

# Instructions on Registering for Bread Loaf School of English Courses:

## 1. Begin by navigating to Banner 9:

<https://reg-prod.ec.middlebury.edu/StudentRegistrationSsb/ssb/registration>

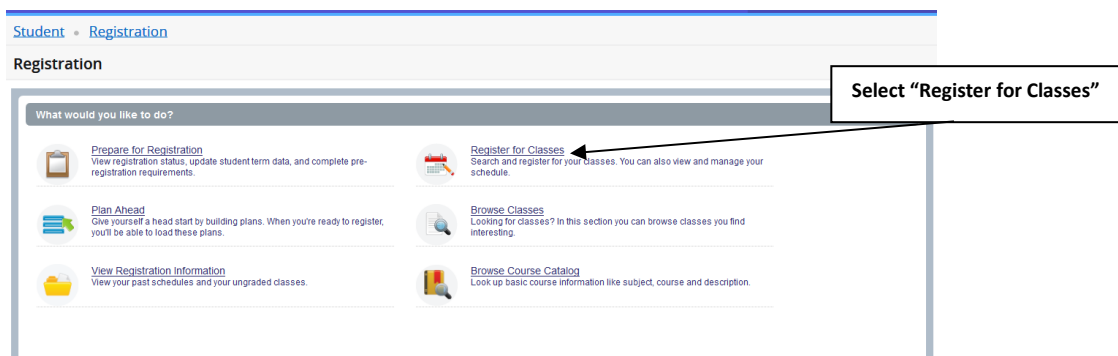
We recommend using Firefox on either your Mac or PC. Your login credentials are your Middlebury email and password.

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***To protect your privacy, always exit and close your browser after each use.***

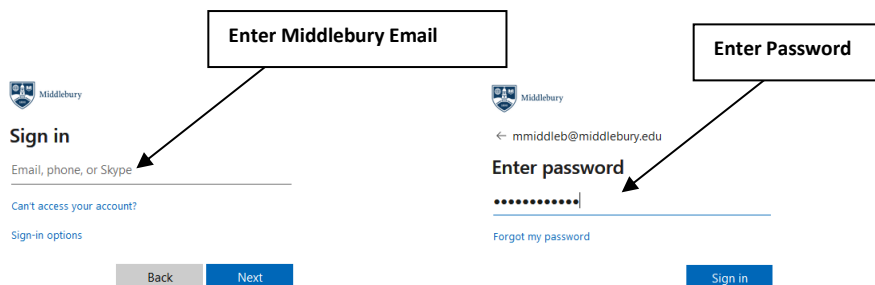
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## 2. To Register for your Bread Loaf course choices, you will first select the “Register for Classes” link.



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## 3. Log in to Banner 9. Your login credentials are your Middlebury email and password.



4. Select the appropriate term by clicking on the drop down menu and highlight the “Summer 2024-BLSE” link

## Select a Term

Terms Open for Registration

Select a term...

Summer 2024 - BLSE

Spring 2024 Language Programs

Spring 2024 - MIIS

Spring 2024

Winter 2024

Select “Summer 2024-BLSE” Link

Then press “Continue”

Select a Term

Terms Open for Registration

Summer 2024 - BLSE

Continue

Select “Continue”

- Select the **“Enter CRNs”** tab and enter the CRN (course registration number) of the course(s) for which you would like to enroll. Select **“Add Another CRN”** to enter an additional CRN (maximum of 2 credits) then select **“Add to Summary”**.

**Register for Classes**

Find Classes **Enter CRNs** Schedule and Options

**Enter Course Reference Numbers (CRNs) to Register**

Term: Summer 2024 - BLSE

CRN  Fiction Writing ENGL 7005, A

CRN

[+ Add Another CRN](#) **Add to Summary**

Select “Enter CRN”.

Enter CRN of first course.

Click on “Add Another CRN” and enter second CRN (if applicable). Select Add to Summary when course selections complete.

- Summary Window:** The Bread Loaf School of English course(s) you have selected will appear in the “Summary” window (A) located on the bottom right corner of your screen. Each course will be marked as “Pending” (B) in the Summary window.

**Register for Classes**

Find Classes **Enter CRNs** Schedule and Options

**Enter Course Reference Numbers (CRNs) to Register**

Term: Summer 2024 - BLSE

CRN

[+ Add Another CRN](#) **Add to Summary**

**Schedule** Schedule Details

Class Schedule for Summer 2024 - BLSE

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							

Display or hide additional registration information using Ctrl + Alt + V. Use Ctrl + Alt + C to reset all panels.

**Summary**

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Digital Cultural Rhetoric</a>	ENGL 7113, A	1	70083	Lecture	Pending	**Registered**
<a href="#">Fiction Writing</a>	ENGL 7005, A	1	70006	Lecture	Pending	**Registered**

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 0

**A. Summary Window**

**B. Pending**

Submit

7. **When course selection is complete please click “Submit”.** Successful submission will result in the “Status” of each course changing from “Pending” to “Registered”.

**Register for Classes**

Find Classes   **Enter CRNs**   Schedule and Options

**Enter Course Reference Numbers (CRNs) to Register**  
Term: Summer 2024 - BLSE

CRN

+ Add Another CRN   **Add to Summary**

Clicking “Submit” will register you for the selected course(s).

“Registered” status indicates successful submission of your Bread Loaf course selection(s)

**Schedule**   Schedule Details

**Class Schedule for Summer 2024 - BLSE**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am		✓ Digital Cultural Rhetoric	✓ Digital Cultural Rhetoric	✓ Digital Cultural Rhetoric	✓ Digital Cultural Rhetoric		
12pm							
1pm							
2pm			✓ Fiction Writing		✓ Fiction Writing		
3pm							

**Summary**

Title	Details	Hour	CRN	Schedule Type	Status	Action
Digital Cultural Rhetoric	ENGL 7113, A	1	70083	Lecture	Registered	None
Fiction Writing	ENGL 7005, A	1	70006	Lecture	Registered	None

Total Hours | Registered: 2 | Billing: 2 | CEU: 0 | Min: 0 | Max: 2

**Submit**

***Thank you very much for registering your Bread Loaf School of English Courses with Banner9.***