



Student Enrollment Process

QUESTIONS CAN BE DIRECTED TO:

Enrollment Services | Williston State College | 1410 University Avenue Williston, ND 58801
701.774.4211 (f) | wsc.admission@willistonstate.edu

How to Accept your Financial Obligation Agreement

1. Log on to **Campus Connection**.
2. Under **Manage Classes**, click the **Sign Fin Obligation Agreement** tab on the left-hand side.
3. On the Financial Obligation Agreement page, choose Williston State College for the institution and search for the correct Effective Term. Click **Submit**.
4. Read the agreement and click **Accept** or Decline. If you decline this agreement, you may not be able enroll for the term.
5. Click **OK**. You should be back on the homepage.

How to Enroll in Classes in Campus Connection (IF CLASSES ARE ALREADY IN YOUR SHOPPING CART)

1. Click on **Manage Classes**.
2. Click **Shopping Cart** on the left-hand side.
3. Check the box next to each class.
4. Once they are all marked, click on the **green ENROLL** button on the top right corner.
5. Select **Yes**.
6. You should receive all green checkmarks if everything goes through correctly. If you receive any red x's, please check the reason, and reach out to Enrollment Services.

How to Self-Enroll in Campus Connection (IF YOUR ADVISOR GAVE YOU A LIST OF CLASSES INSTEAD)

1. Click on **Manage Classes**.
2. Select **Class Search and Enroll**.
3. Search for the **semester and year** you are looking to enroll. Make sure to find **Williston State College**.
4. Enter class number, subject, or keywords in the search bar to generate a list of courses.
5. Options will appear below. Select the **correct course**.
6. Click on **Next** in the right-hand corner.
7. Click on **green ACCEPT** button. (Permission number is not required)
8. Select Enroll and then click Next in the right-hand corner.
9. Click on Yes.
10. You should receive a green checkmark. If you do not, please contact Enrollment Services.
11. Click on Return to Keyword Search Page.
12. Repeat steps 4-11 until you have enrolled in all classes.

If you have any other questions, please reach out to our Enrollment Services Office.

Phone: 701.774.4200

Email: wsc.admission@willistonstate.edu

Text: 701.595.7389