Registration Validation Task

Instructions:

1. Log in to Campus Information Services with your uNID and password

2. Click on the Tasks tile on your Student Homepage, then click on Registration Validation task.
3. Once you click the link you will be taken to the Registration Validation homepage and given instructions. Once you have read the instructions you will click the “Next” button to continue.

4. The next steps will be a review of your biographical information to ensure it is correct. The first to review is your email and phone numbers to ensure they are up to date, if not, edit the email or phone number by clicking on the one that needs to be updated. Once it is correct or reviewed, click the “Confirm” button and then click the “Next” button to continue.
5. Next review your mailing address to ensure it is correct, if not, edit it. Once it is correct or reviewed, click the “Confirm” button and then the “Next” button to continue.

6. Next review your Emergency Contacts to ensure they are correct, if not, edit them. Once they are correct or reviewed, click the “Confirm” button and then the “Next” button to continue.
7. Next, indicate where you will be physically located while taking classes. Click yes if you are physically located in a US State or Territory, then indicate the State or Territory in the below box. If you are not located in a US State or Territory click no and indicate the Country. Once completed click the “Save” button, then click the “Confirm” button and then the “Next” button.

8. Next review your major to ensure it is correct. If you need to declare a major or have any questions, click the link to make an appointment with your advisor. If you are no longer pursuing a major listed click the remove a major link. Once reviewed, click the “Confirm” button and then the “Next” button.
9. The last step is to submit the task to complete it by clicking the “Submit” button and then you can click the “Exit” button and then the Home icon to return to the Student Homepage. Once you return, you will see that the Tasks tile is no longer active to click on as the tasks have been completed.