Overview
This guide shows how to select a term for SJSU Open University as a Continuing Student.

The MySJSU homepage displays.

1. Go to MySJSU (http://my.sjsu.edu/).
2. Click the MySJSU Sign In button.

The Login page displays.

3. Enter your SJSU ID and Password.
4. Click the Sign In button.

Note: If you have difficulty logging in, contact the CMS Help Desk by email (cmshelp@sjsu.edu) with your full name and SJSU ID.
5. Select **Open University Enrollment** from the Academics dropdown menu.

6. Click **Go**

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**The Student Center page displays.**

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**Student Center**

**Skyler's Student Center**

**View My Messages**

You have no new messages.

View Messages

**Academics**

Search
Plan
Enroll
My Academics

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**The Enroll in Open University Classes page displays.**

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**Enroll in Open University Classes**

**Skyler Spartan**

Open University classes are available for members of our community who are not actively seeking a degree from San Jose State University. For more information, please visit the Open University website.

If you are actively seeking a degree, please return to the Student Center and click the "Add a Class" link to begin the registration process.

*Program to Enroll:*

Open University - Undergraduate

*Term:*

Spring 2012

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**Submit**

**RETURN TO STUDENT CENTER**
9. Click the **Enroll in Classes** button.

The Congratulations page displays.

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**Skyler Spartan**

You have just activated yourself as an Open University student.

You are now eligible to enroll in Open University classes. Click the button below to select your Open University classes.

![Enroll in Classes button](image)

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The Select Term page displays.

10. Select the radio button that corresponds to the **term** you want to enroll in.

11. Click the **Continue** button.
The Add Classes page displays.

Note: For step by step directions on how to add a class, refer to the help tutorials located in the Students section of MySJSU.