Student's Guideline for Online Course Enrollment

1. Direct your browser to https://www1.reg.cmu.ac.th

   Select **"Current Students"** and click **"Undergraduate Students"** or **"Graduate Students"**.
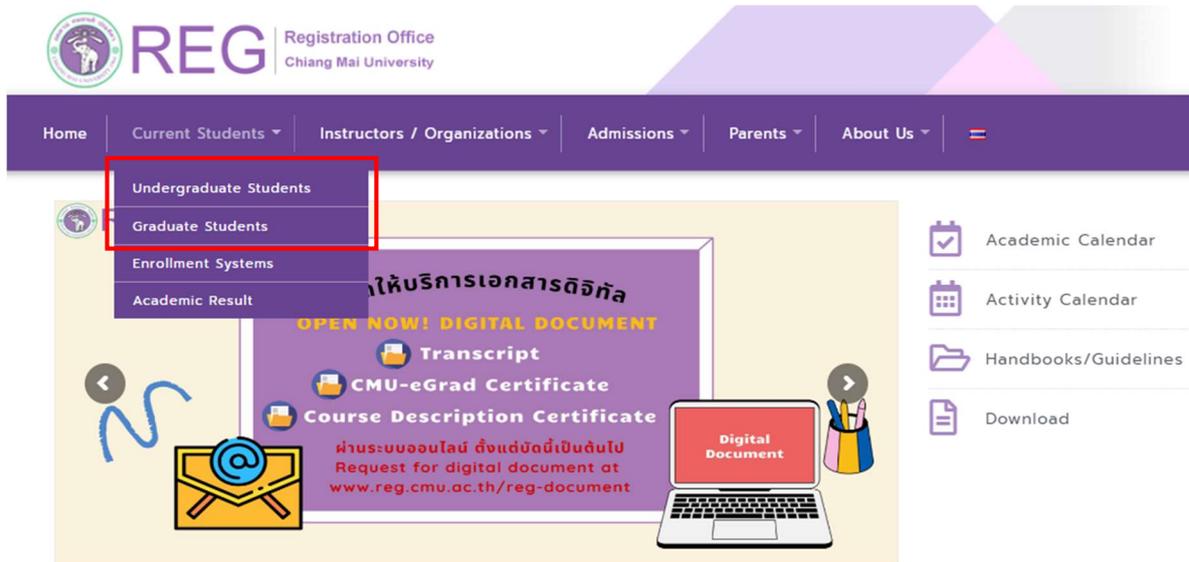
2. Choose **"Login with CMU Account"**
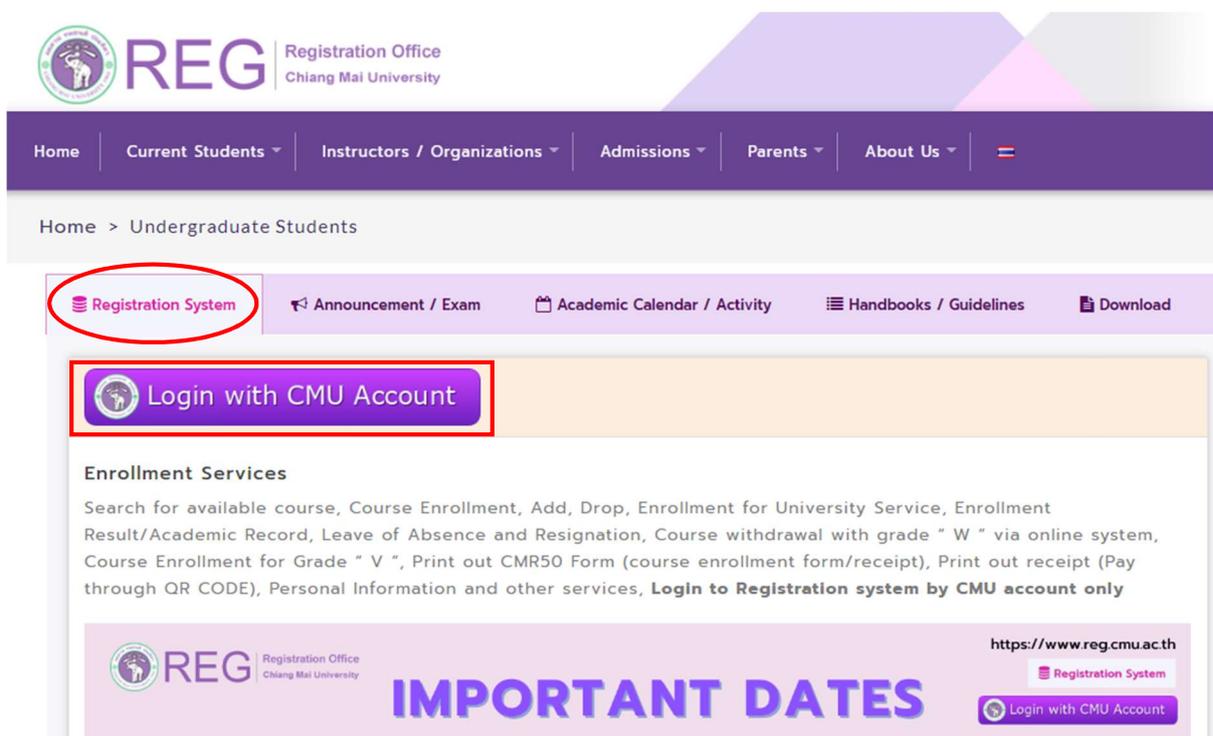
3. Enter username and password (CMU Account) to login.
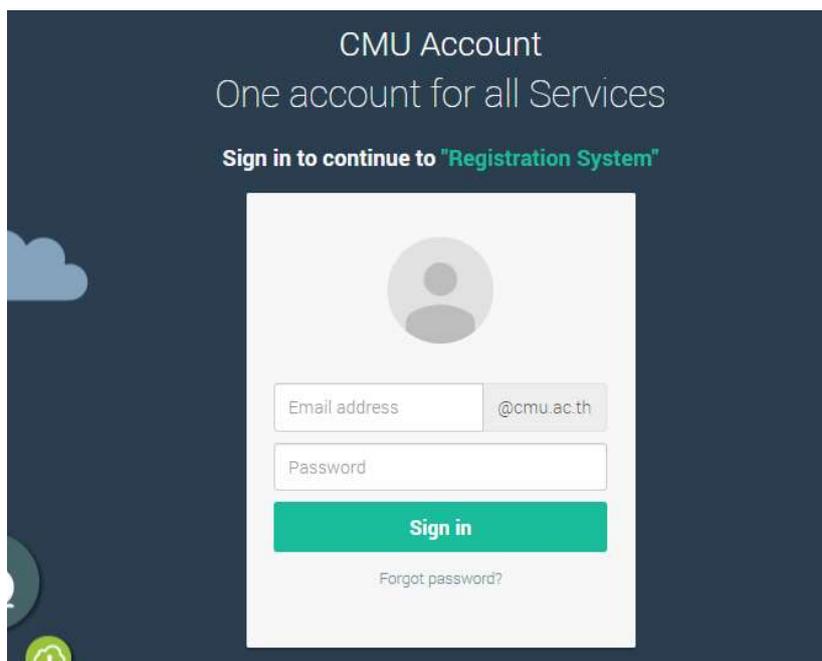
4. After logging in completely, click on the "**Menu**" and choose "**Course enrollment/Course withdrawal (without receiving grade W)**".
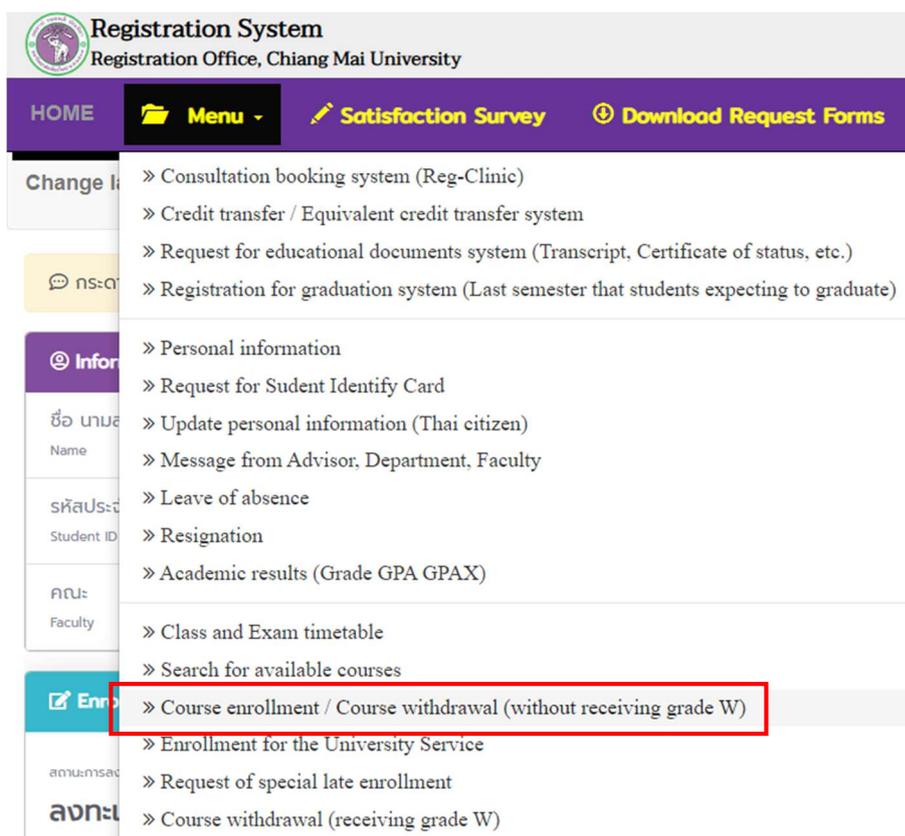
5. Choose **"Add Courses"** to add a course.

6. Fill in the **Course number** to which students would like to add and click to select the section.

7. After selecting the section, course information will appear in a popup. Then, click the blue button **"+Add"** to add the course.
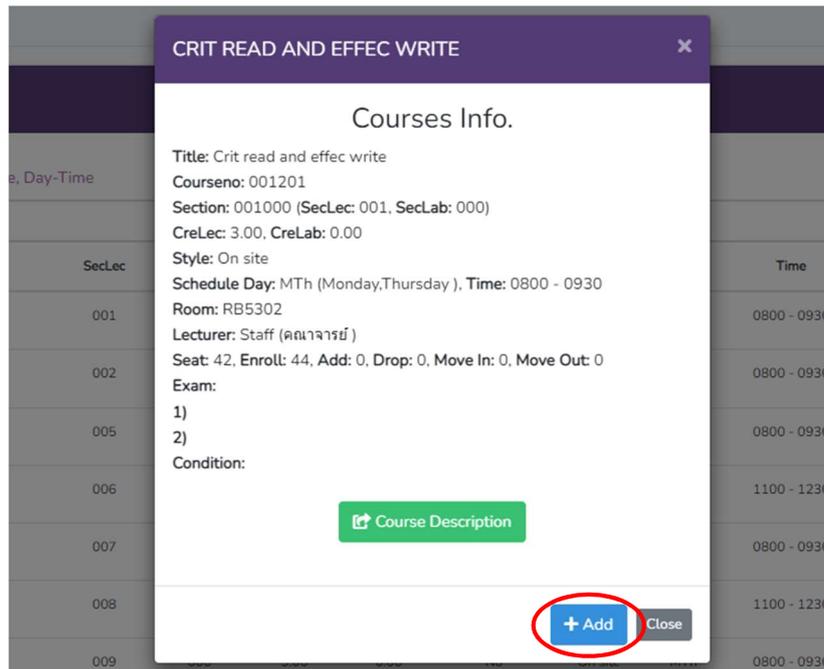
8. Click **"OK"** to confirm the request for course addition.
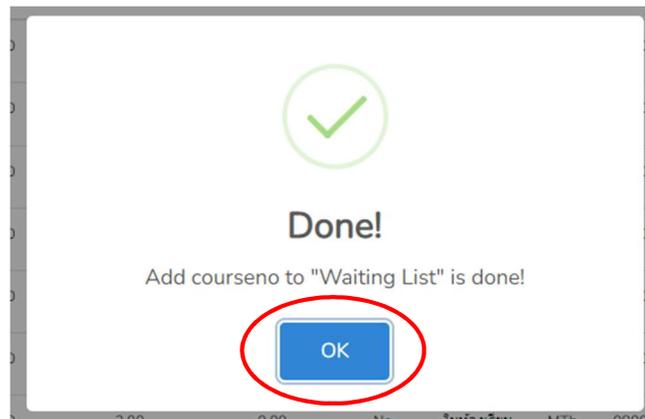
9. If students cannot enroll in the course, the restriction will be shown on <mark>the yellow bar.</mark>
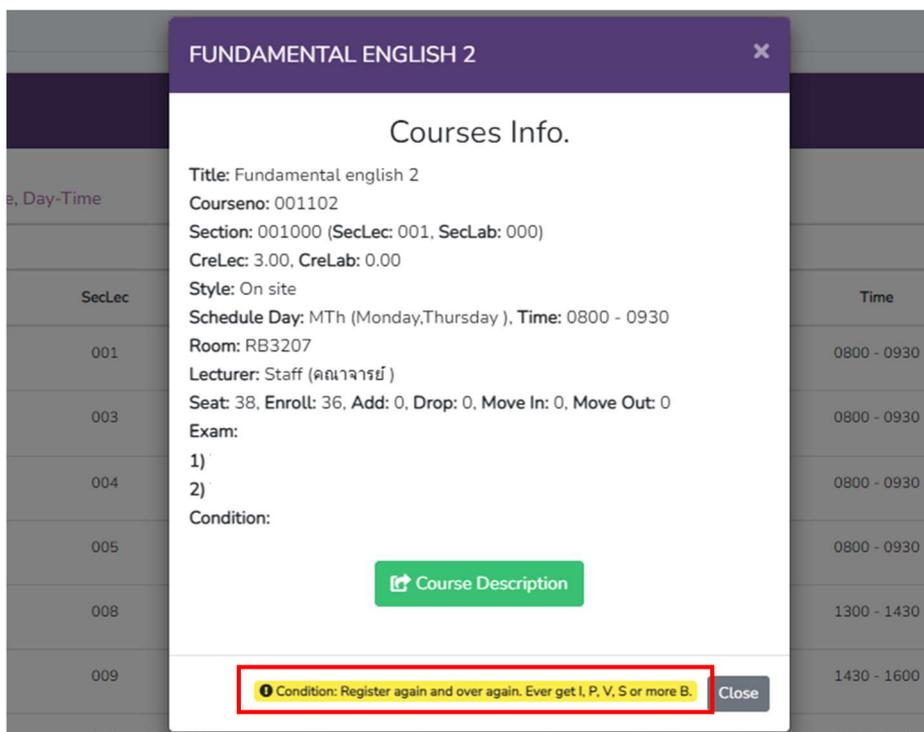
10. The chosen course will appear on the waiting list for the next round of processing. If students would like to cancel the course before the processing, students can click X in red button under "**Cancel**". (Daily processing periods are 9 a.m.-10 a.m. and 3 p.m.-4 p.m.)
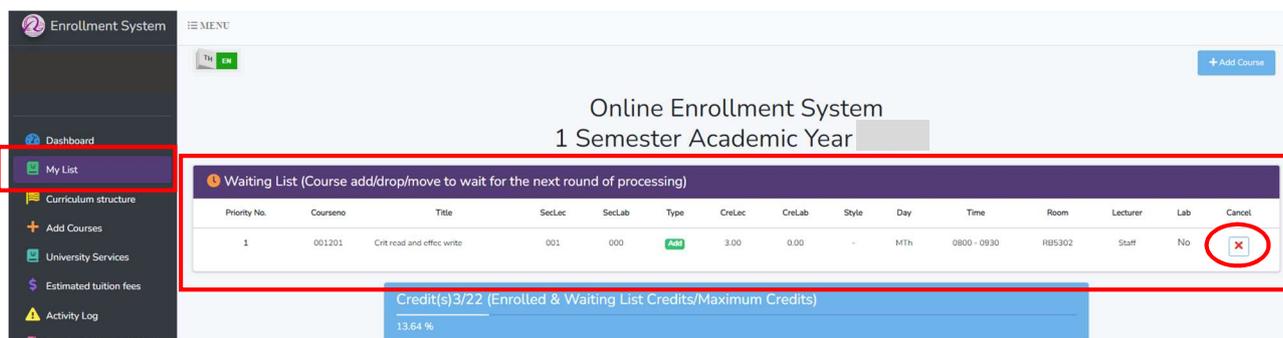
11. If the request is completed, the course will be shown on **"Enrolled Course(s)"** for the next round of processing.

12. If students would like to change the section, click on [⇄] button. The section will appear in a popup. Then, click [≡] to change the section.

13. Click **"Move"** to confirm changing the course.
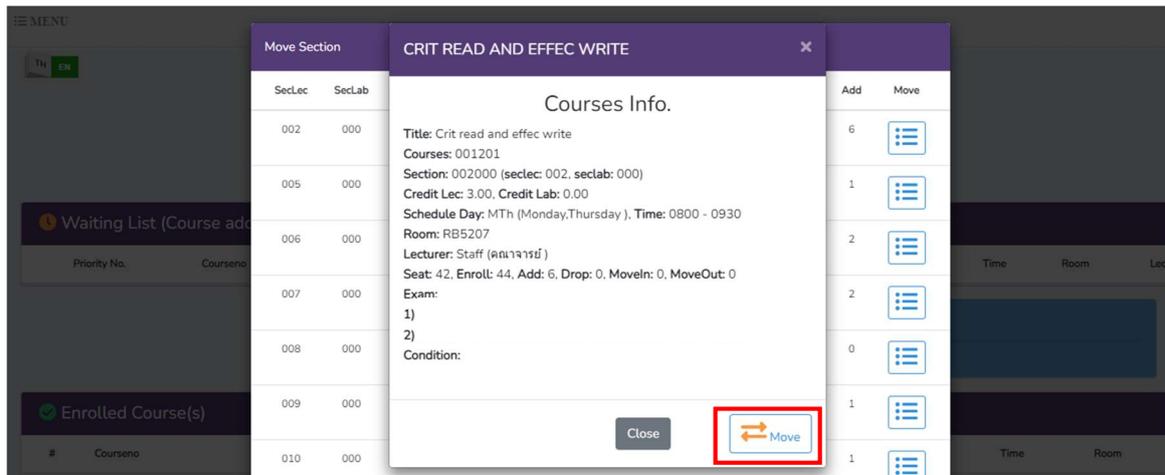
14. Click **"Yes, Move it!"** to confirm changing the course and wait for the next round of processing.

(Daily processing periods are 9 a.m. - 10 a.m. and 3 p.m. - 4 p.m.)

15. If students would like to cancel the enrolled course, click on the red bin button.

16. Then, students should click **"Yes, Drop it!"** to confirm the course cancellation and wait for the next round of processing. (Daily processing periods are 9 a.m. - 10 a.m. and 3 p.m. - 4 p.m.)