Register for a Course

1. **Register from Saved Schedule**

2. **Register from Course List**

Register from Saved Schedule

1. Go to workday.simmons.edu and log in using your Simmons email and password. Select the **Search & Register for Courses** worklet on your landing page.
2. Select **View My Saved Schedules**.

3. Select the semester that the schedule is in.
4. Scroll through your Saved Schedules and choose Start Registration under the desired one.

5. Review the courses and choose Register at the bottom of the screen.
Register from Course List

1. Go to workday.simmons.edu and log in using your Simmons email and password. Select the Search & Register for Courses worklet on your landing page.

2. Select Find Fall 2021 Traditional Course Sections.
3. Select the desired Course Level.

4. Select the course you want to register for and choose Register on the following page.
5. Pick the section and the Grading Basis and choose Register.
6. In some cases, you may need to Troubleshoot the Registration. Choose Troubleshoot.

7. The next page will tell you if you have any unfulfilled prerequisites/other requirements that are preventing you from registering for the course. Review the courses and choose Register at the bottom of the screen.