Screen by Screen Guide to Course Enrollment

1. Go to myUTH at https://my.uth.tmc.edu and log in using your UT ID and password.

2. Click on Enrollment: Add Classes
3. Select a term, then click Continue

4. Enter the class number and click ENTER.
   
   You can find the CLASS number (these are different than the course number) [here](#)
5. Verify the course and check for any important enrollment information. For example, this course requires instructor consent (which means you need a permission number). To get the permission number, you will need to email the instructor. Permission numbers can only be used once, so there is no sharing of numbers! If you have the number, enter it in and click NEXT. If the consent requirement is not noted in the enrollment information, do not enter anything next to permission number, just click NEXT.
6. The course will be listed in your shopping cart. Notice that there is a green dot indicating that the class is open for enrollment. If the course has a blue square, indicating it is closed, or a yellow triangle, indicating there is a waiting list, you may need to contact the instructor to check on availability.

To add more courses, just enter the class number in and click enter (following steps 5-7). When you are finished adding courses, click PROCEED TO STEP 2 OF 3.

If you no chose the wrong course or no longer wish to enroll, click on the trashcan icon to delete it from your shopping cart.
7. Confirm that these are the courses you wish to enroll in and click “FINISH ENROLLING”
8. View the results. Note that I was not able to enroll in 3998 because I needed consent from the instructor. After obtaining the permission code, I can come back to myUTH and this course will still be in my shopping cart so that I can easily add the course to my schedule.

You can check your class schedule, pay your fee, etc using the buttons at the bottom of the page.