You’re almost there. Now that you are a Carleton University student, you just have a few things left to do before you begin your classes. This checklist will help you get ready. So get started.

1. **Know Your Student Number**
   You can’t register without it. Check your admission package, emailed to you by Admissions Services, for the nine digit number that begins with ‘100’ or ‘101.’

2. **Set Up Your MyCarletonOne Account and Carleton Email**
   Before registration begins, log in to Carleton Central to set up your MyCarletonOne account, which gives you access to all of Carleton’s IT services and applications, including your Carleton email.
   [carleton.ca/its/all-services/email/carleton-student-email](http://carleton.ca/its/all-services/email/carleton-student-email)

3. **Get To Know Carleton Central**
   Carleton Central is the home of your student record. Update your personal information, check the status of your awards, build your timetable and register for courses, request transcripts and certificates of enrolment, access support services and more.
   [students.carleton.ca](http://students.carleton.ca)

4. **Review The Registration Website**
   All you need to know about registration, including fee payment, access to closed courses and the registration steps is on this website. Familiarize yourself with this information before registration begins by visiting:
   [carleton.ca/registration](http://carleton.ca/registration)

5. **Understand Your Degree Requirements**
   Be sure to read your first year course selection guide. This guide lists all the courses you need to take in your first year and gives you the basics about your program. Find your guide here:
   [carleton.ca/registration/degree-guides](http://carleton.ca/registration/degree-guides)

6. **View A Registration Information Session**
   Visit the Registration website to view an online registration information session. The webinar will help you in planning and building your schedule to ensure a successful registration.
   [carleton.ca/registration/registration-help](http://carleton.ca/registration/registration-help)

7. **Build Your Timetable**
   Planning your course selection is an important step required to ensure a successful registration. The timetable builder will allow you to search the class schedule, add and remove courses and resolve conflicts prior to registration. Learn more here:
   [carleton.ca/registration/registration-steps/step-2](http://carleton.ca/registration/registration-steps/step-2)

8. **Ask For Help If You Need It**
   If you have completed these steps and still have questions, we invite you to contact our Student Registration Assistance Team. They can help you with making your first year course selections, navigating Carleton Central and any other registration questions you may have. [carleton.ca/sra](http://carleton.ca/sra)

9. **Register According To Your Time-Ticket**
   Time-tickets indicate when you can begin accessing the registration system. We encourage you to register as soon as your time-ticket begins.
   [carleton.ca/registration/timeticket-information](http://carleton.ca/registration/timeticket-information)