Registering for Classes

MyIU Portal, S.S. IU, and Email Accounts

MyIU gives you access to pertinent student information at Immaculata, most importantly, S.S. IU, where you will register for classes and your student email.

1. Log onto the Immaculata website: http://www.immaculata.edu/

2. Click on the MyIU tab at the top of the IU web page.

3. To enter the log-in page you will put your User Name and Password
To log into MY IU, students type in their User Name and Password

1. User Name: firstinitiallastname *(Please see cover letter for your username)*
   Example: jsmith, login is not case sensitive
2. Note: students with common last names such as Smith, Jones, etc. may have a numeral added to their username.
3. Password is the student’s birth date (mmddyy) or last six digits of student ID (A00...).
4. Once you enter the portal, you will be prompted to create a stronger password.

If you need assistance logging in, please contact the Help Desk at 610-647-4400 x1234.

The next screen is the MY IU portal landing page:

Look for the S.S. IU logo and click on this logo
Once you’re in S.S. IU, click on the **Student** tab.

To register for your Classes, please follow the steps below and enter the above listed CRNs to register for your first Immaculata classes!

**Step 1: Select Registration**

![Registration](image1)

**Step 2: Select Add or Drop Classes**

![Add or Drop Classes](image2)

**Step 3: Select the Term you wish to register, click Submit**
Step 4: Type in the CRN#s for the course you want (see numbers in cover letter if you are a cohort student. If you are not a cohort student select “Look up class” to see your options).

Step 5: Click Submit Changes

Congratulations! You’ve registered for your first classes at IU!