HOW TO REGISTER FOR NF CLASSES:

1. Go to Newfrontiers.mesacc.edu, select Member's Acct, Log in. (Username = first 3 letters of your name plus digits. Example, mine is ANN82948, different from my MEID. You create the Password.)
2. Scroll down and select the correct Semester (for example Spring 2020), then Search.

3. Find your class(es), then select Register. If class is full, the word “Register” is replaced by “Waitlist”.

4. A screen appears stating "Select the students…"

5. Click circle before the name you want. Click Register. The following screen appears:
6. Select “Search for more programs” if you wish to add another class. Select “View Details” to see the parameters of this class. Select “Checkout” when you are finished.

7. **IMPORTANT**- you must scroll down and click “I have read and agree with the policies and procedures set forth”, then click Continue again to Save. You must finish all the Continue/Saves.

8. You will see a listing of Successful Items.
9. You will receive an email stating your successful registration.

TO SEE YOUR CONFIRMED REGISTRATIONS ONLINE:

1. Go to Newfrontiers.mesacc.edu, select Member's Acct, Log in. You must be logged in and on the Search/Login screen.
2. Select “My Account”. You may have to search for this option. If you see a “wheel”, similar to a Settings icon to the left of your name, click on that; or if “Account” appears after your name, at the top right, click that. Your screen may differ, depending on your computer device.
3. When you find “My Account”, scroll down to the bottom of the page, where you should find “My Registrations” listed among other tabs/options.
If you do not find your classes listed under “My Registrations”, you have missed a step and will need to repeat the registration process.

Be sure to **Log Out** to exit. Again, you may have to poke around on the Search/Login screen to find the Logoff button, depending on what computer device you are using. (Click “wheel” icon by your name in upper right). Log Out.

Once you are registered you should receive a confirmation email thanking for your purchase and listing the classes you have registered for.

If you have problems registering, you may call the office (480-461-7497) for help.