

### Enrollment Steps for New Students:

1. On the Teacher Education Workshops page ([link](#)), click on “**Application for Graduate Workshop Attendance**”
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](http://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 “**Add/Drop Class**” 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**”
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.