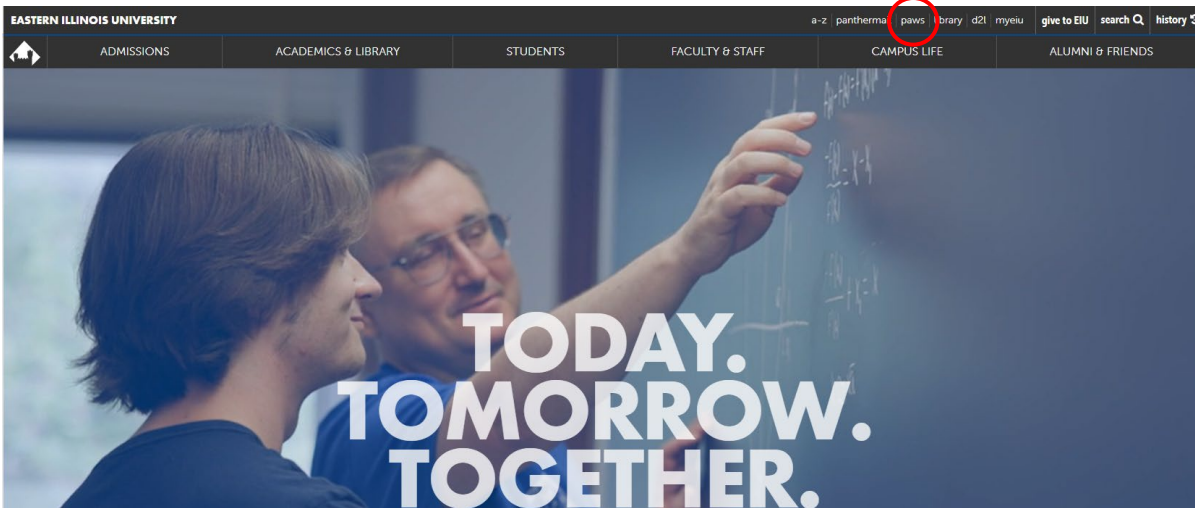


Guide to View My Schedule (Schedule Planner)

- 1). Go to EIU's Homepage (www.eiu.edu).
- 2). Click on *PAWS*.



- 3). Click *Login to PAWS*.

LOGIN TO PAWS →

- 4). Login to PAWS by entering your EIU NetID and password.

Sign in with your NetID

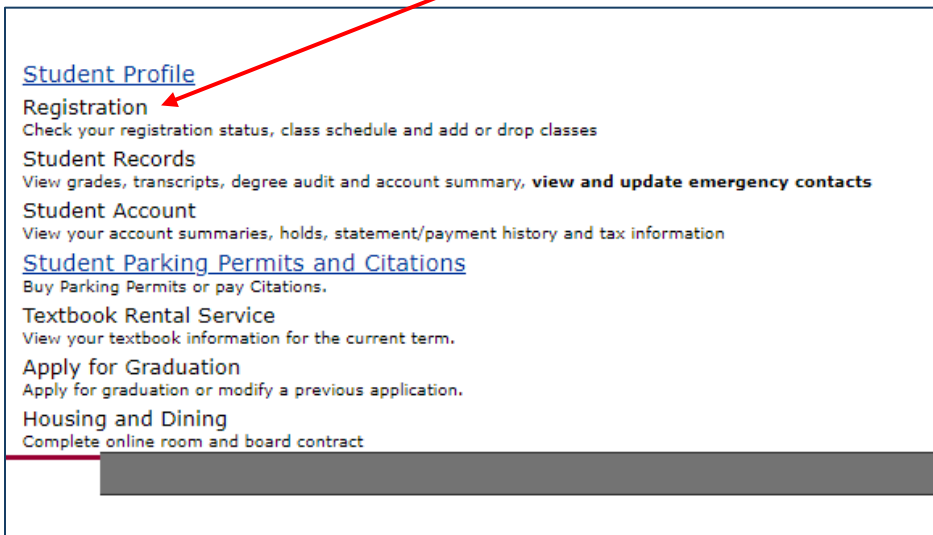
- 5). Once logged in to PAWS, click the *student* tab.

Personal Information Alumni and Friends **Student** Faculty Services Employee Financial Aid Training and Development MyHealth Proxy Menu

Search

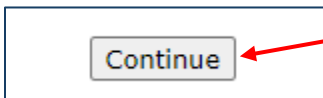
Main Menu

6). Click Registration.



[Student Profile](#)
Registration
Check your registration status, class schedule and add or drop classes
Student Records
View grades, transcripts, degree audit and account summary, **view and update emergency contacts**
Student Account
View your account summaries, holds, statement/payment history and tax information
[Student Parking Permits and Citations](#)
Buy Parking Permits or pay Citations.
Textbook Rental Service
View your textbook information for the current term.
Apply for Graduation
Apply for graduation or modify a previous application.
Housing and Dining
Complete online room and board contract

7). Scroll to the bottom of the *Sexual Harassment and Discrimination Policy* page and click Continue.



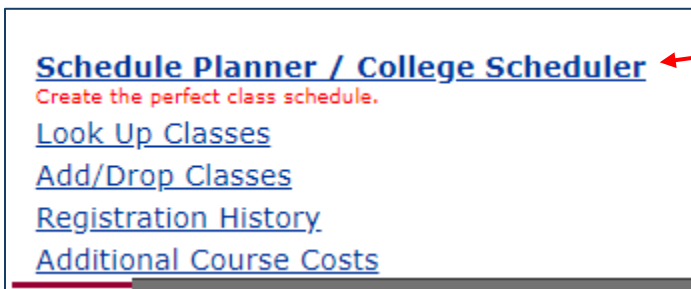
Continue

8). (If applicable) scroll to the bottom of the Address Page and click Addresses are Correct-Continue to Registration.



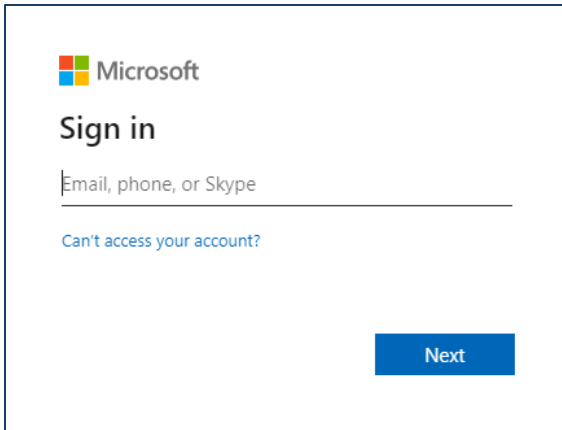
[Addresses are Correct - Continue to Registration](#)

9). Click Schedule Planner/College Scheduler.



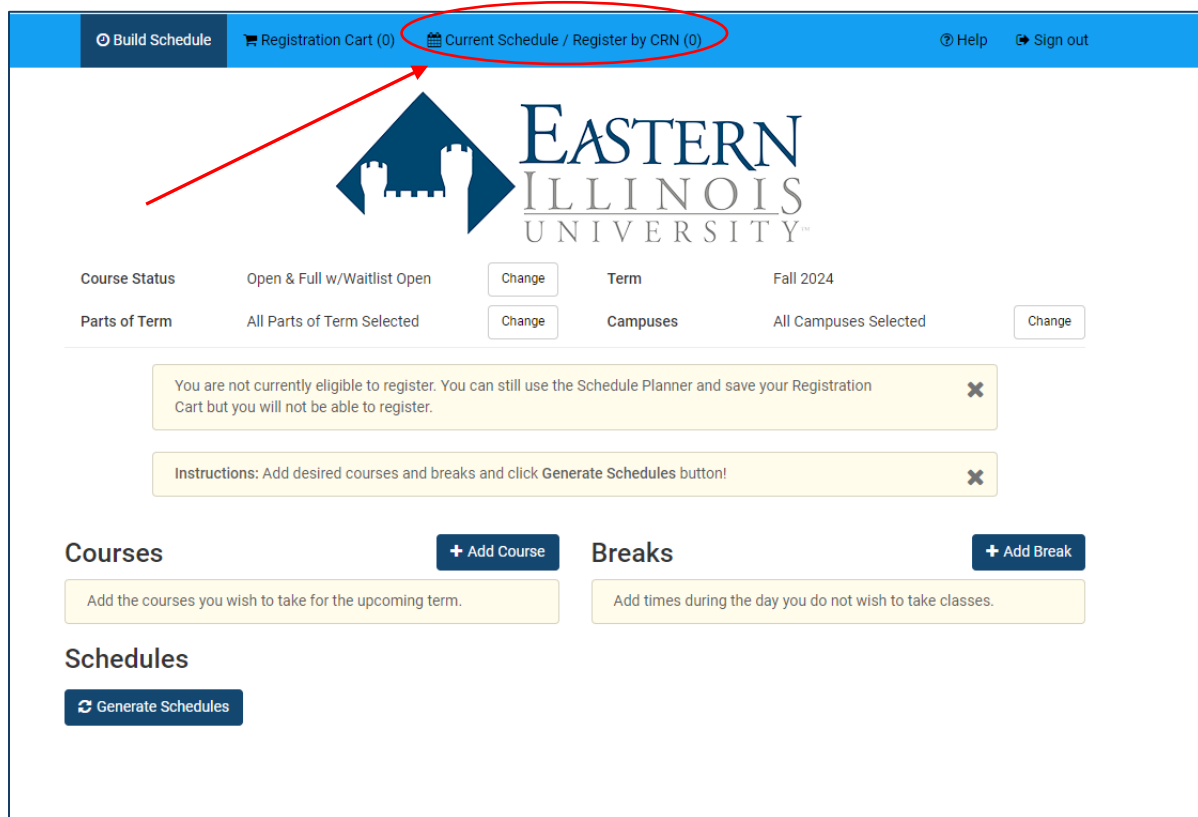
[Schedule Planner / College Scheduler](#)
Create the perfect class schedule.
[Look Up Classes](#)
[Add/Drop Classes](#)
[Registration History](#)
[Additional Course Costs](#)

10). To log in to Schedule Planner, you will need to enter your EIU email address (include the @eiu.edu).



A screenshot of the Microsoft sign-in page. It features the Microsoft logo at the top left, followed by the text "Sign in". Below this is a text input field with the placeholder text "Email, phone, or Skype". Underneath the input field is a link that says "Can't access your account?". At the bottom right of the form is a blue button labeled "Next".

11). Now that you are in Schedule Planner, click Current Schedule/Register by CRN to view your schedule.



A screenshot of the Eastern Illinois University Schedule Planner interface. The top navigation bar is blue and contains several items: "Build Schedule", "Registration Cart (0)", "Current Schedule / Register by CRN (0)", "Help", and "Sign out". The "Current Schedule / Register by CRN (0)" item is circled in red, and a red arrow points to it from the left. Below the navigation bar is the Eastern Illinois University logo, which consists of a stylized building icon and the text "EASTERN ILLINOIS UNIVERSITY". Below the logo are two rows of settings: "Course Status" (Open & Full w/Waitlist Open) and "Term" (Fall 2024), and "Parts of Term" (All Parts of Term Selected) and "Campuses" (All Campuses Selected). Each setting has a "Change" button. Below these settings are two yellow notification boxes: "You are not currently eligible to register. You can still use the Schedule Planner and save your Registration Cart but you will not be able to register." and "Instructions: Add desired courses and breaks and click Generate Schedules button!". Below the notifications are two sections: "Courses" with a "+ Add Course" button and "Breaks" with a "+ Add Break" button. Below these are two yellow input boxes: "Add the courses you wish to take for the upcoming term." and "Add times during the day you do not wish to take classes.". At the bottom of the page is a "Schedules" section with a "Generate Schedules" button.

12). You should now be able to view your schedule.

Status	CRN #	Subject	Course	Section	Seats Open	Day(s) & Location(s)	Dates	Campus	Credits
Not Enrolled	90702	ECN	2801G	003	5	TTh 11:00am - 12:15pm - COLE 2160	08/20/2024 - 12/12/2024	Main	3
Not Enrolled	95561	ENG	1001G	020	1	MW 3:00pm - 4:15pm - COLE 3140	08/19/2024 - 12/11/2024	Main	3
Prerequisites									
Not Enrolled	90252	MAT	1160G	002	1	MWF 2:00pm - 2:50pm - MAIN 2220	08/19/2024 - 12/13/2024	Main	3
Notes: MAY REQUIRE PURCHASE OF ADDITIONAL DIGITAL MATERIALS									
Not Enrolled	91406	MUS	2555G	005	11	TTh 12:30pm - 1:45pm - DFAC 1524	08/20/2024 - 12/12/2024	Main	3
Not Enrolled	90769	PSY	1879G	003	51	MWF 10:00am - 10:50am - PHYS 1205	08/19/2024 - 12/13/2024	Main	3
									15

	Monday	Tuesday	Wednesday	Thursday	Friday
8am					
8:15					
8:30					
8:45					
9am					
9:15					
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9:45					
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