



REGISTER  
NOW

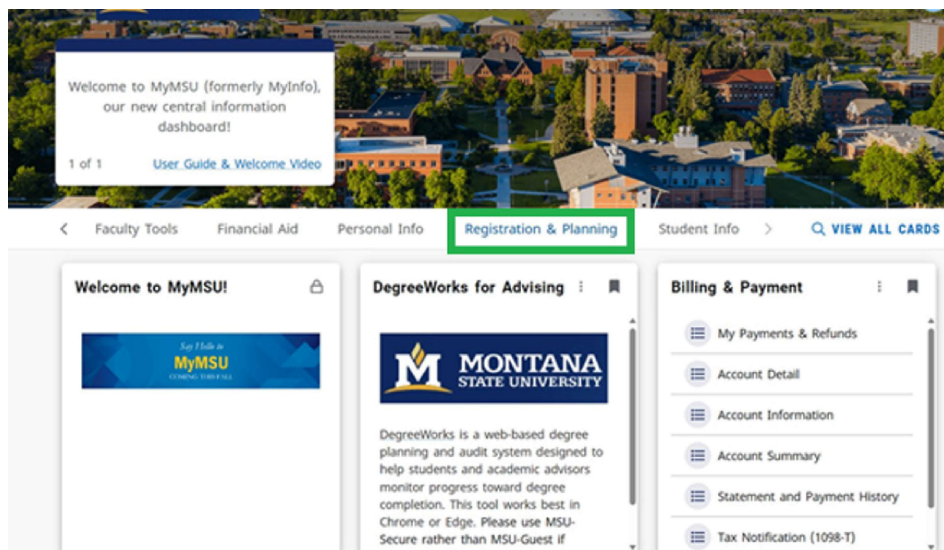
# MYMSU REGISTRATION INSTRUCTIONS

*Fall 2025*

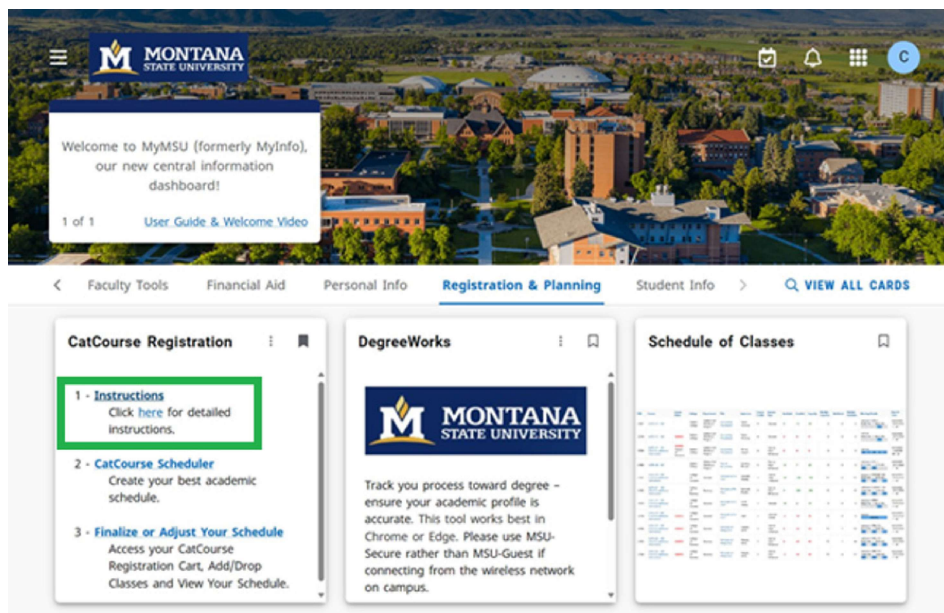
# MYMSU REGISTRATION INSTRUCTIONS

## What to have on hand before you begin:

1. Log into MyMSU and click on the “Registration & Planning” tab.

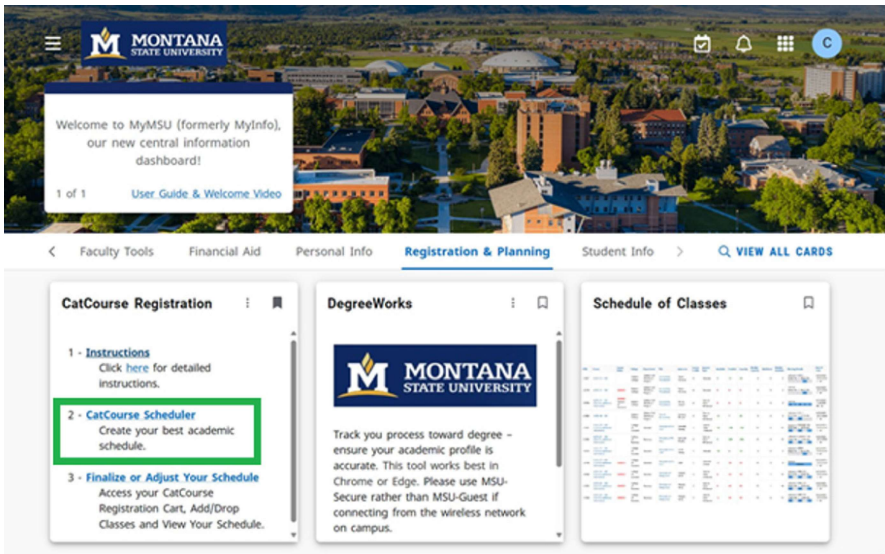


2. On the CatCourse Registration card, click “Instructions” to review the step-by-step registration process.

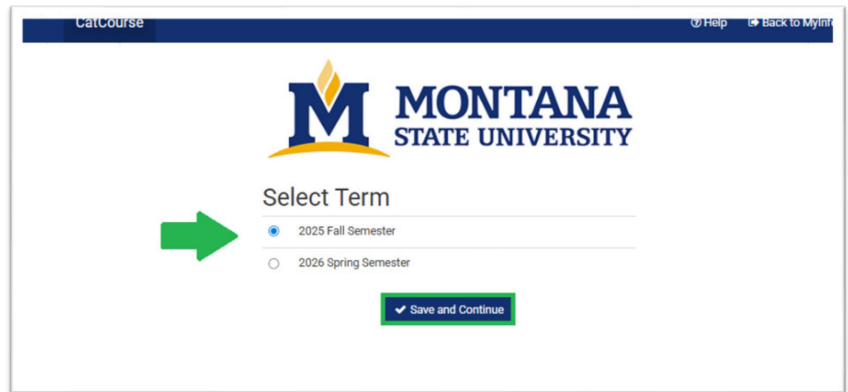


# MYMSU REGISTRATION INSTRUCTIONS

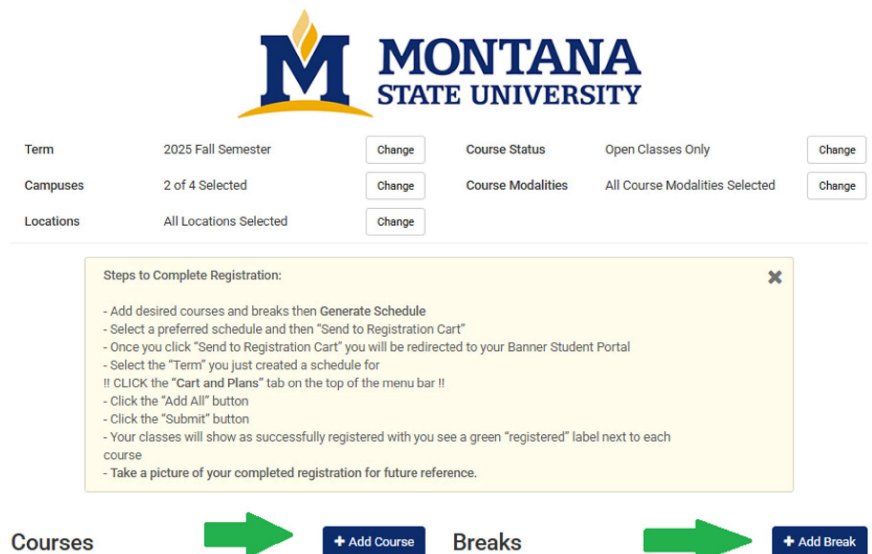
3. When you are ready to register, click “CatCourse Scheduler.”



4. Select the semester you are registering for by adjusting the radial button. Click “Save and Continue.”



5. Select “Add Course” to add classes to your registration cart, and “Add Break” to indicate when you’ll be unavailable to take classes.



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6. After selecting “Add Course” you will be routed to 3 different ways to add classes to your registration cart:

- By Subject: This tab includes all of the classes from every rubric offered in the semester in which you are registering.
- Search CORE Course: This tab includes all classes from every rubric offered that have a CORE designation in the semester in which you are registering.
- DegreeWorks: This tab will display courses in any advisor-locked and activated DegreeWorks plan.

1. Course 2. 2025 Fall Semester 3. Add Course

By Subject Search CORE Courses DegreeWorks

Subject Select Subject...

Course Select Course...

Desired Courses Current Schedule

Choose a Course and click Add Course

Return to Generate Schedules Add Course

7. Select the “Subject” dropdown to select the course subject (Mathematics, Writing, etc.)

## Add Courses for 2025 Fall Semester

By Subject Search CORE Courses DegreeWorks

Subject Select Subject...

Course

Return to Generate Schedules Add Course

Desired Courses Current Schedule

Choose a Course and click Add

AHHS - Allied Health: Health Sciences

AHMA - Allied Health: Medical Assist

AHMS - Allied Health: Medical Support

AMST - American Studies

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8. After you've selected the subject, select "Course" to populate all the different courses offered for the subject you selected:

Add Courses for 2025 Fall Semester

By Subject

Search CORE Courses

DegreeWorks

Subject

ANTY - Anthropology

Course

Select Course...

101D Anthropology and the Human Experience

215IS Human Prehistory

225IS Culture, Language, and Society

Return to Generate Schedules

Desired Courses

Current Schedule

Choose a Course and click

9. Once you have identified the correct class you need to register for by selecting the subject and course from the dropdowns, add the class to your registration cart by selecting "Add Course." Under the "Desired Courses" tab to the right, a list of the classes you've successfully added to your cart will populate. Once you have added all of your classes you wish to register for, select "Return to Generate Schedules" to add breaks (optional) or generate all possible schedule combinations for the classes in your registration cart.

Add Courses for 2025 Fall Semester

By Subject

Search CORE Courses

DegreeWorks

Subject

CLS - College of Letters & Science

Course

101US Knowledge and Community

College of Letters & Science 101US - Knowledge and Community

PREREQUISITE: First year students (less than 30 credits) only. (F, Sp) Open to first year students

Return to Generate Schedules

Add Course

Desired Courses

Current Schedule

ANTY 101D

Anthropology and the Human Experience

ACT 150

Beginning Yoga

CLS 101US

Knowledge and Community

# MYMSU REGISTRATION INSTRUCTIONS

10. You will be redirected to the main CatCourse interface where you will see all the courses currently in your registration cart. Here, there are many tools to help you pick the best schedule available and organize your cart.

- Click the “X” to remove classes from your registration cart
- Courses that have important notes about fees or have section-specific information will display colored tags.
- Click the gear icon to view all section-specific information such as instructor, class location, and course modality.
- Click the information icon to view the course description

The screenshot shows the 'Courses' section of the CatCourse interface. It features a list of courses: ACT 150 Beginning Yoga, ANTY 101D, Anthropology and the Human Experience, and CLS 101US Knowledge and Community. Each course has a 'Sections' gear icon, an information 'i' icon, a lock icon, and a remove 'X' icon. Callouts provide instructions: a blue box points to the 'X' icon saying 'Remove classes from your cart by clicking the "X"'; a green box points to the 'Fees' tag on ACT 150 saying 'Courses with additional fees or section-specific restrictions (major restriction, Gallatin College students only) will have colored tags.'; an orange box points to the gear icon on Anthropology saying 'Section-specific information will display by clicking the gear icon.'; and a purple box points to the information icon on CLS 101US saying 'Find the course description for the class by clicking on the "i" information icon.' The 'Breaks' section on the right has an 'Add Break' button and a text box: 'Add times during the day you do not wish to take classes.'

## OPTIONAL: Adding Breaks

Adding a break is optional and encouraged if you plan to work, set aside time for studying, or have off-campus commitments that will prevent you from attending class at a specific time. To add a break, click “Add Break” and indicate which days and times of the week you will be unavailable.

The 'Add Break' form includes the following fields: 'Break Name' (text input with 'Practice' entered), 'Start Time' (8:00 am), 'End Time' (9:00 am), 'Days' (radio button for 'Select Weekdays' with checkboxes for MON, TUE, WED, THU, FRI, SAT, SUN; TUE and THU are selected), 'Duration' (checkbox for 'Ongoing' and a dropdown for '2025 Fall Semester'), and buttons for '< Back' and 'Save Break'.

Click “Save Break” when finished.

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11. Once you have your classes and breaks, click “Generate Schedules” to see all possible combinations of the classes you need to register for.

### Courses

☒ Select All

☒ ACT 156  
Beginning Aikido

Sections ⓘ 🔒

Check Options for section specific information Fees

☒ AMST 101D  
Introduction to American Studies

Sections ⓘ 🔒

Check Options for section specific information

☒ HSTA 101IH  
American History I

Sections ⓘ 🔒

### Breaks

☒ Select All

☒ Practice  
TTh - 8:00am to 9:00am  
Ongoing

Edit 🔒

### Schedules

Generate Schedules

Advanced Options View Schedules

12. All possible schedules will populate and randomly shuffle. To see a potential schedule, click view:

### Schedules

Generate Schedules Shuffle

Generated 15 Schedules

Compare ⓘ Select at least two schedules to compare side by side

View 11 🔍

☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-008, 101IH-HSTA-001, 101IH-HSTA-003

View 14 🔍

☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-005, 101IH-HSTA-001, 101IH-HSTA-003

View 13 🔍

☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-006, 101IH-HSTA-001, 101IH-HSTA-003

View 5 🔍

☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-003, 101IH-HSTA-001, 101IH-HSTA-005

View 6 🔍

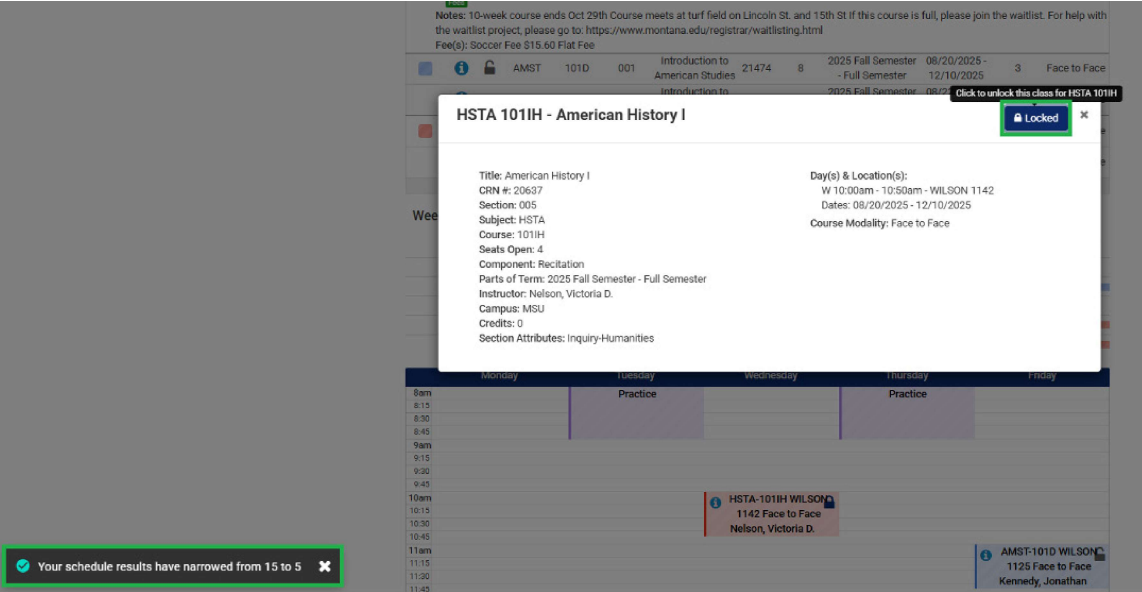
☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-008, 101IH-HSTA-001, 101IH-HSTA-004

View 3 🔍

☐ Practice, 115-ACT-002, 101D-AMST-001, 101D-AMST-006, 101IH-HSTA-001, 101IH-HSTA-005

# MYMSU REGISTRATION INSTRUCTIONS

13. Using your arrow keys, sift through potential schedules. If you have many options and want to limit your results, lock a class at a specific time by clicking the lock icon. This will eliminate any schedule that does not have the locked class at the specific time.



14. When you have found the schedule that meets your needs, scroll all the way back up to the top of the page and select "Send to Registration Cart."

## Potential Schedule for 2025 Fall Semester

Back

Print

Send to Registration Cart

Heart

Shuffle

Schedule 3 of 5

Color	Info	Subject	Course	Section	Title	CRN #	Seats Open	Parts of Term	Dates	Credits	Course Modality
Green	Info, Lock	ACT	115	002	Soccer	25828	3	2025 Fall Semester - Non-standard term dates	08/20/2025 - 10/29/2025	1	Face to Face
<div>Fees</div> <div>Notes: 10-week course ends Oct 29th Course meets at turf field on Lincoln St. and 15th St If this course is full, please join the waitlist. For help with the waitlist project, please go to: <a href="https://www.montana.edu/registrar/waitlisting.html">https://www.montana.edu/registrar/waitlisting.html</a></div> <div>Fee(s): Soccer Fee \$15.60 Flat Fee</div>											
Blue	Info, Lock	AMST	101D	001	Introduction to American Studies	21474	8	2025 Fall Semester - Full Semester	08/20/2025 - 12/10/2025	3	Face to Face
	Info	AMST	101D	006	Introduction to American Studies	24285	1	2025 Fall Semester - Full Semester	08/22/2025 - 12/05/2025	0	Face to Face
Red	Info, Lock	HSTA	101IH	001	American History I	20630	8	2025 Fall Semester - Full Semester	08/21/2025 - 12/11/2025	4	Face to Face
	Info	HSTA	101IH	005	American History I	20637	4	2025 Fall Semester - Full Semester	08/20/2025 - 12/10/2025	0	Face to Face
Total: 8											

# MYMSU REGISTRATION INSTRUCTIONS

16. You have now left CatCourse and will be re-routed to MyMSU to finish registration. Select the semester in which you are registering and enter your Alternate PIN from your advisor:

Student • Registration • Select a Term

Select a Term

Terms Open for Registration  
2025 Fall Semester

Alternate PIN\*  
\*\*\*\*\*

Continue

17. To access the classes in your registration cart, click on the third tab, “Plans.”

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Register from a plan.  
Term: 2025 Fall Semester

Plan: CatCourse Shopping Cart

Title	Details	Hours	CRN	Schedule Type	Instructor	Grade Mode	Note	Course Sections	Add
Soccer	ACT 115, 002	1	25828	Lab	Brauch, Ira (Primary) Holm, Abbey	Pass Fail		Q View Sections	+ Add
Introduction to American Studies	AMST 101D, 001	3	21474	Lecture	Ready, Tyler (Primary)	Traditional		Q View Sections	+ Add
Introduction to American Studies	AMST 101D, 005	0	24285	Recitation	Kennedy, Jonathan (Primary)	Traditional		Q View Sections	+ Add
American History I	HSTA 101IH, 001	4	20630	Lecture	Johnston, Katherine (Primary) Dovby, Questian Nelson, Victoria	Traditional		Q View Sections	+ Add
American History I	HSTA 101IH, 005	0	20637	Recitation	Nelson, Victoria (Primary)	Traditional		Q View Sections	+ Add

Here, you can add classes individually to the registration queue by selecting “Add” next to each class, or add all of the classes from your registration cart by selecting “Add All.”

Created by: You + Add All

Grade Mode	Note	Course Sections	Add
Pass Fail		Q View Sections	+ Add
Traditional		Q View Sections	+ Add
Traditional		Q View Sections	+ Add
Traditional		Q View Sections	+ Add

# MYMSU REGISTRATION INSTRUCTIONS

18. Classes added to the queue will display under the “Summary” Panel and have the status of “pending” and action of “\*\*Web Registered\*\*”. You must click “Submit” to successfully register:

Summary

Course	Title	CRN	Hours	Instructional Method	Schedule T	Status	Action
HSTA 101IH, 005	American History I	20637	0	Face to Face	Recitation	Pending	**Web Registered**
HSTA 101IH, 001	American History I	20630	4	Face to Face	Lecture	Pending	**Web Registered**
AMST 101D, 006	Introduction to American S...	24285	0	Face to Face	Recitation	Pending	**Web Registered**
AMST 101D, 001	Introduction to American S...	21474	3	Face to Face	Lecture	Pending	**Web Registered**

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 21

You're not registered until you click SUBMIT!!!

Submit

19. When you have successfully registered, the course status will update to “Registered” with green highlight:

Summary

Course	Title	CRN	Hours	Instructional Method	Schedule T	Status	Action
HSTA 101IH, 005	American History I	20637	0	Face to Face	Recitation	Registered	None
HSTA 101IH, 001	American History I	20630	4	Face to Face	Lecture	Registered	None
AMST 101D, 006	Introduction to American S...	24285	0	Face to Face	Recitation	Registered	None
AMST 101D, 001	Introduction to American S...	21474	3	Face to Face	Lecture	Registered	None

And will populate on the Schedule Panel:



Register for Classes

Schedule

Schedule Details

Class Schedule for 2025 Fall Semester

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am							
9am							
10am				American History I			
11am						Introduction to American Studies	
12pm		Introduction to American Studies		Introduction to American Studies			
1pm							
2pm							
3pm			American History I		American History I		
4pm							

# MYMSU REGISTRATION INSTRUCTIONS

20. Click on “Schedule Details” to see where your class is located, instructor, etc:

### Register for Classes

Schedule

Schedule Details

Class Schedule for 2025 Fall Semester

▼

[American History I](#) | History-American 101IH Section 005 | Class Begin: 08/20/2025 | Class End: 12/11/2025 Registered

Message: \*\*Web Registered\*\* | Hours: 0 | Level: Undergraduate - Semester | Campus: MSU-Bozeman | Schedule Type: Recitation | Instructional Method: Face to Face | Grade Mode: Traditional

08/20/2025 -- 12/11/2025 

S M T W T F S

 10:00 AM - 10:50 AM Type: Class Location: MSU-Bozeman Building: Wilson Hall Room: 1142

Instructor: [Nelson, Victoria](#) (Primary)

CRN: 20637

▶

[American History I](#) | History-American 101IH Section 001 | Class Begin: 08/20/2025 | Class End: 12/11/2025 Registered

08/20/2025 -- 12/11/2025 

S M T W T F S

 03:05 PM - 04:20 PM Type: Class Location: MSU-Bozeman Building: Reid Hall Room: 108

Instructor: [Johnston, Katherine](#) (Primary)

[Dovky, Questian](#)

[Nelson, Victoria](#)

CRN: 20630

For questions on Registration process:

- Registrar Office
- Academic Advisor
- Advisor Common

FAQ: