

**Step 1:** Log-in to the [myGSU Student Portal](http://mygsu.govst.edu).

You can access the Student Portal using the URL below, or from the Governors State homepage (see below). URL: <http://mygsu.govst.edu>



(Governors State University Homepage)



(myGSU Student Portal Log-in page)

To log-in, you will need your User name, which can be found on your Acceptance Letter. (Please contact the Office of Admission at [admission@govst.edu](mailto:admission@govst.edu) or (708) 534-4490 if you do not have your log-in.)

Your default Password will be "GovstMMDDYY" which will utilize your six-digit birthdate.

**Ex:**

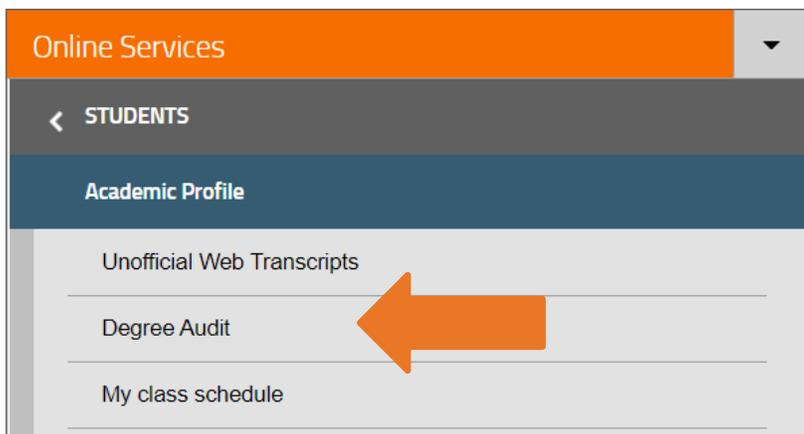
*Birthdate:* October 9, 1990

*Password:* Govst100990

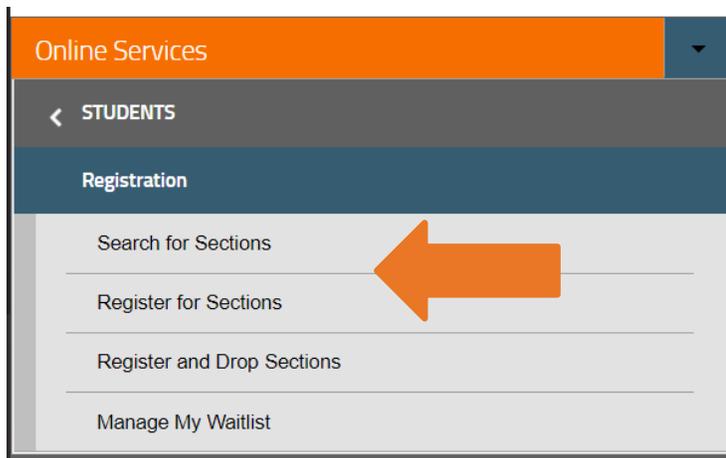
**Please contact your Academic Advisor, with any specific questions regarding course selection, and to complete your Study Plan. Your Academic Advisor's contact information can be found on your Acceptance Letter, or by visiting [www.govst.edu/advising/](http://www.govst.edu/advising/).**

**Step 2:** Next, you will want to view your Degree Audit. This will show you which courses you have already completed, and which courses you will need to complete for your program.

To navigate to the Degree Audit, you will click on the left side of the screen: Students > Academic Profile > Degree Audit (see below).



**Step 3:** Once you are ready, you may search and register for courses. To do so, you will click: Students > Registration > Search for Sections (see below).



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**Search for Sections:** Allows you to search for specific courses by Term, Start/End Date, Course Number, Academic Level, or even Instructor.

Term	<input type="text"/>	
Starting On/After Date	<input type="text"/>	Ending By Date <input type="text"/>
<b>Subjects</b>	<b>Course Number</b>	<b>Section</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Sections Meeting After	<input type="text"/>	Sections Ending Before <input type="text"/>
Mon <input type="checkbox"/>	Tue <input type="checkbox"/>	Wed <input type="checkbox"/>
Thu <input type="checkbox"/>	Fri <input type="checkbox"/>	Sat <input type="checkbox"/>
Sun <input type="checkbox"/>	Course Title Keyword(s) <input type="text"/>	
Location <input type="text"/>	Academic Level <input type="text"/>	
Instructor's Last Name	<input type="text"/>	

**Register for Sections:** Allows you to add courses to your preferred list of sections, and register for these particular courses. You may also choose to Drop Sections from this screen, as well.

To register, click " <b>Search and Register for Sections.</b> "
<a href="#">Search and Register for Sections</a>
Use this option if you would like to look for sections, add them to your preferred list of sections, and then register for them.
To drop a class, click " <b>Drop sections.</b> "
<a href="#">Drop Sections</a>
Use this option if you would like to drop a section.

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