How to Register for Programs in the Modern Campus Portal

The Modern Campus portal is located at
https://professional.fhsu.edu/

1 To search for available programs, select **Programs** in the main menu.

You can perform a general search of all available programs by entering a keyword in the search bar. If you'd like to see Advanced Search Options, expand the grey bar in the center of the screen. Please note that some sort of search criteria must be selected or entered as a keyword to perform the search function.

2 By default, the program search results will show programs available for registration. To view program details, click on the name of the program.

3 If interested in registering for the program, expand the program information on the right-hand side of the screen to open details about the next available offering. Click Register Now* to add the program to your cart.

> *Any course labeled with "E2G" in the program number are offered in partnership with ed2go. When registering for ed2go courses, you will be redirected to the ed2go website for registration and payment.*

4 After adding a program to your cart, you may "Keep Shopping" for other programs, or select Checkout to complete the payment process*. Follow the prompts to create your account and/or confirm your profile information and make payment.

> *If you are affiliated with a group that will pay your registration for the selected program on your behalf, you will need to navigate to the partner portal to complete registration. You will still need to complete the checkout process at $0.00; your group administrator will be invoiced for your registration.*

5 Once checkout is finalized, you will receive two confirmation emails: 1) confirmation of your registration in the program, 2) a payment receipt or invoice. Be sure to add the program to your calendar, so you don't miss it!