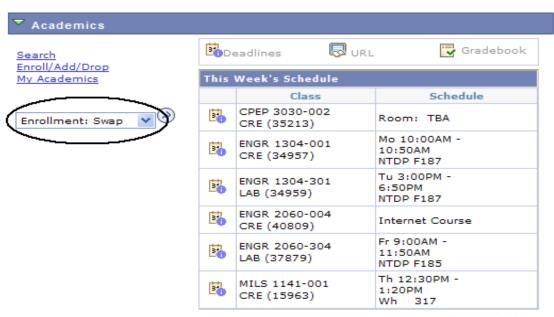


You will receive a confirmation. You may then continue to view your class schedule or Make a Payment



C. To Swap classes, use the drop down box and choose the Swap Classes link.

Scrappy's Student Center



CONTINUE

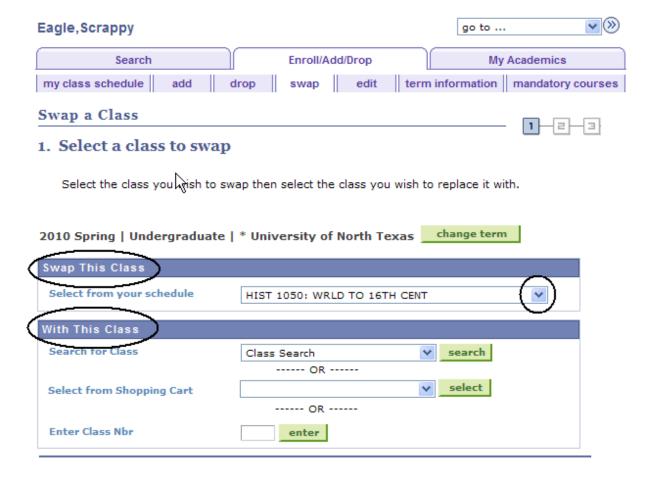
weekly schedule ▶

1. Choose semester and click

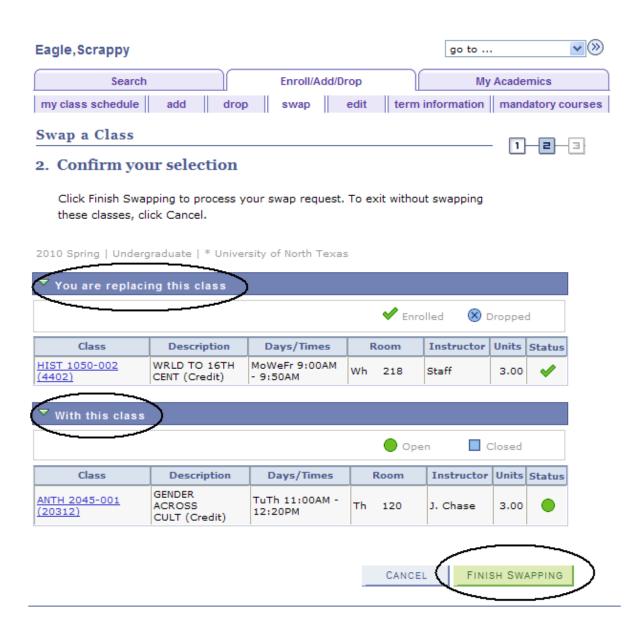




2. Select the class you wish to drop using the drop down box.

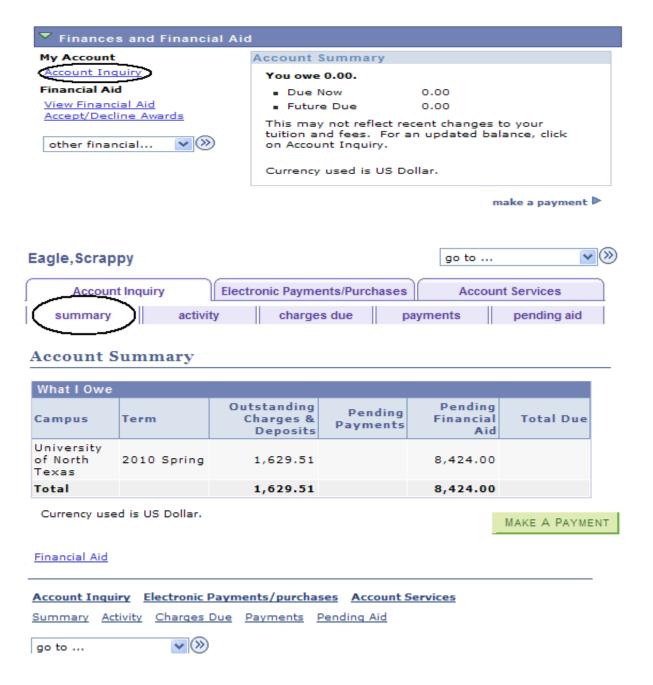


- 3. Continue with the same process to Add Class from pages 12 15. You will receive the following screen when swap is ready to be completed.
- 4. Click FINISH SWAPPING



FINANCES PAGE: The Finance page displays all financial data related to tuition and fees.

Click on the Account Inquiry to view your account summary, due charges, completed payments, pending financial aid or to complete a payment.





Pending Payments

You have no pending payments.



Currency used is US Dollar.

Financial Aid

To Complete a Payment



Click on Pay Bill

Click on the "Pay Bill" button below to continue with your payment. You will receive an email upon completion of the payment process.



Click on Make Payment



Message Board

Welcome to the QuikPAYTM system. Through QuikPAYTM, you are conveniently able to:

- · manage your payment profiles
- authorize others to make payments on your behalf
- · view your account status
- quickly make payments to your account.
- and more all online!

Please choose from the list of options located in the column to the left.

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Enter Payment Amount, Select Payment Method and click Continue

Enter Payment Amount

Please enter in the amount you want to pay and click "Continue" button.



TRANSFER CREDIT PAGE: The transfer credit page summarizes all the transfer credit a student has earned and its source.



