REGISTERING FOR CLASSES

STARS Online is Rhodes State's web interface that allows students to register for classes in addition to viewing information such as transcripts and fee assessments. Students may also change personal information such as their address and emergency contacts. If you have any questions, please contact Admissions 419-995-8320.

STEP 1

1. Go to www.Rhodesstate.edu
2. Click on "MYRHODES" at the top, then "Students", then "STARS online"

STEP 2

1. Click "Enter Secure Area"
2. Enter your user ID (R number) and PIN (initial PIN is your birthday mmddyy)

STEP 3

1. Click "Student Services" tab
2. Click "Registration"
3. Select "Look-up Classes to Add"

STEP 4

1. Search for the classes you are interested in registering for
2. Select the subject you would like by scrolling down through the list and clicking on the desired topic.
3. All the other fields are optional and do not have to be filled in to begin the search. Fill in as many as you would like to narrow your search.
4. Click the "Class Search" box

STEP 5

1. Once you find the classes you are interested in, email DeAngelo.A@rhodesstate.edu the course information (CRN,SUBJ,CRS,SEC)

VIEW YOUR SCHEDULE

STEP 1

1. Go to the "Student Services" tab
2. Click on "Registration"
3. Go to "Concise Student Schedule" or "Student Detail Schedule.

DROPPING A CLASS

STEP 1

1. In the Current Schedule section, click the down arrow in the action column next to the desired course and select "Drop Course-web".
2. Click on "Submit Changes" at the bottom of the screen.

ACCESSING TEXTBOOK INFORMATION

The following information is available for textbooks for each course: Title, Author, Edition, Copyright year, Publisher, ISBN, New or Used pricing through the Campus Bookstore. To access:

STEP 1

1. Go to the "Student Services" tab
2. Click on "Registration"
3. Go to "Concise Student Schedule" or "Student Detail Schedule"
4. Click "View Book Information". If "Unable to find the specified

course" appears, click again until information displays.

ACCESSING STUDENT EMAIL

STEP 1

1. Go to www.Rhodesstate.edu
2. Click on "MYRHODES" at the top, then "Students", then "Email"

STEP 2

1. Enter your user ID (reference STARS for your User ID, which is under "Personal Information" then "View Rhodes ID and Username")
2. Enter your password (R number)

VIEWING UNOFFICIAL TRANSCRIPT

STEP 1

1. Go to www.Rhodesstate.edu
2. Click on "MYRHODES" at the top, then "Students", then "STARS online"

STEP 2

1. Click "Enter Secure Area"
2. Enter your user ID (R number) and PIN (initial PIN is your birthday mmddyy)

STEP 3

1. Click "Student Services" tab, go to "Student Records", then click on "Academic Transcript"
2. Enter Transcript Level as "All Levels", and Transcript Type as "Unofficial."