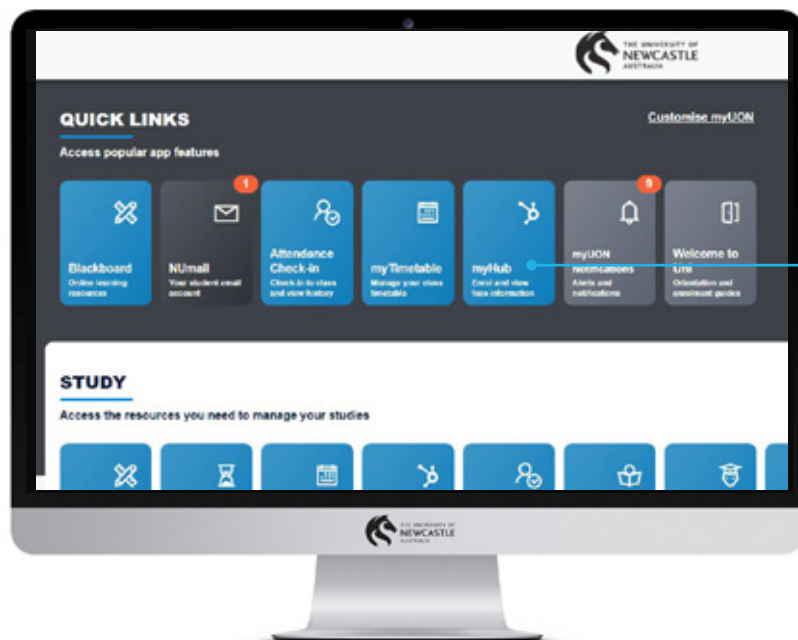


ENROL IN YOUR COURSES

Enabling Pathways



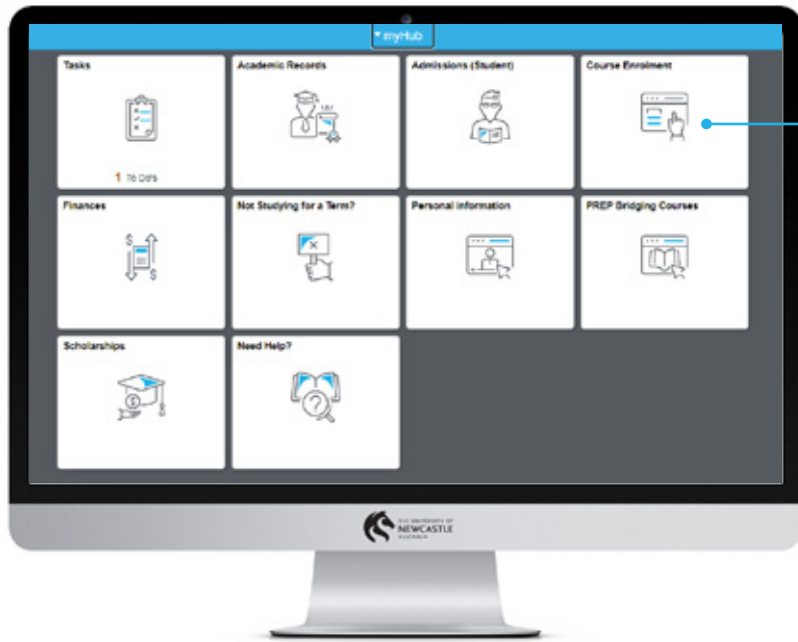
Step 1 >

Log into **myUON** + Launch **myHUB**

Visit myuon.newcastle.edu.au

You will need to enter your **student number (c1234567)** and your password.

Click on the **myHub icon** located in the LaunchPad, on the left hand side of the page.

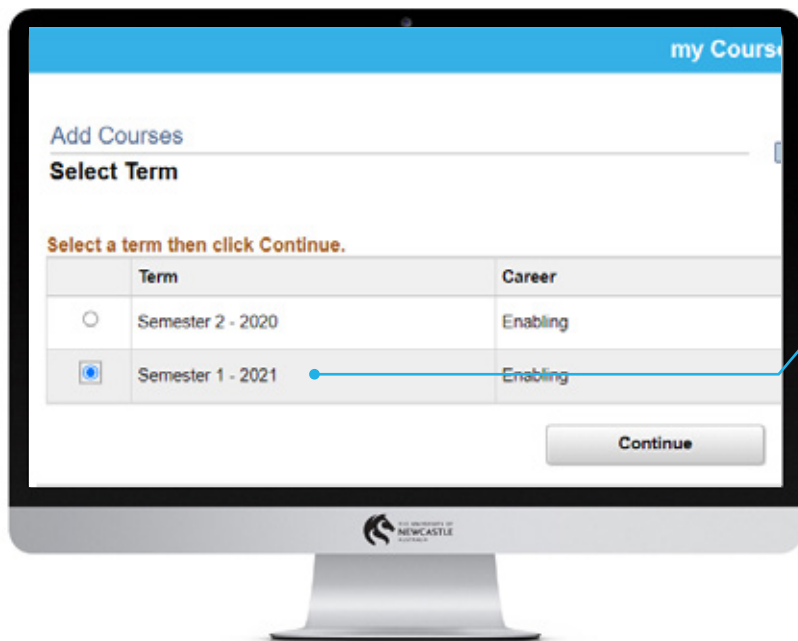


Step 2 >

My Course Enrolment

On the myHub homepage, click **Course Enrolment**.

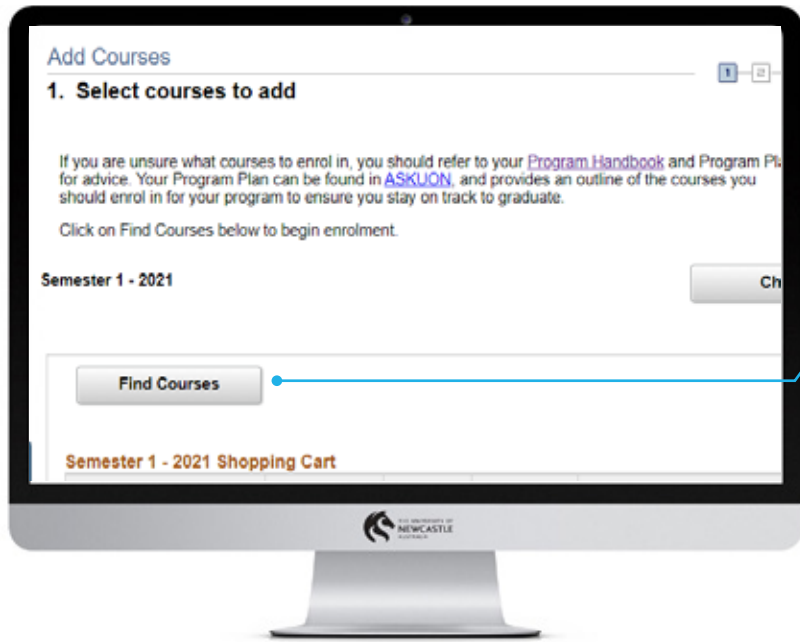
On the next page, click **Add Courses** in the left hand side menu.



Step 3 >

Select relevant term

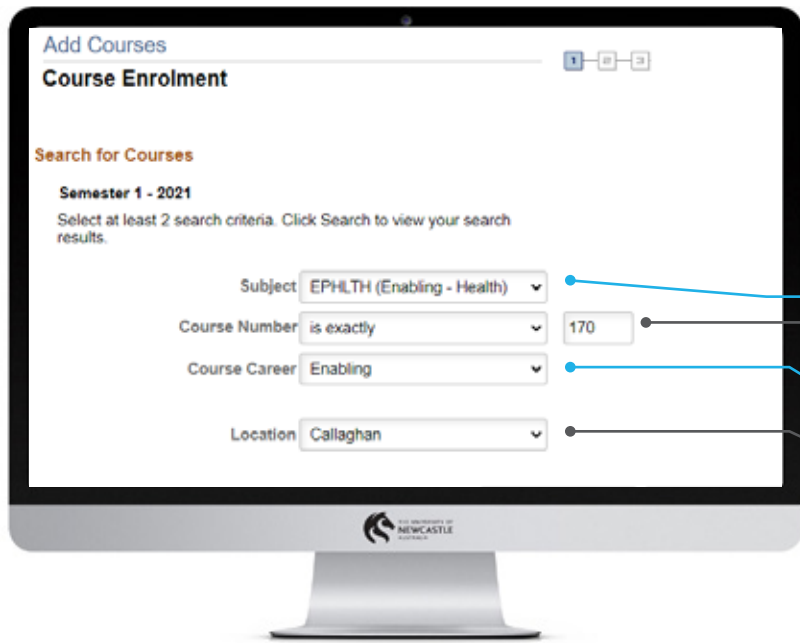
Select the term/Semester you want to enrol in and click **Continue**.



Step 4 >

Click Find Courses

Click **Find Courses** and the class search screen will appear.



Step 5 >

Search for your course

Have your **course codes** ready (e.g. EPHLTH170).

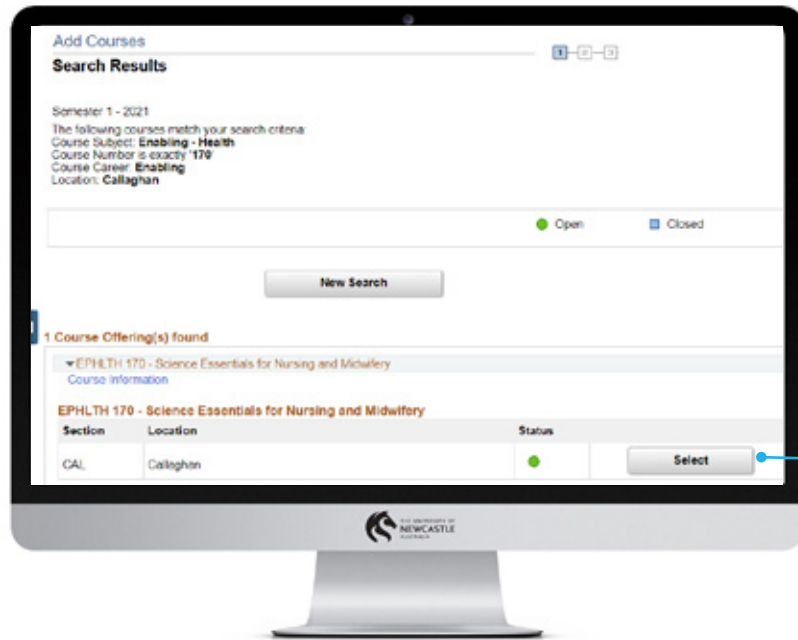
Select the course (e.g. EPHLTH) from the subject drop down list, it is in alphabetical order.

Type the course number (e.g. 170) in the box.

Select **enabling** in the course career field.

Select your campus of study in the location field.

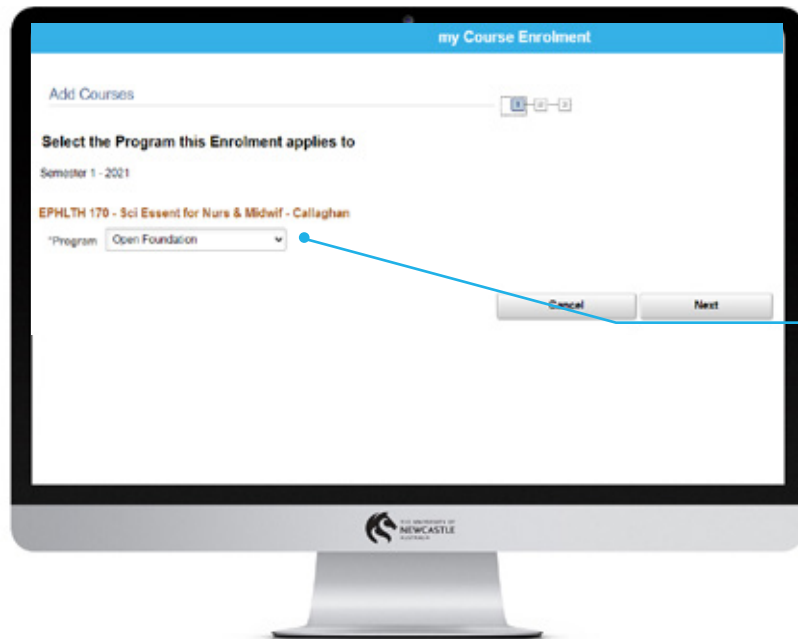
Click **Search**.



Step 6 >

Select your course offering

Select the **Course and Location** you want to study, making sure the status is **green**.

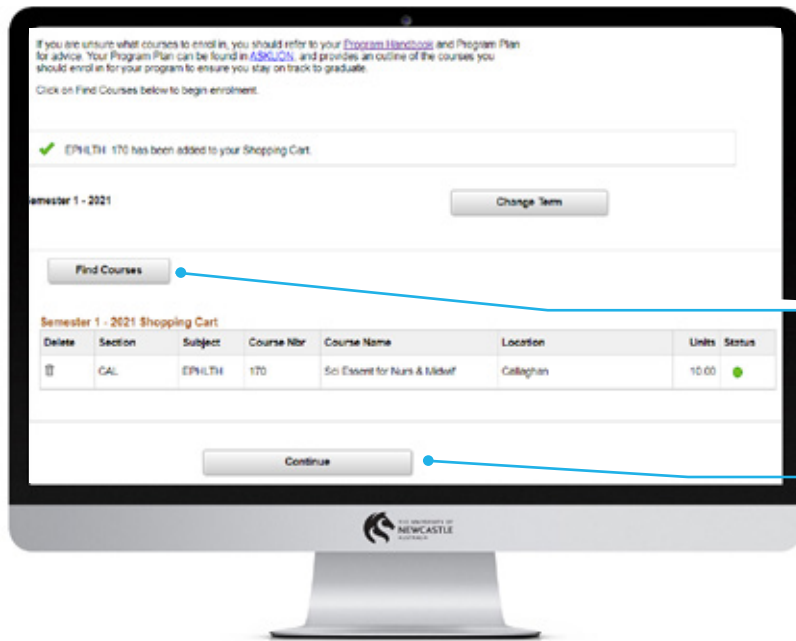


Step 7 >

Select the program for your course

Select the program this course will apply to (Open Foundation, Newstep or Yapug).

Note, if you only have one program you will not need to make any changes here.

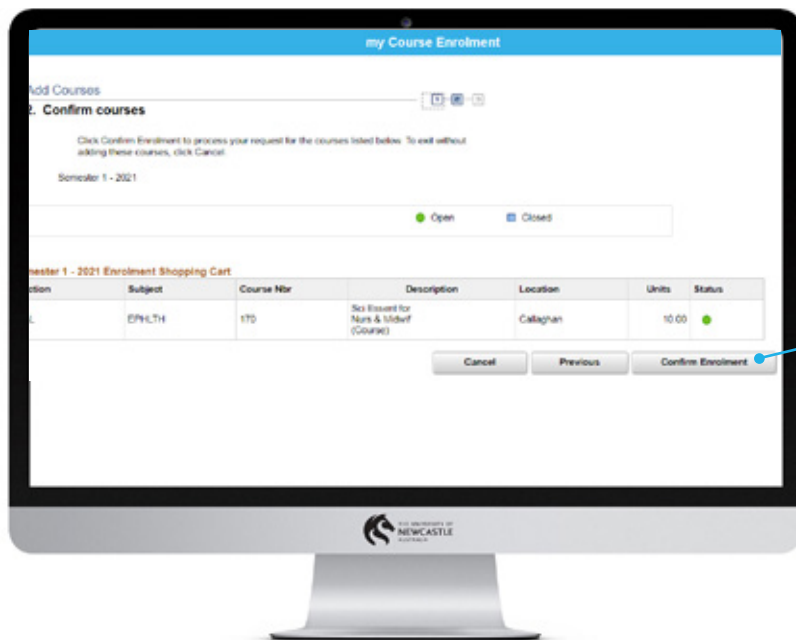


Step 8 >

Repeat for all courses

The course has now been added to your shopping cart. **Repeat** this process to add more courses by selecting Find Courses and repeating Steps 6 & 7 above.

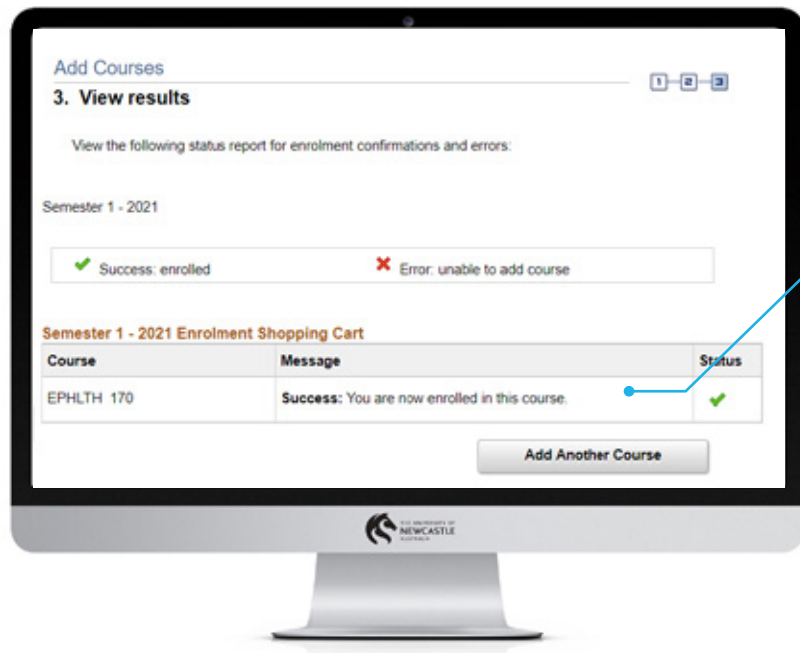
Once you have finished adding all of your courses select **Continue**.



Step 9 >

Confirm your enrolment

Confirm your courses carefully and once complete, click **Confirm Enrolment**.

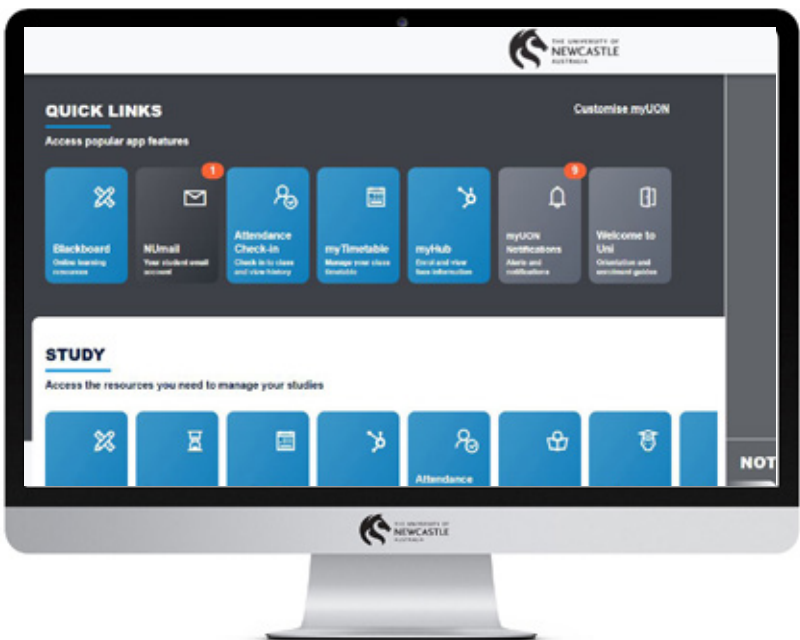


Step 10>

View results

View results to ensure your enrolment has completed **successfully**, then click Current Enrolment to view a summary of the courses you're enrolled in.

Congratulations, you have now enrolled in your courses!



Step 11>

Select your class times in MyTimetable

Class selection times open later than enrolment, so check your email for the **opening date and time** as well as a helpful how-to guide to selecting your classes.

It will take about **30 minutes** for courses to appear in MyTimetable after you have enrolled.