



# HOW TO REGISTER

## Before you begin...

Log in to your  Bearkat Registration Dashboard

Go to [mysam.shsu.edu](https://mysam.shsu.edu)

- Select “Registration” tab
- Select “Continue to Registration → Add/Drop Classes”

## PRE-REGISTRATION NOTICES

Complete your pre-registration notices

- Select “Complete Notices”  
Completion will remove the Pre-Registration Notices hold from your account.

## REGISTRATION HOLDS

Do you have registration holds?

- Select “View Holds”  
**YES** – You must take the necessary actions to clear holds on your account before you can proceed to the next step in the registration process.  
**NO** – Move to the next step

## REGISTRATION TIME

Have you been advised?

- **YES** – Move to next step  
**NO** – Contact the Sam Center or your Academic advisor

## NEED TO KNOW

Acknowledge your need-to-know items

- Select “View Items”  
Acknowledgment of all items will allow you to move to the next step.

## ADD/DROP CLASSES →

Register for your classes

- Select “Register for Classes”
- Select registration term
- Select “Continue”

## Questions?

[registrar@shsu.edu](mailto:registrar@shsu.edu)  
(936) 294-1040

