

REGISTRATION INSTRUCTIONS



Prior to registering for courses, please review the information below.

IMPORTANT REGISTRATION DATES

Registration for Spring 2022 begins September 27, 2021

Registration Deadline: Saturday, November 27, 2021

It is still possible to register for courses after the registration deadline, but late fees may apply.

Late Registration Fees for Continuing* Students:

\$75/course after the registration deadline and before the Schedule Adjustment Period.

\$150/course during the Schedule Adjustment Period.

**There are no late registration fees for new students (registering for their first trimester).*

Schedule Adjustment Period

Sunday, January 9 – Thursday, January 13, 2022

Spring 2022 Term Dates

January 9 – April 18, 2022

Looking Ahead:

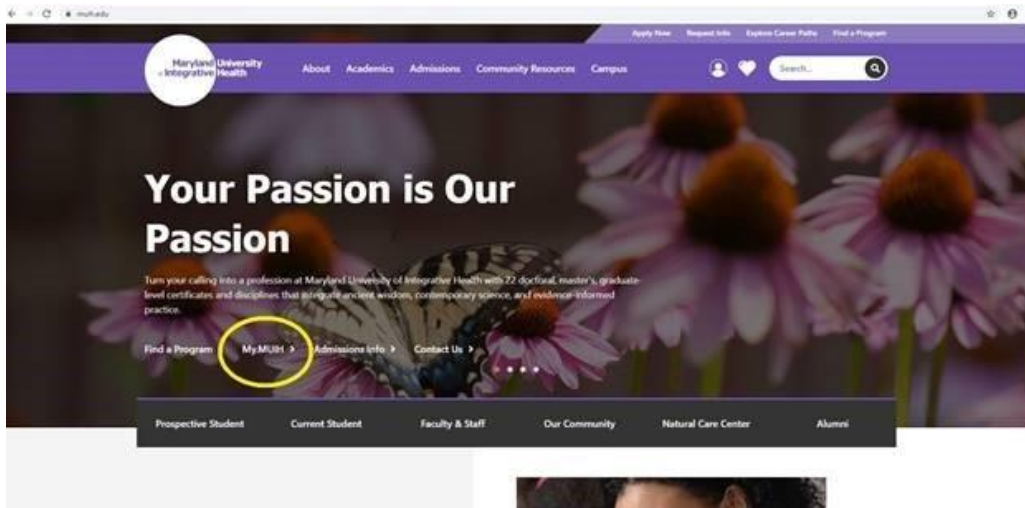
Registration for Summer 2022 courses will begin on Monday, January 31, 2022.

Please check the [Academic Calendar](#) for other pertinent dates.

REGISTRATION INSTRUCTIONS

To view a brief instructional video on how to register, please follow [this link](#), or follow the steps below.

Please note that the main page of the MUIH website has changed since this video was recorded. To access My MUIH, simply go to the public MUIH website and click on "My MUIH," which you can see circled here:



Steps:

1. Verify your upcoming trimester course schedule with your **Academic and Career Advisor**. Prior to meeting with your advisor, be sure to review your [Plan of Study](#) and Curriculum Progression Report which is located under "My Curricula" in the [data portal](#).
To access your plan of study, go to MyMUIH.edu
 - (a) **Click** on "Academics"
 - (b) **Select** your program from the dropdown
 - (c) **Click** on "Plans of Study"
 - (d) **Select** your intake year
 - (e) **Review** your upcoming trimester courses
2. Log into your [MUIH Data Portal](#) with your MUIH login credentials
3. On the left-hand side, select the "Course Registration" button
4. In the search box, type the course code (test with and without a space)
5. Review [course schedule information](#)
 - a. Please note that on-campus classes are sections 1-99, hybrid classes are sections 100-199, asynchronous online classes are sections 200-299, and synchronous online classes are 300-399.
6. Select "Register" and [verify your enrollment](#) by going to "My Courses" button

***For program- or course-specific** information, please visit [Program and Course-Specific Information](#).

**** Registration Flags:** Please allow up to 96 hours for all flagged courses to be reviewed and approved or denied by your program's department.

*****Canvas Courses** are available 7 days prior to the course start date

ACADEMIC AND CAREER ADVISING

Still have questions about courses or your plan of study? Contact your personal Academic and Career Advisor. Please see contact information below.

Chelsey Barrett
Acupuncture and Herbal Medicine
Health Promotion
Integrative Health Studies
Workplace Wellness
Cbarrett@muih.edu
410.705.4349
[Schedule an Appointment](#)

Casey Simms
Health and Wellness Coaching
Nutrition and Integrative Health
Csimms@muih.edu
240.459.3013
[Schedule an Appointment](#)

Laura Steck
Ayurveda
Cannabis Science
Herbal Medicine
Nutrition and Integrative Health
Yoga Therapy
Lsteck@muih.edu
301.327.0148
[Schedule an Appointment](#)

All General Advising Questions
advising@muih.edu

GRADUATING STUDENTS

Please review the instructions sent via your MUIH email from your Academic and Career Advisor and the Office of the Registrar.

For more information, please follow the Graduation Application Instructions found in your MUIH Data Portal under "Graduation Applications and Transcripts."

PROGRAM AND COURSE-SPECIFIC INFORMATION

Courses with Early Registration Deadlines

Health and Wellness Coaching:

The registration deadline for the following courses is Wednesday, December 1, 2021.

- COA 610 Fundamentals of Health and Wellness Coaching
- COA 665 Advanced Coaching

Herbal Medicine:

The registration deadline for the following courses is Wednesday, November 17, 2021.

- HRB 605 Materia Medica I
- HRB 622 Herbal Pharmacy

- HRB 642 Dispensary Practices and Quality Assurance of Herbal Medicine
- HRB 705 Materia Medica II

Nutrition and Integrative Health:

The registration deadline for the following courses is Wednesday, December 1, 2021.

- NUTR654C Clinic I
- NUTR654D Clinic II
- NUTR656C Clinical Strategies in Nutrition Care I
- NUTR656D Clinical Strategies in Nutrition Care II

Kits for Nutrition & Herbal Medicine Students

Cooking Lab Kits for Nutrition Students

A cooking lab kit is provided for every student who registers for NUTR681 Cooking with Whole Foods Lab I. The kit consolidates supplies used in all cooking labs, so it's a one-time purchase assessed with tuition.

Students registering for an in-person section of NUTR681 (Section 1) will receive their cooking kit during the lab. Students registering for an online section of NUTR681 (Sections 200+) will receive their kits by mail. These students must verify that their mailing address is up-to-date prior to sending by checking the **My Contact Information** section of the MyMUIH Data Portal no later than the end of the Schedule Adjustment Period. Cooking lab kits are sent the second week of the trimester to ensure they arrive in plenty of time for the course. Students registered for the course should check their email for more information about the cooking lab kits, as there are special considerations for those living outside the continental United States and Canada. If a student receives a cooking lab kit and later decides to drop or withdraw from NUTR681, they should simply retain the kit. They won't receive or be charged for a second kit whenever they are able to re-register for the course.

Herb Kits for Herbal Medicine Students

An herbal medicine kit is provided for students in HRB 605 *Materia Medica I*, HRB 622 *Herbal Pharmacy*, HRB 642 *Dispensary Practices and Quality Assurance of Herbal Medicine*, and HRB 705 *Materia Medica II*. The kits are prepared and shipped by MUIH's herbal dispensary, and a one-time purchase fee per course is assessed with tuition. Upon registering for one or more of these courses, students must verify their mailing address is up-to-date by checking the **My Contact Information** section of the MyMUIH Data Portal. Please note, the dispensary is currently unable to ship to Puerto Rico or internationally. Students in these locations will not be assessed a fee and the course faculty will provide a list of the required materials.

Highly Recommended for New Students

MUIH 500: University Wide Orientation for New Students:

University-Wide New Student Orientation is a comprehensive course to introduce incoming MUIH students to campus services, resources, and student life. Utilizing the institution's Learning Management System (LMS) Canvas, it is a self-paced course designed around you the new student, assisting you in learning the answers to questions you may have, and providing you with a chance to meet and connect with other new students as well.

*Early start and end date

MUIH 550: Academic Research & Scholarship:

This fully online, self-paced course is designed to prepare students to engage in graduate-level research and scholarship with a focus on the utilization of resources available at or through MUIH's Sherman Cohn Library. Modules cover the Association of College and Research Libraries information literacy threshold concepts in higher education. These concepts are: Scholarship as Conversation, Research as Inquiry, Authority is Constructed and Contextual, Information Creation as a Process, Searching as Strategic Exploration, and Information Has Value.

*Early start date

TUITION & FEES

[Fall 2021-Summer 2022 Tuition and Fees](#)

QUICK LINKS

[Canvas, Zoom and IT Support](#)

[Financial Aid](#)

[Online Tuition Bill Payment](#)

[Veterans Affairs](#)

[Disability Services](#)

[Meeting Point Bookstore](#)

[Sherman Cohn Library](#)