

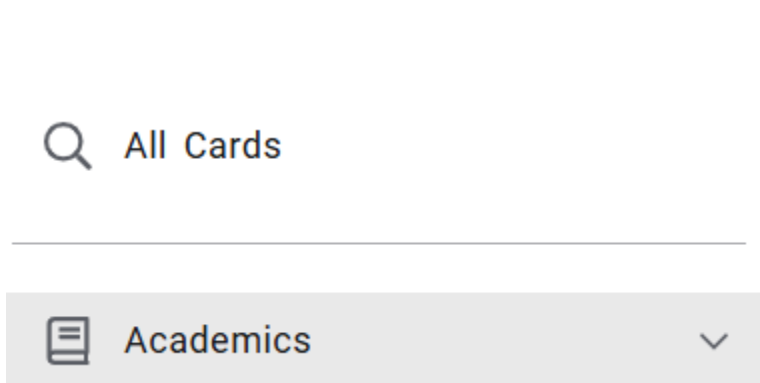
1. Log on to myLMU:



2. Click the Menu Button on the top left:



3. Click Academics:



4. Click Search for Sections:

Request Official Transcript

Search for Sections

Sitero Mentor

5. Click the down arrow and add correct term:

Subject Search

Advanced Search

Catalog Advanced Search

Results View

Catalog Listing

Section Listing

Term

Fall 2026




6. Scroll down and add correct location and academic level:

Location

Academic Level






7. Scroll down and click search:

Course Type

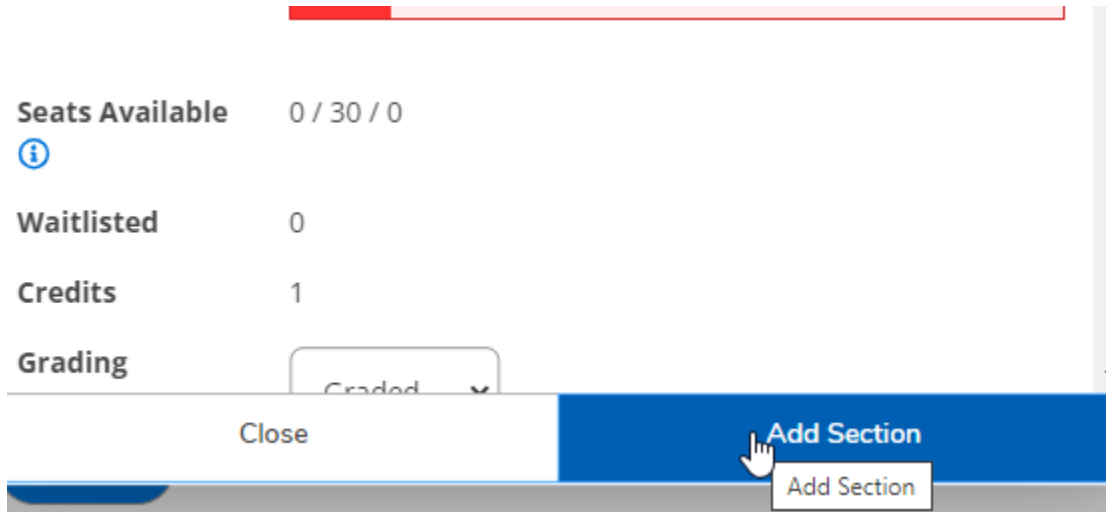
8. All sections of all courses should be listed for the term selected.
Find the course section you need and click ADD:

Filters Applied: Orange Park Florida X Fall 2026 X

Add To Schedule	Term ^ v	Status ^ v	Section Name ^
	Fall 2026	Open	OPDVM-701-A0
	Fall 2026	Open	OPDVM-702-A0
	Fall 2026	Open	OPDVM-703-A0
	Fall 2026	Open	OPDVM-704-A0
	Fall 2026	Open	OPDVM-720-A0
	Fall 2026	Open	OPDVM-725-A0
	Fall 2026	Open	OPDVM-726-A0
	Fall 2026	Open	OPDVM-728-A0

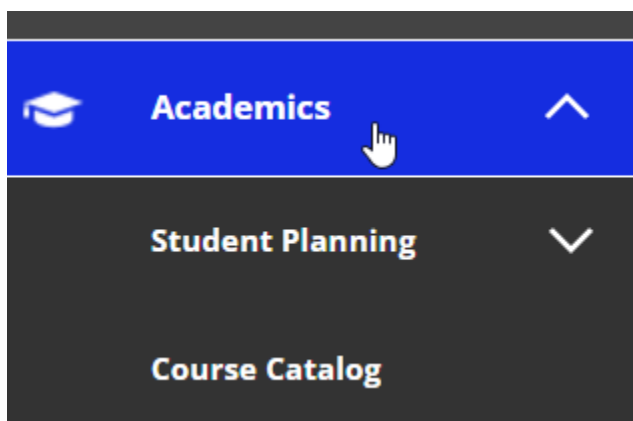


9. A pop-up window should show up, and you need to click **ADD SECTION**:

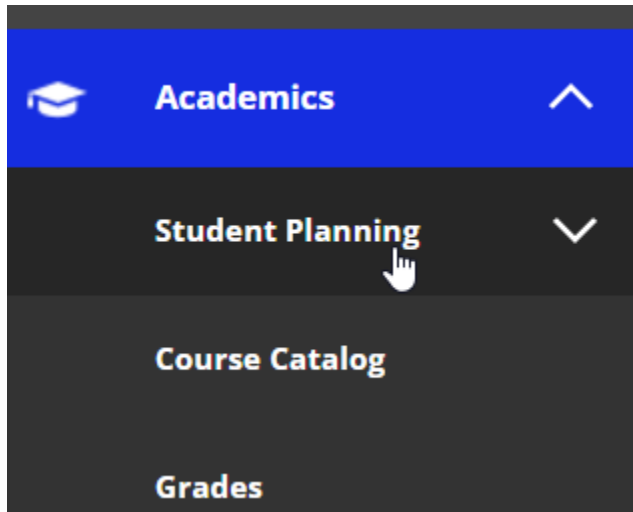


10. Follow the above steps to add all needed courses to your schedule.

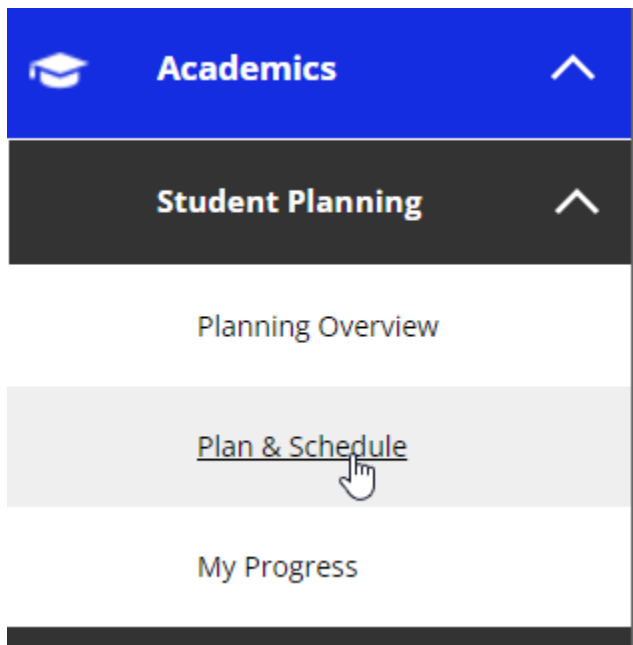
11. Click the graduation cap to the left:



12. Click STUDENT PLANNING:

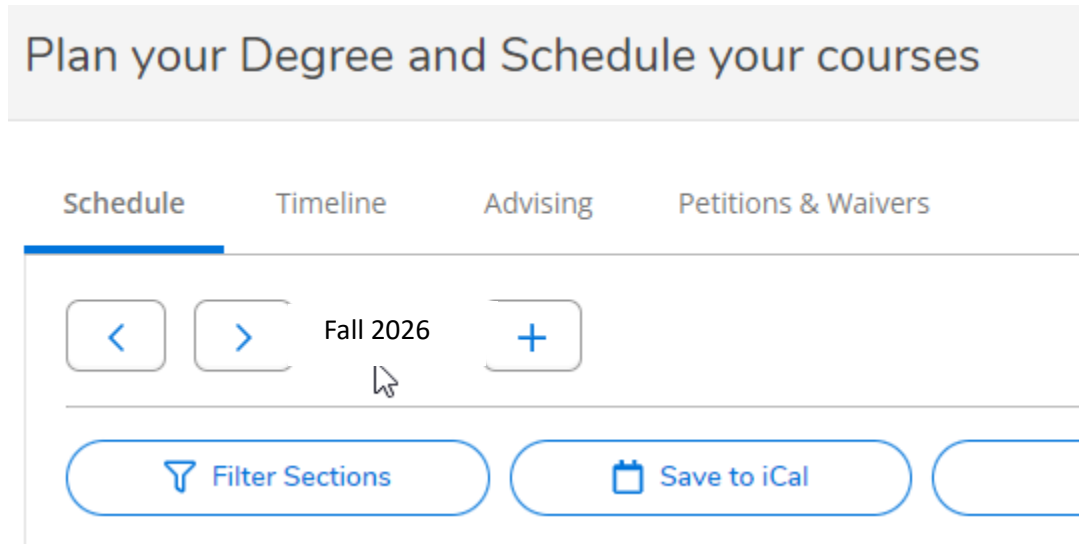


13. Click PLAN and SCHEDULE:

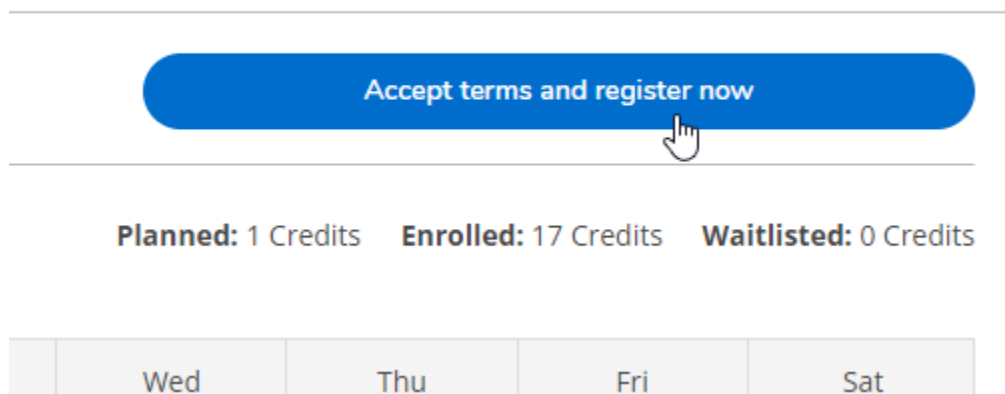


14. Plan your Degree and Schedule your Courses will pop up.

Be sure the correct term is showing- i.e. Fall 2026



15. To the right of the screen, you will see a BLUE button that says **Accept Terms and Register Now. Click the BLUE button:**



16. After clicking Accept Terms and Register Now, students will be directed to the financial options screens. These screens **MUST be completed by the student in order to finish the registration.**

* This screen will appear after clicking Accept Terms and Register. Please take note that the notification in **RED** addresses the review for payment. Every student registering **MUST** go through this process in order to complete registration. Click **PAY FOR REGISTRATION**.

The screenshot displays a web interface for registration. At the top, there are navigation links: "Academics", "Student Planning", and "Plan & Schedule". A red notification box on the right contains an exclamation mark icon and the text: "Please review your payment options to complete registration." Below this, a blue sidebar with an information icon (i) is titled "REGISTRATION TERMS AND CONDITIONS". The main content area contains a paragraph of text detailing registration terms, including withdrawal policies, default/collect remedies, and bankruptcy notices. Below the terms, there is a search bar with the placeholder text "Search for courses...". At the bottom, a red notification box with an exclamation mark icon contains the text: "You must click this button to review payment options for your registration to be complete." To the right of this notification is a blue button labeled "Pay for Registration" with a hand cursor icon over it.

***On the next screen students can review the registration terms and conditions. Students should scroll to the bottom and check the box next to I AGREE TO THE TERMS AND CONDITIONS, then click ACCEPT:**

Terms and Conditions

REGISTRATION TERMS AND CONDITIONS

I acknowledge that once I have completed registration, I am liable for my registration and fees as they can change based on my enrollment status or budget.

WITHDRAWAL: I understand that If I withdraw from Lincoln Memorial University after the published refund dates, I remain liable for

I agree to the terms and conditions outlined above.

Accept

***The next screen will show amounts owed. Please choose **PAY LATER** and click **CONTINUE**:**

Payment Options

Total Amount Due

Another Amount

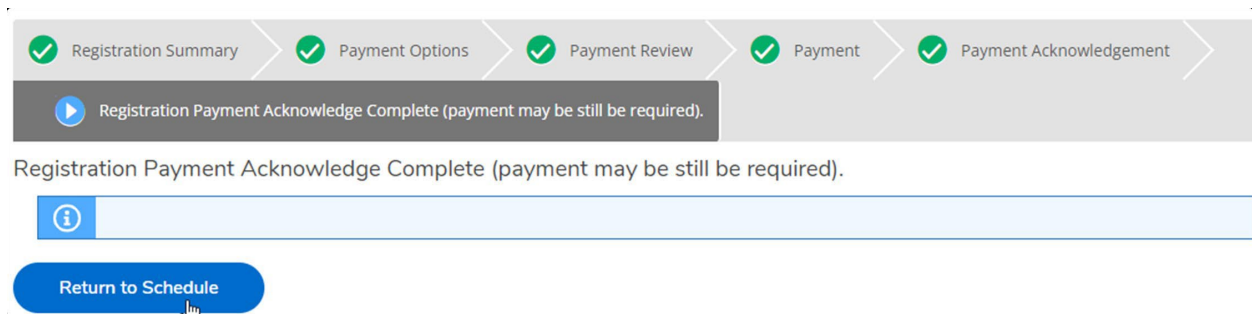
Pay Later

Continue

When students have followed all the steps, the screen below will appear, and all sections will be marked with a checkmark. The student will then have the option to return to their schedule.

They should see that all courses are “Registered but not yet started”.

Any questions, or any help needed, students may contact their advisor, the Registrar’s office, or student account services.



From here students can click **RETURN TO SCHEDULE** and view their registered courses and make any corrections needed.