Accessing Mobile Enrollment

Enrolling in Courses

1) Download the MSSU Mobile App.



2) Open the app.



 Sign in using your MSSU Username and Password. If you are unsure of this information, you may contact <u>Helpdesk@mssu.edu</u> or call 417-659-4444 for retrieval.



4) Open the menu on the top left of the screen and choose **Register for Classes**.





Note: If it is not your assigned time to enroll, you will receive this message:



5) Select the **Term** for which you are enrolling, not the term you are currently in.



6) Enter Search criteria and click Search.



 Choose the course you want to enroll in by highlighting the circle to the left. Click Ok and go to the cart icon to complete the transaction.



8) To choose a course leave the **circle** to the left highlighted or uncheck the **circle** to forgo the course. Click **Register** to complete the process.

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 If enrollment was successful you will see Registered! in the top left corner. To view a list of your successfully enrolled courses, click Registered at the bottom right corner.



Dropping a course

1) To drop a course, click on **Registered** in the bottom right corner and click on the course you wish to drop. Click **Drop**.



 If the drop is successful you will see Dropped Successfully! In the top left corner. Check your Registered courses to view the update by clicking on Registered in the bottom right corner.

