## GriffinNet Student Portal Registration

- 1. Start at <u>www.fontbonne.edu</u>
- 2. At the top right is a menu labeled "Resources For". Hover over this menu choice.



3. From the Drop-down menu click on "Current Students" On this page Click on GriffinNetlocated in the top right-hand corner.



4. Then click on the link for the Student Portal.

## New Fontbonne University Student and Faculty Portals

**Faculty Portal** 

**Student Portal** 

- 5. Enter your Username and Password for Griffinnet. The term listed will be the current term. Change the Term to indicate the term you want to register for.
- 6. Click Login

	Student Portal Login
Note: Re	equired fields are marked with an asterisk (*)
*Username	e:
*Passwore	d:
Tern	n: SP16 •
	Login
Cont	Forgot Password? tact your portal admin if you forgot your Username

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7. Notice that the top left corner lists your name and the current term. There are also boxes for changing the look of your screen color and font size. This area also has a place to change your password.

Seth R. Carruthers Current term: SU16 (change)				1
Edit Address	My Stats		l	
Logout				
	А	A	А	
Eaculty Portal				

8. The left side of your screen is the main menu. Under Administrative Services Click on Registration.

> Home	
Calendar	
Document Tracking	
Administrative Services	-
Course Offering	
Degree Audit Options	
Registration	
My Schedule	
My Financial Aid	
My Housing	
My Tax Forms	

9. Choose the correct courses you need by filtering to narrow your search and then clicking in the Checkbox next to the word Credit.

Show Academic Information	Show Filter	Show Pending Courses	]
1			
+ Book List			
Credit		l.	structor
			Agarath

10. As you add courses they will appear at the top of the screen by clicking on Show Pending Courses.

Show Academic Information Show	Filter Show Pending Courses
Hide Pending Courses	_
Pending Additions to Your Schedule	
ACT210WB01WC	_
ACT210WB01WC	

11. When all courses have been chosen click on Process Registration at the top right corner.



12. Click Ok when asked if you want to process your Registration.

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55	fb-vmcamsport.fontbonne.edu says:	×	t		
	Are you sure you want to process your registration now? Prevent this page from creating additional dialogs.				
	<b>OK</b> Cancel	]			