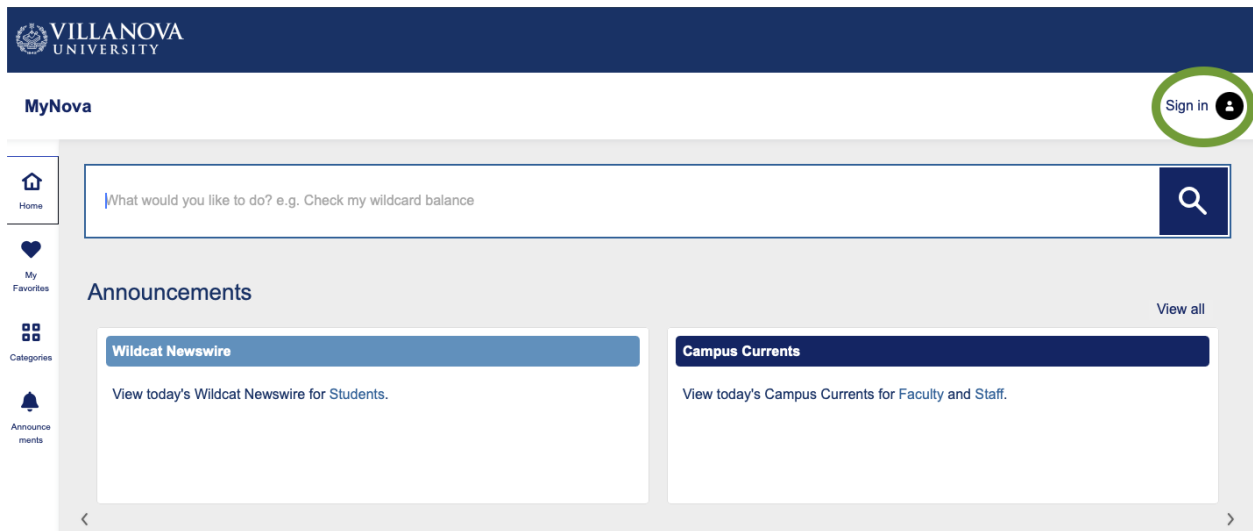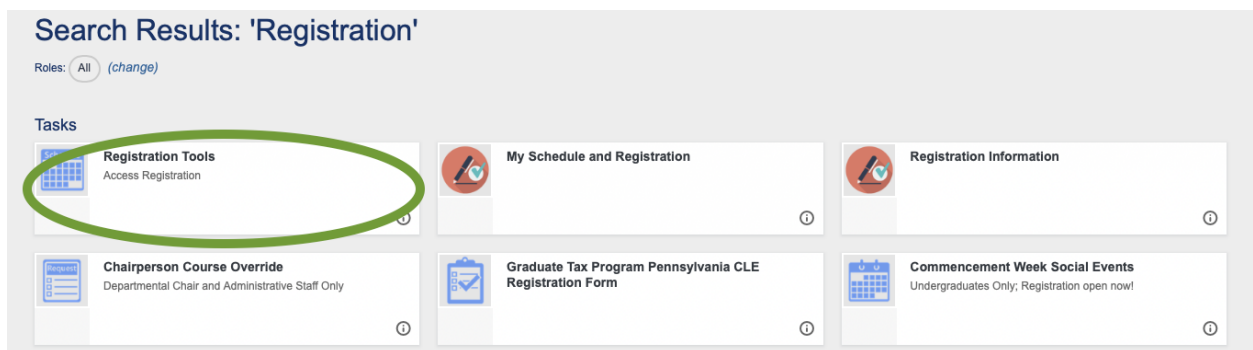# Accessing Registration Tools through MyNova

1. To begin, navigate to **mynova.villanova.edu** — this is your **MyNova portal**.
2. In the upper-right corner of the screen, click "**Sign In**" and enter your Villanova credentials. These credentials were emailed to you when you were accepted into the program.
   a. If you're having trouble logging in, contact University Technology Services. Their information can be found on our website under the "Apply" section.

3. Once you're signed in, type **"Registration"** in the search bar.
4. Next, click the **"Registration Tools"** task item.

5. A menu of registration options will appear.

Student • Registration

Registration

What would you like to do?

University Course Catalog
Look up basic course information like subject, course and description.

University Schedule of Classes
Looking for classes? In this section you can browse classes you find interesting.

Plan Ahead
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.

Check Your Registration Status
View registration status, update student term data, and complete pre-registration requirements.

Register, Add or Drop Classes
Search and register for your classes. You can also view and manage your schedule.

View Your Schedule
View and print your schedule(s).

6. Well done! You're now ready for the next step: **"Checking Your Registration Status."**