

1. Go to www.udallas.edu
2. Click on the _____ in the upper right, Choose _____ (in lower section)
3. Click on _____ (halfway down the page)
4. Click on _____
5. Click on _____
6. Enter User ID, which is your 9-digit UD ID (900XXXXXX)
7. Enter your PIN and click Login.

NOTE: If you have forgotten your PIN, enter your 9-digit UD ID, leave the PIN field blank, and click "Forgot PIN". The system will ask you the security question you initially set up. When you have answered the security question correctly, you will be prompted to create a new PIN. The new PIN must be between 6 and 15 alphabetical/numerical characters (no special characters). This will be your new PIN for subsequent logins. If you attempt an incorrect PIN more than 4 times before clicking "Forgot PIN", you will be locked out and need to call the Registrar's Office at 972-721-5221.

8. Once you are logged in, click on the _____ tab.
9. Click on _____
10. Click on _____
11. _____