This guide will show you how to register for Dual Enrollment courses (Step To College / Unitrack) as a new student who does not have an existing SJSU ID.

The Office of the Registrar Dual Enrollment Registration page displays.

1. Go to the Dual Enrollment Registration webpage.

2. In the section for New Students without an SJSU ID, click on the Activate Dual Enrollment button.

The Welcome Student Registration page displays.

3. Click the Continue link to start.

4. Answer No to all the questions. Click the Continue link.
5. Review the policy.

To proceed, click on the I have read and understand the regulation on privacy and unit limitations button.

6. Fill out the required information on the form.

Answer No to the Do you have a bachelor's degree question.

Click the Continue link.
If you see the Registration Information page, please continue to Step #7.

If you see the Create User Profile page, please continue to Step #8.

Registration Information page displays.

7. We may already have your student record in our system.

   An email will be sent to you within 2 business days with further instructions.

   You can stop here and wait for the email from the Registrar’s Office.

Create User Profile page displays.

8. Enter a Password and reenter to Confirm Password.

   Your password must be 8 characters with at least 1 number.

   Click the Submit link.
The Dual Enrollment Registration Successful page displays.

9. Make note of your SJSU ID.

Your SJSU ID and password created in Step #8 will be used to login to MySJSU.

Click the Sign In link.

The Oracle PeopleSoft login page displays.

10. Enter your SJSU ID (from Step #8).

11. Enter your Password (from Step #8).

Click the Sign In button.

The Change Password page displays.

12. Click on the Click here to change your password link.
13. Enter your **Current Password** (from Step #8).

   Enter a **New Password** and reenter to **Confirm Password**.

   Click on the **Change Password** button.

 **The Student Info & Tasks page displays.**

14. Click the **Back to the Student Center** button.

 **The Student Center page displays.**

15. Under the **Academics** section, click the **Enroll** link.

16. Follow the directions from this **Registration Guide** starting on **Step #7** to enroll in a class.