

# REGISTRATION INSTRUCTIONS



Prior to the registration period, please review the information below.

## IMPORTANT REGISTRATION DATES

### Registration will begin on June 22, 2020

Due to the impact of COVID 19- no late fees will be assessed for the summer registration period.

### Schedule Adjustment Period

Sunday, August 30 – Thursday, September 3, 2020

### Fall 2020 Term Dates

August 30, 2020 – December 11, 2020

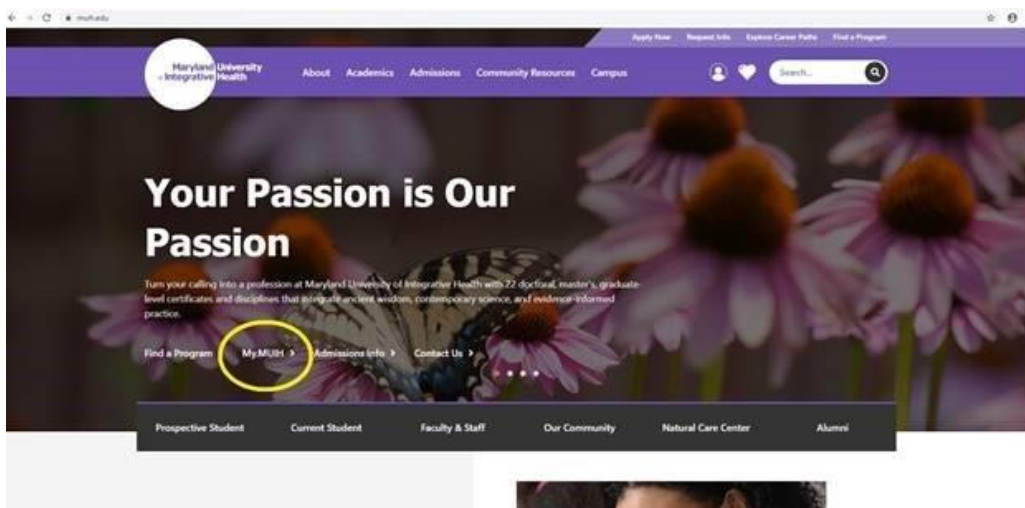
### Spring 2021 registration will begin November 2, 2020

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, and online classes are sections 200-299
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 Oriental Medicine & Integrative Health Sciences**  
[Cbarrett@muih.edu](mailto:Cbarrett@muih.edu)  
410.705.4349  
[Schedule an Appointment](#)

**Matt Mazick**  
**Ayurvedic Wellness Practices, Herbal Medicine, Narrative Health & Yoga Therapy**  
[Mmazick@muih.edu](mailto:Mmazick@muih.edu)  
443.738.4123  
[Schedule an Appointment](#)

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

**Laura Steck**  
**Nutrition and Integrative Health**  
[Lsteck@muih.edu](mailto:Lsteck@muih.edu)  
301.327.0148  
[Schedule an Appointment](#)

**[Advising@muih.edu](mailto:Advising@muih.edu)**  
**Health and Wellness Coaching & Health Promotion**

## 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, July 22**  
**COA620** Applied Healing Strategies

#### Nutrition and Integrative Health:

The registration deadline for the following courses is **Monday, July 27**  
**NUTR654C** Clinic  
**NUTR656C** Clinical Strategies in Nutrition Care

#### Herbal Medicine:

The registration deadline for the following courses is **Wednesday, July 22**  
**HRB 622** Herbal Pharmacy  
**HRB 705** Materia Medica II

#### Kits for NUTR or HRB Students:

For the Fall 2020 trimester, students in HRB 622 *Herbal Pharmacy* and HRB 705 *Materia Medica II* will not purchase the herbs used in these courses from the MUIH Dispensary. Students will purchase the herbs directly from vendors. Recommended sites for purchase include:

- <http://www.jeansgreens.com/>
- <https://www.healingspiritsherbfarm.com/>
- <https://www.smileherb.com/> (\*\*use code MUIH25 for discount)
- <https://www.mountainroseherbs.com/>

### 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

## **QUICK LINKS**

[\*\*Canvas, Zoom and IT Support\*\*](#)

[\*\*Financial Aid\*\*](#)

[\*\*Tuition & Fees\*\*](#)

[\*\*Online Tuition Bill Payment\*\*](#)

[\*\*Veterans Affairs\*\*](#)

[\*\*Disability Services\*\*](#)

[\*\*Meeting Point Bookstore\*\*](#)

[\*\*Sherman Cohn Library\*\*](#)