How to Register

Go to https://my.holmesglen.edu.au

Step 1 – Login

Click on the Student Login link

Enter your Network ID
Given to you in your Letter of Offer

Enter your Password
Your Password will be your date of Birth in 8 digits, using the format DDMMYYYY

E.g. if you were born 1st January 1982, your password will be 01011982

Click on the Login button
Step 2 – Registration

Click on **Student**

Step 3 – Registration (cont)

Click on **Registration** then **Add Classes**

Step 4 – Term Selection

**Note:** you will need to repeat the process for registration if you are enrolling for both 2014 Semester 1 and 2014 Semester 2.

Select the **Term** in which to register from the drop down box, then click **Submit**.
Step 5 – Registration Checklist

Answer **every question** using the drop-down selections

Click the **Save and Continue** button to go to the next page, repeat until all sections are complete.

Step 6 – Study Path (Program) Selection

Select the **Study Path (Program)** in which to register from the drop down box, then click **Submit**

**Note:** If you are registering in more than 1 program, you will need to click ‘Select Study Path’ after completing registration (Step 8)
Step 7 – Add Classes

Registering for single CRN’s

Enter your CRN numbers and click Submit Changes

Registering for a Block

Click on Register Block
Step 8 – Registration Complete

If you registered successfully you will see the following screen appear, showing your registrations. You can now click on the ‘Registration Fee Assessment’ link at the bottom of the page.

Step 9 – Registration Fee Assessment

This page will list all the payment methods available. To pay your fees now by Credit Card, click on the ‘Pay Now’ link at the bottom of the page and follow the prompts.