



PSEO Registration Instructions



Thank you for your interest in PSEO! Please follow the step-by-step instructions provided in this guide or watch the [video](#) to review registration instructions.

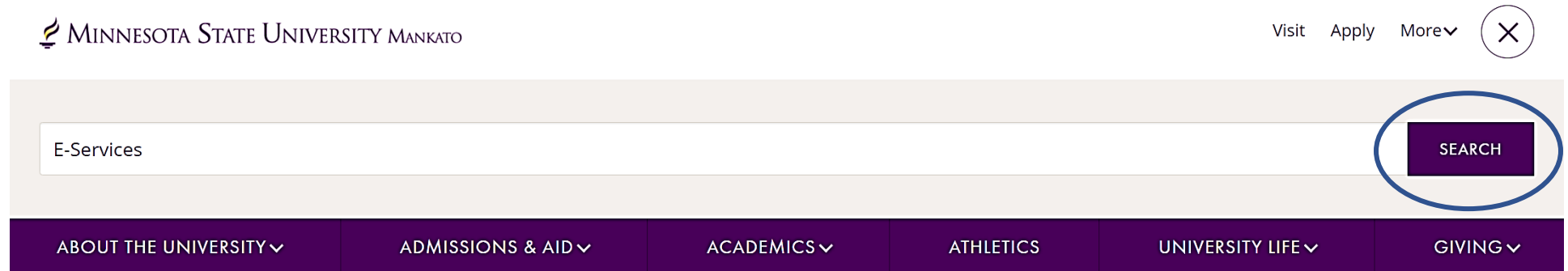
If you experience any registration problems, please email the PSEO department at pseo@mnsu.edu.

Step 1: Go to www.mnsu.edu

Step 2: Click on the search icon in the upper-right corner.



Step 3: Type "E-Services" in the search bar, then click "search."



Step 4: Select “E-Services” under the search results.

Search results for: E-Services

E-Services

E-services contains many of the vital services students use such as class registration, online bill pay, address change and degree audit reports.

Step 5: Scroll down to the section where it says “log in to E-Services.” Enter your Star ID and password.

LOG IN TO E-SERVICES

STARID

STARID PASSWORD

Need help with a StarID or Password? See the [StarID Self Service](#) page.

LOG IN

Step 6: Select the checkbox next to the required acknowledgements. The acknowledgements only apply to tuition paying students, concurrent enrollment students will not need to worry about this, but you will need to select yes to continue.

The screenshot shows the MSU website's navigation bar with links for Home, Admissions, Academics, Research, About, Athletics, Student Life, and Make a Gift. A yellow sidebar on the left contains links for E-services, Billing Information, Financial Aid Information, Registration Information, Health Information, Student Pay Stub, Important Dates, and Ask a question. The main content area has a breadcrumb trail 'MSU > E-services' and a title 'E-services'. Below the title is a heading 'Before proceeding to the E-services site, please read and act on all of the following' followed by a sub-heading 'Required Acknowledgments'. The text states that federal law requires the University to provide information and that users must check each to continue. Two checkboxes are checked: 'Yes, I understand that my student registration transactions create a financial obligation to Minnesota State Mankato, according to published dates established in accordance with tuition payment policies.' and 'Yes, I understand that if I do not meet the minimum payment requirements by the applicable tuition due date, my courses will be administratively dropped. I understand that it is my responsibility to update my registration to reflect my plan of attendance.' A 'Continue >>' button is located at the bottom of the acknowledgments section.

Home Admissions Academics Research About Athletics Student Life Make a Gift

MSU > E-services

E-services

Before proceeding to the E-services site, please read and act on all of the following

Required Acknowledgments

Federal law requires the University to provide the following information. You must check each to continue.

- Yes, I understand that my student registration transactions create a financial obligation to Minnesota State Mankato, according to **published dates** established in accordance with tuition payment policies.
- Yes, I understand that if I do not meet the minimum payment requirements by the **applicable tuition due date**, my courses will be administratively dropped. I understand that it is my responsibility to update my registration to reflect my plan of attendance.

Continue >>

This is what a student's e-services home page should look like.

If you are already registered for a course, that class would appear under your class schedule.



Student e-services

- Dashboard
- Home
- Account Management
- Courses & Registration
- Academic Records
- Financial Aid
- Housing and Dining
- Bills and Payment
- Student Employment
- Contact Us
- Campus**
- Order Textbooks
- Registrar's Office

My Dashboard MSU Tech ID 00023565 | [My Profile](#) | [Logout](#)

Welcome to Minnesota State Colleges & Universities eServices.

Holds that may Impact Registration

School	Type of hold	Registration Impact
MSU, Mankato	Past Due Balance Hold	Does not impact registration.

Class Schedule

▶ Current Term: Summer 2021

▼ Next Term: Fall 2021

School	Course Name	Days	Time	Bldg/Room
MSU, Mankato	United States to 1877	NA		NA/NA

Financial Aid - Academic Year 2021

School	Status
MSU, Mankato	Nothing on file
Normandale	Nothing on file

Step 7: Select “courses & registration” on the left-side column.

Student e-services

Dashboard

Home

Account Management

Courses & Registration

Academic Records

Financial Aid

Housing and Dining

Bills and Payment

Student Employment

Contact Us

Campus

Order Textbooks

Registrar's Office

My Dashboard

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Welcome to Minnesota State Colleges & Universities eServices.

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Financial Aid - Academic Year 2021

School	Status
MSU, Mankato	Nothing on file
Normandale	Nothing on file

Step 8: Select “search for a course.”

Student e-services
Dashboard
Home
Account Management
Courses & Registration
Search for a Course
Review My Plan
View/Modify Schedule
Quick Add (Register)
Registration Holds
Registration Access Code
Registration Window
Registration Log
Academic Records
Financial Aid

Courses and Registration

[Search for a Course](#)

[Review My Plan](#)

[View/Modify Schedule](#)

[Quick Add \(Register\)](#)

[Registration Holds](#)

[Registration Access Code](#)

[Registration Window](#)

[Registration Log](#)

MSU Tech ID 00023565 | [Logout](#)

Your **REGISTRATION** may be **CANCELLED** if payment requirements have not been met by the published due date. Please go to your college or university website at <http://www.mnsu.edu/campusHub/payments/droppayment/index.html> for more information about your financial obligations. You will become obligated for all unpaid balances relating to courses for which you have registered **AT ANY MINNESOTA STATE COLLEGE OR UNIVERSITY** (even if you are not actually attending the classes at that school) unless you drop/withdraw from **ALL** your classes within the withdrawal period defined in Board Policy 5.12. You will be **BILLED** for any unpaid balances unless you take these actions. [Read summary of related Board policy.](#)

International Students: full-time enrollment is required for you to maintain your F-1 immigration status. Failure to enroll full-time may affect your ability to remain in the United States.

You will be directed to a page that looks like this.

Course Search Course Equivalents Non-Credit/Continuing Ed

Search

* Required field

* College/University

Campus

* Semester

Subject Course Number (Example 1100)

Course ID # (Example 004390)

Display Open + Waitlist Eligible Courses Open Courses Only All Courses

Delivery Method All In Person Completely Online Blended/Hybrid Mostly Online Hyflex

Step 8: There are several ways you can search for a class. If you are looking for a general psychology class, change the subject to “psychology” under the drop-down menu. Then click “search.”

Course Search | Course Equivalents | Non-Credit/Continuing Ed

Search

* Required field

* College/University

Campus

* Semester

Subject Course Number (Example 1100)

Course ID # (Example 004390)

Display Open + Waitlist Eligible Courses Open Courses Only All Courses

Delivery Method All In Person Completely Online Blended/Hybrid Mostly Online Hyflex

▼ [Expand/Collapse for Advanced Search](#)

Step 9: All the courses for that subject will appear here. Before registering for a class, we encourage you to click on the class itself to see if there are any special restrictions/permissions required for the class.

[< Search](#)

[Continue to Review My Plan >](#)

Search Results for **Spring 2022**

<< first < prev

1

2

3

[next >](#) [last >>](#)

























Showing courses 1 - 50 of 108

50

per page

Filter by

Instructor





Add Equivalent Waitlist	ID #	Subj #	Sec #	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc
  	001400	PSYC	101	Introduction to Psychological Science	01/10...05/06	M.W.	9:00am - 10:40am	4.0	Open	Dudley, Allyson	HyFlex	
  	004012	PSYC	101	02 Introduction to Psychological Science	01/10...05/06	T.Th	9:00am - 10:40am	4.0	Open	Yaeger, Rayna	HyFlex	
  	003156	PSYC	101	03 Introduction to Psychological Science	01/10...05/06	n/a	n/a	4.0	Open	Ries, Barry	Completely Online-Asynchronous	
  	003794	PSYC	101	04 Introduction to Psychological Science	01/10...05/06	T.Th	2:00pm - 3:40pm	4.0	Open	Groen, Ariana	HyFlex	
  	004538	PSYC	101	05 Introduction to Psychological Science	01/10...05/06	n/a	n/a	4.0	Open	Filter, Kevin	Completely Online-Asynchronous	
  	005461	PSYC	101	06 Introduction to Psychological Science	01/10...05/06	T.Th	4:00pm - 5:40pm	4.0	Open	Nielsen, Katja	HyFlex	

Step 10: Review the class to ensure the dates, times, and class delivery will work for you. Under “notes” you can generally see if there are any specific restrictions for the class.

[< Search Results & Plan](#)

[Continue to Review My Plan >](#)

PSYC 101 - Introduction to Psychological Science Spring 2022, Section 01

Add Equivalent Waitlist	ID #	Subj #	Sec	Title	Dates	Days	Time	Crds	Status	Instructor	Delivery Method	Loc	
  	001400	PSYC	101	01	Introduction to Psychological Science	01/10/2022...05/06	M W	9:00am - 10:40am	4.0	Open	Dudley, Allyson	HyFlex	

Meeting Details

Dates	Days	Time	Building/Room	Instructor
1/10/2022...5/6/2022	M W	9:00am - 10:40am	Armstrong Hall 0102	Dudley, Allyson

Notes

- FlexSync courses are held in-person by instructors in the classroom with the option of remote attendance of students via Zoom. In-person attendance is strongly encouraged. Students who need to participate remotely for any reason should contact their instructor by the end of the first week. Instructors may set attendance expectations for those who have not arranged remote attendance. International students attending remotely from home countries will be granted remote attendance automatically.

Location Details

Offered through: Minnesota State University, Mankato.

Campus: Minnesota State University, Mankato.

Location: Minnesota State University, Mankato.

Seat Availability




Status: Open **Size:** 72 **Enrolled:** 1 **Seats Remaining:** 71

Step 11: This class does not have any restrictions. If the class works in your schedule, select the add/plus button to add the class to your wish list.

[< Search Results & Plan](#)

[Continue to Review My Plan >](#)

PSYC 101 - Introduction to Psychological Science Spring 2022, Section 01

 Add Equivalent Waitlist	ID #	Subj #	Sec	Title	Dates	Days	Time	Crds	Status	Instructor	Delivery Method	Loc
	001400	PSYC 101	01	Introduction to Psychological Science	01/10/2022 - 05/06/2022	M W	9:00am - 10:40am	4.0	Open	Dudley, Allyson	HyFlex	

Meeting Details

Dates	Days	Time	Building/Room	Instructor
1/10/2022 - 5/6/2022	M W	9:00am - 10:40am	Armstrong Hall 0102	Dudley, Allyson

Notes

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Location: Minnesota State University, Mankato.

Seat Availability





Status: Open **Size:** 72 **Enrolled:** 1 **Seats Remaining:** 71

Step 12: Next, select “continue to review my plan.”

[< Search Results & Plan](#)

[Continue to Review My Plan >](#)

PSYC 101 - Introduction to Psychological Science Spring 2022, Section 01

  	ID #	Subj #	Sec	Title	Dates	Days	Time	Crds	Status	Instructor	Delivery Method	Loc
	001400	PSYC 101	01	Introduction to Psychological Science	01/10/2022 - 05/06/2022	M.W.	9:00am - 10:40am	4.0	Open	Dudley, Allyson	HyFlex	

Meeting Details

Dates	Days	Time	Building/Room	Instructor
1/10/2022 - 5/6/2022	M.W.	9:00am - 10:40am	Armstrong Hall 0102	Dudley, Allyson

Step 13: Next, select the checkbox next to the name of the class and then “select course(s) to proceed to register.”

Spring 2021 **Spring 2022**

Minnesota State University, Mankato Plan was last changed 10/11/2021 at 2:46 PM

Wish List (1)

	ID #	Subj	#	Sec	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc
<input checked="" type="checkbox"/>	001400	PSYC	101	01	Introduction to Psychological Science	01/10 - 05/06	M W	9:00am - 10:40am	4.0	Open	Dudley, Allyson	HyFlex	

Select Course(s) to proceed to Register Remove Selected Course(s) from Wish List

Step 14: Enter your Star ID password and register for the class. Always ensure that the grading method is listed as normal.

Spring 2022

By confirming this registration, whether or not you have applied for or accepted financial aid (grants, loans, scholarships), you are accepting any financial and academic obligations incurred as a result of this transaction. Failure to pay will result in my debt being referred to the State of Minnesota collection agency (Minnesota Department of Revenue, Collection Division) or a private collection agency. If this happens, I agree to reimburse the fees of any collection agency, which may be based on a percentage at a maximum of 40% of the debt, and all costs and expenses, including reasonable attorney's fees, incurred in such collection efforts.

I also authorize the college or university, and their respective agents and contractors to contact me regarding my debt request, including repayment of my debt, at the current or any future number that I provide for my cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

If you are degree seeking and want more information about graduation requirements, visit your college or university's web site.

Enter your StarID password and register:

ID #	Subj #	Sec	Title	Dates	Days	Time	Cr/Hr	Grade Method	Instructor	Delivery Method	Loc	
001400	PSYC	101	01	Introduction to Psychological Science	01/10.....05/06	M.W	9:00am - 10:40am	4.0	Normal	Dudley, Allyson	HyFlex	📍

You have chosen to register for the courses listed above. **Please check with your academic advisor** to ensure selected courses apply toward graduation. If you have not been admitted to Minnesota State University, Mankato, please keep in mind that not all courses may transfer or apply to another institution.

Step 15: After registering, your next page should read “registration successful.” You might see a yellow box that warns you that if payment requirements have not been met by the published due date, your registration may be cancelled. You can ignore this message since you do not need to pay for classes as a PSEO student.

Credit Courses

✔ Registration Successful												
ID #	Subj #	Sec	Title	Dates	Days	Time	Crds	Grade Method	Instructor	Delivery Method	Loc	
001400	PSYC	101	01	Introduction to Psychological Science	01/10...05/06	M.W	9:00am - 10:40am	4.0		Dudley, Allyson	HyFlex	📍

[View/Modify Schedule](#)

Visit [Bills and Payment](#) to arrange payment.

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