

Enrollment Steps for New Students:

1. On the Teacher Education Workshops page ([link](#)), click on **"New Student to Friends Workshop Application"**
2. Fill out the form completely, then click **"Submit"**
3. After 2-3 business days, you will receive an email with your student number and login information for FalconHub.
4. Once you receive this email, go to www.friends.edu
5. Hover over **"STUDENTS"** at the top left corner of the screen, and select **"FALCONHUB"**
6. Use the login information from the email to log in to Falconhub.
7. Once in, select the **"Registration for Self Service"** button.
8. Select **"Register for Classes"**
9. Use the drop-down menu to select the term you would like to enroll in, then click **"Continue"**
10. Select the **"Enter CRNs"** tab.
11. Enter the CRN of the class you would like to register for, then select **"Add to Summary"**
12. Enter the start date of the course in the first **"Permitted Dates"** box. Leave the second box blank and click **"Confirm"** or save.
13. Repeat steps 11-12 for any other classes you would like to enroll in.
14. When all classes are listed in the bottom right box, select **"Submit"** in the bottom right corner.