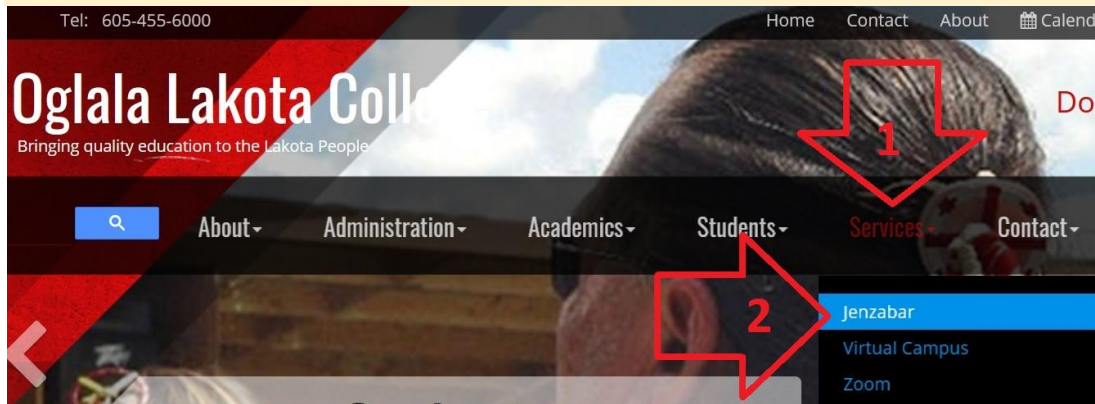


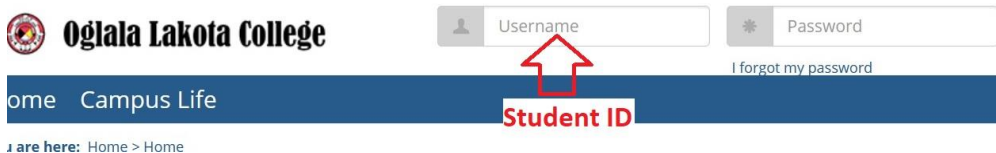
# HOW TO REGISTER FOR COURSES ON JENZABAR

A. Go to [www.olec.edu](http://www.olec.edu)

B. Click on "Services" and select "Jenzabar"

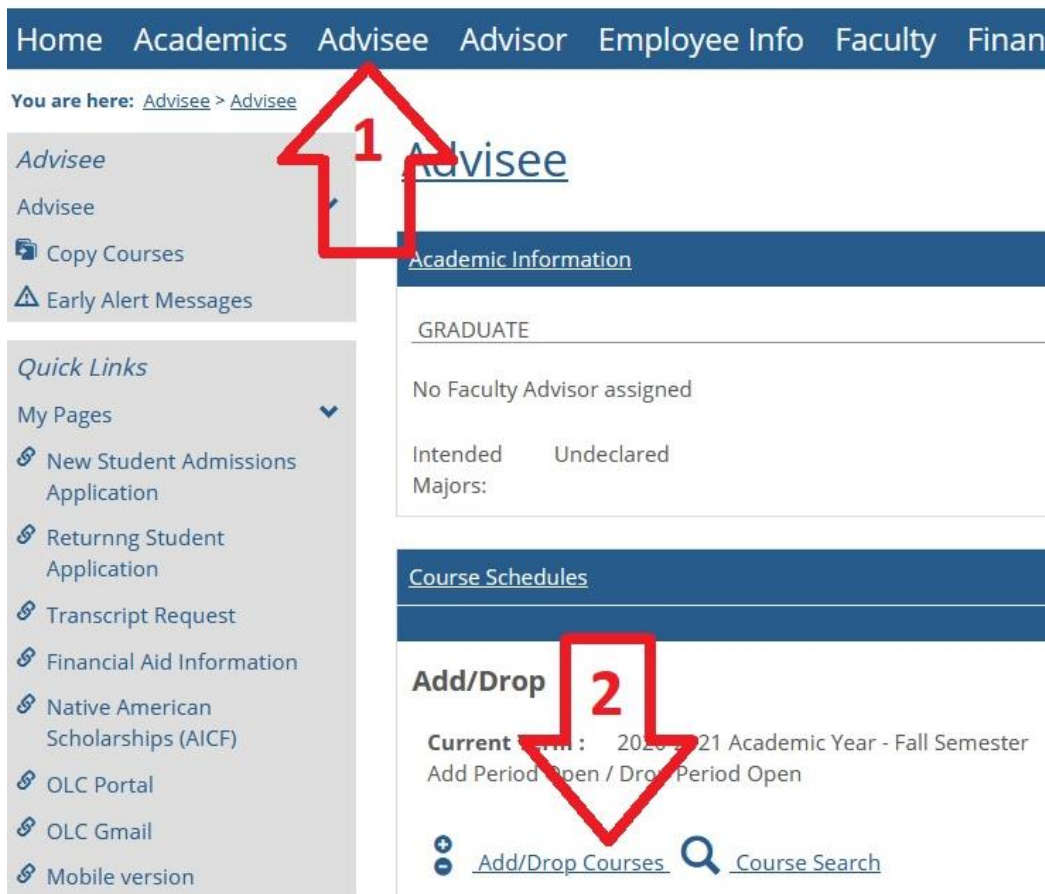


C. Enter your username (=your student ID) and password. Contact your counselor or the Registrar's Office if you don't remember your ID and/or password.



D. Click on the "Advisee" tab

E. Click on "Add/Drop Courses"



F. **IMPORTANT: Change “Division” to “Undergraduate”!**

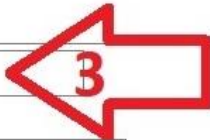
G. Enter the beginning of the course code, such as “Engl 103”

### Add/Drop

Term:  ▼  
Add Period Open / Drop Period Open

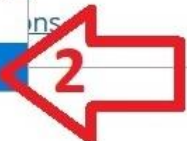
**Add by Course Code** | **Course Search**


Title:  ▼

Course Code:  ▼  

Term:  ▼


Department:  ▼

Division:  ▼  
 ▼  
 ▼ 



H. You will now see the list of sections of this course. In the Fall 2020, you don't need to pay attention to the location listed for a section, as all take place on Zoom. If there are multiple sections of the course, pick one based on the day/time listed in the “Schedule” column. You will be required to attend the class via Zoom at that specified time.

I. Click in the “Add” field next to the course section you want to take and then click on “Add Courses” below the list of sections.

Add	Textbooks	Course code	Name	Faculty	Seats Open	Status	Schedule
<input type="checkbox"/> 		<a href="#">LAK 103 01 EW</a>	Lakota Lang. I	DuPont, Didier R.	25/30 = 25 seats are still available	Open	M 5:00 PM-8:00 PM; Batesland
<input type="checkbox"/>		<a href="#">LAK 103 01 PC</a>	Lakota Lang. I	TBA, TBA	27/30	Open	M 1:00 PM-4:00 PM; Allen
<input type="checkbox"/>		<a href="#">LAK 103 03 PS</a>	Lakota Lang. I	TBA, TBA	28/30	Open	M 1:00 PM-4:00 PM; Porcupine
<input type="checkbox"/>		<a href="#">LAK 103 05 WC</a>	Lakota Lang. I	Starr, Edward	27/30	Open	T 5:00 PM-8:00 PM; Oglala

