

Choosing and registering for your courses.

Enrolling into classes takes place in your IRIS account within myHeartland. To begin, login to your myHeartland account and click on the IRIS tab on the top of the page.

Let's choose your classes. Click on "Class Schedule" on the right-hand side of the page. Choose your term.

Under the "discipline" drop down menu, you can select classes from certain subject areas. For example, scroll down alphabetically to select mathematics if you are looking for math courses.

Click "submit," and a list will appear showing the math courses available in the semester you have chosen.

If you need to enroll in Math 92, you can scroll down to choose any section of Math 92 that is still open. The 4-digit course code located on the far left-hand side is the code you will need to enroll into that section of the course. The second column lists the course subject, section number, and title of the course. Clicking on the title of any course will allow you to view the course description and determine whether that course has any specific prerequisites.

Note that each line also lists the beginning and ending date of the course, the start and end time, and the days of the week the course meets. TR stands for Tuesday and Thursday; MW means Monday and Wednesday. If a course meets only one day a week, it will list a three or four-letter abbreviation, such as THUR for Thursday.

The "Enrolled/Seats" column lets you know how many seats are filled in that section of the course. The instructor's name is listed next, then lab fees, if applicable. The last column lists book information, which is specific to that section of the course.

Once you have chosen the days and times that work for you and have selected which section of the course you want, write down the four-digit course code. Now return to your myHeartland portal, and click the IRIS Student Center link. This will take you to your Student Center.

Click on the word "enroll" under the Academics section. If this is the first time you are logging into myHeartland this semester, you will be asked to complete the financial responsibility statement, which says that you agree to pay for any courses you sign up for, that you are responsible for knowing the drop and withdraw dates, and that you are aware you must submit proof of residency before the semester begins. Once you have signed the financial responsibility statement, you will return to the main page of your myHeartland Student Center. Click on "enroll" again.

In step one, you will add your courses to the shopping cart. Remember to use the "class schedule" links available in myHeartland to get your course codes so you have up-to-date, accurate course information. Enter the course code in the box located under Step 1 in the Add to Cart section. Click Enter.

On the next page, you are verifying that this is the course you want to enroll in. Click "next" if it's correct, and the course will be added to your shopping cart. At this point you can add another class to your shopping cart. Once you've added all your classes, click "Proceed to Step 2 of 3." After confirming that these are the courses you want to take, click on "Finish Enrolling."

This step officially enrolls you in the classes and will take a minute to process. You will see a green checkmark next to the courses that you are successfully enrolled in, or a red X for an error. If you receive an error message, read the message and determine what the problem is. If you have questions about an error message that you've received, please contact Academic Advising at (309) 268-8033.

Now that you know how to enroll, your next step is to go to the class schedule and start choosing your courses. Advisors, student ambassadors and the front desk staff are all available to help if you have any questions.