

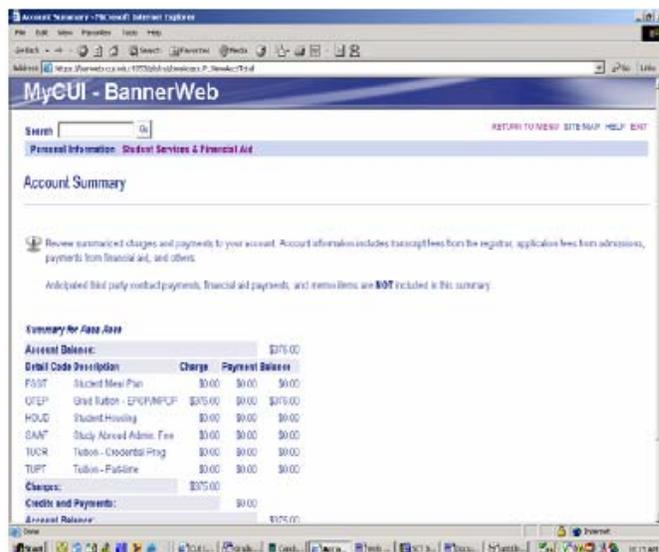
Using Banner Web

Accessing Banner

1. Go to <http://www.cui.edu>
2. Click on MYCUI
3. Click on Banner Web
4. Enter your ID and PIN
5. New Students will be forced to immediately change the PIN. Your initial, temporary PIN is you birthday in MMDDYY format. (July 4, 1976 would be 070476)
 - a. Enter a new PIN twice. The PIN must be exactly 6 characters and may contain both letters and numbers. You may want to use your same PIN as assigned for WebCT or Blackboard.
 - b. Note: The Login sequence is **case sensitive**, both the "E" in your ID and in your password if using letters.

View Student Account Information

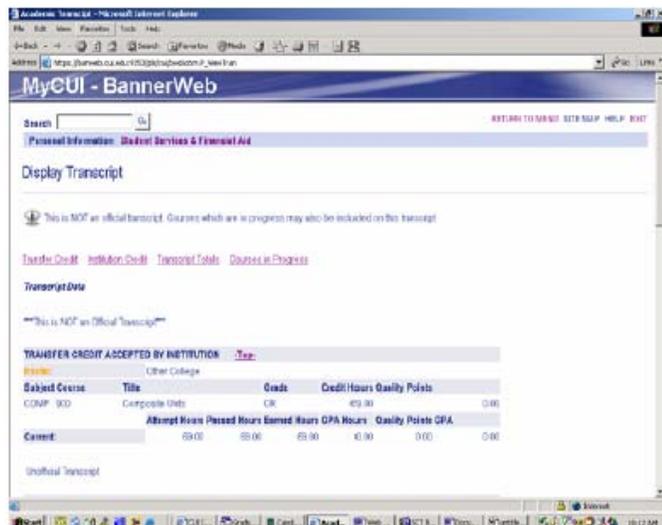
1. Click on Student Records
2. Click on Account Summary



View Transcript

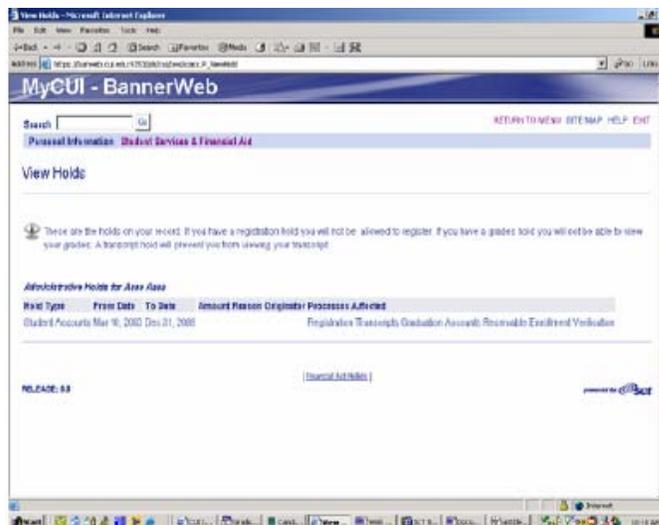
(This option will show you your grades so far in the program)

1. Click on Student Records
2. Click on Academic Transcripts
3. Choose Level
4. Click Submit



View Holds

1. Click on Student Records
2. Click on View Holds

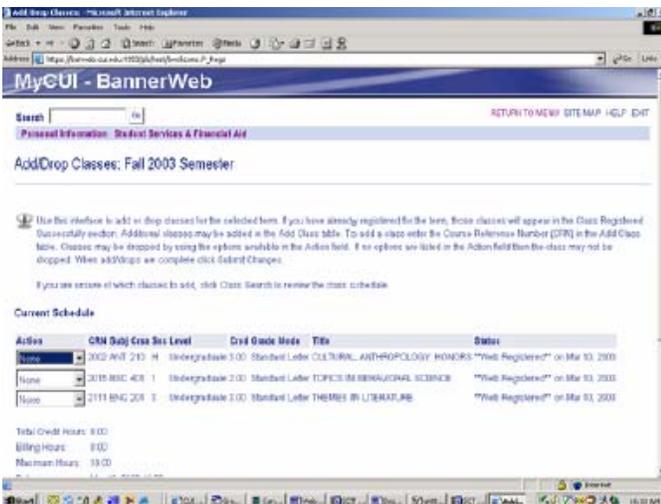


Register for Classes

1. Click on Registration
2. Click on Add/Drop Classes
3. Enter the CRN(s) you have been given by your advisor



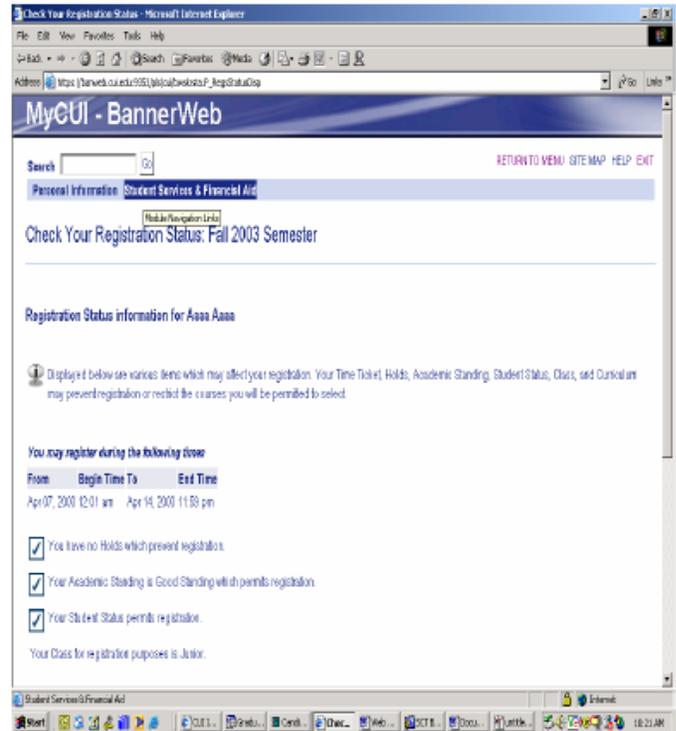
4. If there are no errors, then the courses you have entered will appear as below



5. To change or drop a class, please contact your advisor.

Check Registration Status

1. Click on Registration
2. Click on Registration Status



For problems with a password not working, please contact the Registrar's Office at 949-854-8002, extension 1250.