



Banner 9 Self Service Student Profile & Registration User Guide



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Log In

Go to: [DMACC Website](#)



Click on myDMACC at the top of the page

myDMACC

Sign in with your DMACC account

Sign in

[Trouble Signing In?](#)

myDMACC



Login in using your DMACC email address and network password

Select your role: Student

 Banner Self Service

Financial Aid

- [Financial Aid Dashboard](#)
- [SAP Pace Calculator](#)

Student Accounts

- [Account Detail For Term 9x](#)
- [Statement and Payment History 9x](#)
- [Tax Notification \(1098-T\) 9x](#)

Enrollment Services

- [Academic Transcript](#)
- [ALEKS Math Assessment](#)
- [Follet Bookstore](#)
- [ICI Allergy Notice](#)
- [NSC Transcript Request](#)
- [NSC Enrollment Verification Services](#)
- [Personal Information](#)
- [Register for Credit Classes](#)
- [Request Parking Permit](#)
- [Student Profile](#)
- [View Grades](#)

Left-side navigation for Banner Self Service with role specific links

Student Profile

The student profile is a comprehensive tool to plan and track your academic journey.


Links on Student Profile

1. Select **Student Profile** from the myDMACC navigation page
2. Review your **Bio Information** and **General Information**
3. View **Curriculum and Courses** including primary information, secondary education, Hours & GPA, and Registered Courses

Student • Student Profile

Student Profile - Denise

Term: Fall 2021 | Standing: Good Standing, as of Summer 2004 | Overall Hours: 4 | Overall GPA: 3.67 | Registration Notices: 4 | Holds: 0



Denise Erin Lundberg

Bio Information

Email: delund@dmacc.edu
 Phone: 515 5555555
 Gender: Female
 Date of Birth: 01/02
 Ethnicity: Not Hispanic or Latino
 Race: White
 Citizen: Yes
 Citizenship: Citizen
 Emergency Contact: Test, Test
 Emergency Phone: 515 5555555

General Information

Student Type: Non-Degree Seeking
 Residency: Resident
 Campus: Utahn
 First Term Attended: Summer 2004
 Last Term Attended: Summer 2004

Graduation Information

Advisors

Advisors are not assigned for the selected term.

CURRICULUM, HOURS & GPA

Primary Secondary Hours & GPA

Degree: Associate in Arts
 Levels: Credit
 Program: Liberal Arts - AA
 College: Arts and Sciences(Ended 09/18)
 Major: Liberal Arts (AA)
 Concentration: Not Provided
 Admit Type: Guest
 Admit Term: Summer 2004
 Catalog Term: Summer 2004

REGISTERED COURSES

Course Title	Details	CRN	Hours	Registration Status	Instructor
College Preparatory Writing I	ENG 060 A2	10534	3	""Web Registered""	Brian Carl Miner
Fund of Oral Communication	SPC 101 AM	12111	3	""Web Registered""	Amy L Prochaska
Introductory Biology w/lab	BIO 104 AM1	13800	3	""Web Registered""	Karen Ann Marks

Total Hours | Registered Hours: 9 | Billing Hours: 13 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

4. **Register for Credit Classes**
 - Please refer to page 4 for Registration instructions.
5. Select **Program of Study Evaluation** to view Degree Works information.

DMACC DegreeWorks

Back to Self-Service | Transcript | FAQ | Help | Print | Log Out

Student ID: [] Name: [] Program: LIBARTS | Last Audit: 06/02/2021

Worksheets | Plans | GPA Calc

Format: Student View | View | Save as PDF | Class History

What If

Look Ahead

DMACC DegreeWorks DVLP Environment

Student View AB44Uu3c as of 06/02/2021 at 17:50

Student	Tjaden, Bryan J	Holds	Account Receivable Hold
ID		Program	Liberal Arts - AA
Program Advisor	Spillers, Kent A	Campus	Ankeny
Cumulative GPA	2.30	Program GPA	3.33
Concentration		Academic Standing	Academic Disqualification

Liberal Arts (AA) Catalog Year: 2021-2022 Credits Required: 64
GPA: 3.33 Credits Applied: 27

Unmet conditions for this set of requirements: 64 credits are required. You currently have 27, you still need 37 more credits.

- Communications Requirements **Still Needed:** See **AA Communications Requirements** section
- Social Behavioral Requirements **Still Needed:** See **AA Core Social & Behavioral Sciences** section
- Math/Science **Still Needed:** See **AA Core Math/Science** section
- Humanities Requirements **Still Needed:** See **AA Humanities** section
- Distributed Requirements **Still Needed:** See **AA Core Distributed Requirement** section
- Elective Requirements with SDV108 **Still Needed:** See **AA Electives** section
- Diversity Requirements

AA Communications Requirements Catalog Year: 2021-2022 Credits Required: 9
GPA: 0.00 Credits Applied: 6

Unmet conditions for this set of requirements: 9 credits are required. You currently have 6, you still need 3 more credits.

COMMUNICATIONS

- Composition I **ENG 105** Composition I CIP (3) Spring 2021
- Composition II or Technical Writing **ENG 106** Composition II CIP (3) Summer 2021
- Oral Comm. or Interpersonal & Small Group Comm. **Still Needed: 3 Credits in SPC 101 or 122**

AA Core Social & Behavioral Sciences Catalog Year: 2021-2022 Credits Required: 9
GPA: 2.00 Credits Applied: 6

6. **Email PDF Transcript Request** will redirect to the National Student Clearinghouse transcript ordering center.
7. Select the **Transcript Unofficial** to view an unofficial academic transcript.
 - a. Select transcript level and type.
 - b. Use the tabs or scroll down to review your academic information.
8. Select **View Grades** to select a term and view GPA summary, curriculum and grades for the term.

Register for Credit Classes Link

Access the registration tool by selecting the Register for Credit Classes link from the Student Profile or from the Banner 9 Self Service menu on myDMACC.

Registration landing page

The screenshot shows the 'Registration' landing page. At the top, there is a header 'Registration'. Below it is a section titled 'What would you like to do?' with a light blue background. This section contains five options, each with an icon and a link:

- Prepare for Registration** (Icon: clipboard with checkmark): View registration status, update student term data, and complete pre-registration requirements. This link is circled in red.
- Register for Classes** (Icon: calendar with checkmark): Search and register for your classes. You can also view and manage your schedule.
- Browse Classes** (Icon: magnifying glass over a document): Looking for classes? In this section you can browse classes you find interesting.
- View Registration Information** (Icon: folder with checkmark): View your past schedules and your ungraded classes.
- Browse Course Catalog** (Icon: book with magnifying glass): Look up basic course information like subject, course and description.

Prepare for Registration

Use the Prepare for Registration link to view student status, academic status, and holds that permit or prevent registration. You can also view curriculum and earned hours.

The screenshot shows the 'Select a Term' form. It has a header 'Select a Term'. Below the header is a form with a dropdown menu labeled 'Terms Open for Registration' and a 'Continue' button. The dropdown menu is currently set to 'Spring 2022'.

Select term for registration using the drop down.

Prepare for Registration

Registration Status

Term: Spring 2022

- ✔ Your Student Status permits registration.
- ✔ Your academic status Good Standing permits registration.
- ✔ You have no holds which prevent registration.

Earned Hours

ⓘ You have Earned Hours for Level: Credit, Institution Hours: 4, Transfer Hours: 0

Primary Curriculum

Level: Credit
College: Arts and Sciences(Ended 0918)
Campus: Urban
Degree: Associate in Arts
Program: Liberal Arts - AA
Major: Liberal Arts (AA)
Admit Term: Summer 2004
Admit Type: Guest
Catalog Term: Summer 2004

Curriculum

Green indicates no holds that prevent registration

Red indicates holds that prevent registration

Blue indicates holds that do not prevent registration and other information

Browse Classes/Browse Course Catalog

Use the Browse Classes link to search for classes you find interesting. Use the Browse Course Catalog link to look up information like subject, course and description.

Registration

What would you like to do?

- [Prepare for Registration](#)
View registration status, update student term data, and complete pre-registration requirements.
- [Register for Classes](#)
Search and register for your classes. You can also view and manage your schedule.
- [Browse Classes](#)
Looking for classes? In this section you can browse classes you find interesting.
- [View Registration Information](#)
View your past schedules and your ungraded classes.
- [Browse Course Catalog](#)
Look up basic course information like subject, course and description.

Select a Term for Class Search

Spring 2022

Continue

Select a Term and click continue

Enter Your Search Criteria

Term: Spring 2022

Subject

Course Number

Keyword

[Advanced Search](#)

Enter criteria and click Search

Browse Classes

Search Results — 121 Classes
Term: Spring 2022 Subject: English

Title	Subject Descriptor	Course Num	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Linked Sections
College Preparatory Writing I Lecture	English	060	WB1	3	21917	Spring	Petersen, Stacy (Primary)	S M W T F S 09:40 AM - 11:05 AM Type: Class S M T W T F S - Type: Class Building: Web Blen	Boone	20 of 20 seats re... 15 of 15 waitlist se...	College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	
College Preparatory Writing I Lecture	English	060	WV1	3	20455	Spring	Koellro, Sharon (Primary)	S M W T F S 09:40 AM - 11:05 AM Type: Class	Utahn	20 of 20 seats re... 15 of 15 waitlist se...	Adaptor College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	

Class Details for College Preparatory Writing I English 060 WB1

Term: 202202 | CRN: 21917

Class Details	Associated Term: Spring 2022
Course Description	CRN: 21917
Attributes	Campus: Boone
Restrictions	Schedule Type: Lecture
Instructor/Meeting Times	Instructional Method: WebBlend: Face To Face&Online
Enrollment/Waitlist	Section Number: WB1
Corequisites	Subject: English
	Course Number: 060
	Title: College Preparatory Writing I
	Credit Hours: 3
	Grade Mode: Normal

View course information such as subject, CRN, instructor, meeting times, campus, etc. Click the course title to view class details such as course description, prerequisites, etc.

Register for Credit Classes

[Student](#) • [Registration](#)

Registration

What would you like to do?

- [Prepare for Registration](#)
View registration status, update student term data, and complete pre-registration requirements.
- [Register for Classes](#)
Search and register for your classes. You can also view and manage your schedule.
- [Browse Classes](#)
Looking for classes? In this section you can browse classes you find interesting.
- [View Registration Information](#)
View your past schedules and your ungraded classes.
- [Browse Course Catalog](#)
Look up basic course information like subject, course and description.

Click the Register for Classes link

1. Select **Term for Registration** using the drop down menu.
2. The Search Page has three panels: Search Results, Schedule and Summary. The panels can be minimized or maximized by selecting the toggle arrows or reset back to default by selecting the reset button.



Search Results: Allows you to search for classes for the selected term.

Schedule: Provides a visual list of registered sections for the term. Sections will be identified by color, which allow students to view schedule conflicts.

Summary: Lists selected class sections. Students will then choose registration or remove.

The screenshot shows the 'Register for Classes' interface. At the top, there are tabs for 'Find Classes', 'Enter CRNs', and 'Schedule and Options'. The 'Find Classes' tab is active, showing search criteria for 'Term: Fall 2021'. Below the search fields are buttons for 'Search', 'Clear', and 'Advanced Search'. A red arrow points to the search area. Below the search area is a 'Schedule' view showing a weekly grid with colored blocks for classes. A green arrow points to the schedule grid. To the right is a 'Summary' table listing class sections with their status (Registered, Dropped). A blue arrow points to the 'Summary' table.

3. To **Search and Register for Classes** use the Search Results panel.

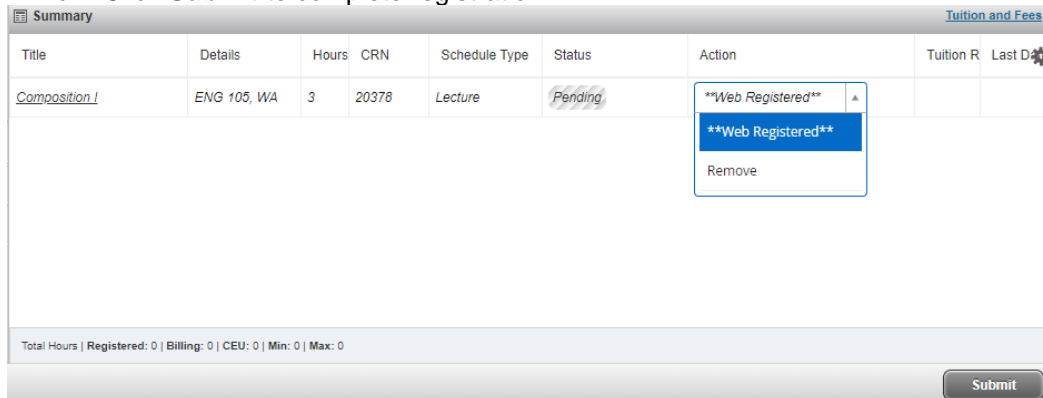
- Use the **Find Classes** tab for basic search by subject, course number, or keyword. Select **Advanced Search** for additional search features.
- Use the **Enter CRN** tab to enter a specific CRN.

The screenshot shows the 'Search Results' panel for 'English' classes in 'Fall 2021'. The table lists various class sections with columns for Title, Subject, Course, Section, Hours, CRN, Term, Instructor, Meeting Times, Campus, Section Status, Attribute, Instructional Method, and Linked Sections. Several elements are circled in red and blue.

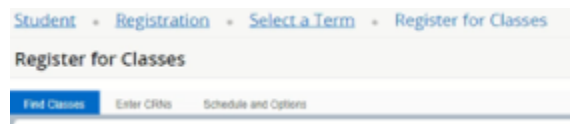
Title	Subject	Course	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Section Status	Attribute	Instructional Method	Linked Sections
College Preparatory Writing Lecture	English	ENG 060	A2	3	10534	Fall	Minor, Brian (Primary)	S M W F S 09:40 AM - 11:05 AM	Ankeny	17 of 20 seats ... 15 of 15 waitli...	Adaptor College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	Face to Face	Add
College Preparatory Writing Lecture	English	ENG 060	UAM	3	10526	Fall	Robinson-Rabon, Je...	S M W F S 09:40 AM - 11:05 AM	Urban	14 of 19 seats ... 15 of 15 waitli...	Adaptor College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	Face to Face	Add
College Preparatory Writing Lecture	English	ENG 060	WB1	3	10537	Fall	Petersen, Stacy (Pri...	S M W F S 11:15 AM - 12:40 PM S M T W R F S - Type: Class Building: V	Boone	20 of 20 seats ... 15 of 15 waitli...	Adaptor College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	WebBlend, Fac...	Add
College Preparatory Writing Lecture	English	ENG 060	WW1	3	13274	Fall	Castaneda, Abigail (...)	S M T W R F S - Type: Class Building: C	Urban	15 of 20 seats ... 15 of 15 waitli...	College Preparatory Web-Blend Only Approved Web-Blend & Online Approved	Online	Add

4. View available classes and details.

- a. Click the **Title** (red oval) to view additional course details. Rreview Subject Description, Course, Section, Hours, CRN, Term, Instructor, Campus, Section Status, Attribute, and Instructional Method (blue ovals).
 - b. Hover over **Meeting Times** (green oval) to view days, time, and potential scheduling conflicts. Note: the days that are blocked in white are the days the class meets.
5. Click **Add** (black oval) once you locate a course; you will now see the course in your Summary.
- a. The course will show as “Pending”. Under the **Action** drop down menu, select “Web Registered” or “Remove”
 - b. Click **Submit** to complete registration.



- c. The course will now show in the Schedule panel.
- d. Click **Search Again** to add another course
- e. Use the breadcrumbs at the top of the page for additional navigation



Questions?

Please contact Registration 800-342-0033 or 515-964-6800

Visit the Registration website [Registration Information \(dmacc.edu\)](http://dmacc.edu)

[How to Register for Credit Classes \(dmacc.edu\)](http://dmacc.edu)