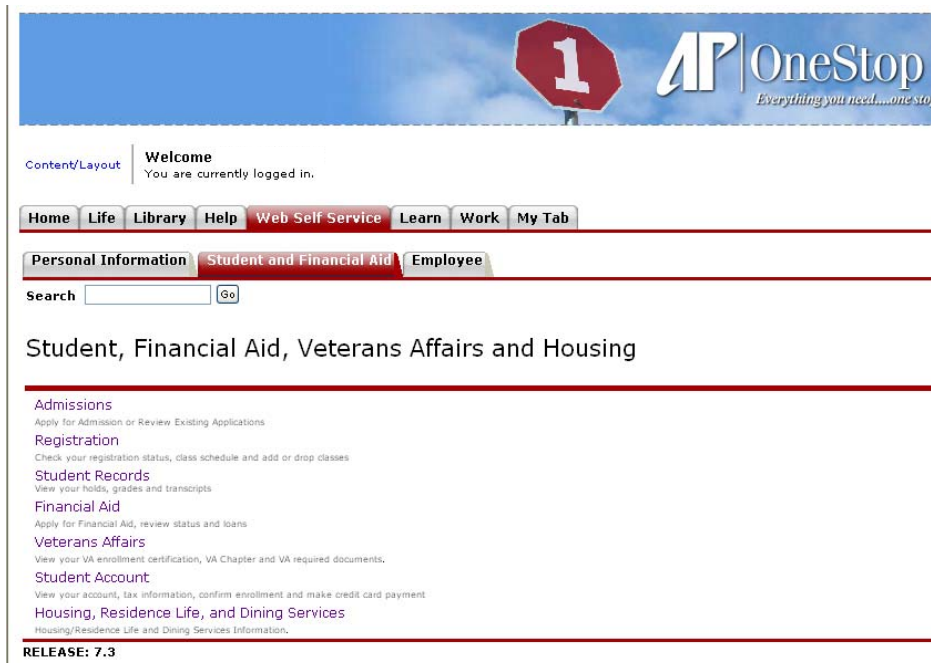


Confirming Your Registration Via OneStop

<http://apbrlu1.apsu.edu/cp/home/loginf>

- Once you log in to your account on OneStop, select the “Web Self Service” tab.
- Then click on “Student” tab.



- You will then choose “Student Account” from the listing.
- Then choose “Account Detail for Term/Confirm Enrollment/Payment Plan/Credit Card Payment or Electronic Check Payment”.
- Choose the term you want to confirm from the drop-down box (e.g. Spring 2009 or Fall 2009) and click submit.
- At the top of the Account Detail for Term screen, you will see two options:
Yes, I will attend...
No, I will not be attending...
- If you choose “Yes, I will attend...” you will then see “Your registration has been confirmed. Your confirmation number is xxx” if you have a zero balance.

If you owe money, you will be prompted to pay your balance or sign up for the payment plan. Once your payment is processed, you will receive an e-mail confirmation.

If you choose, “No, I will not be attending...” you then see “You have chosen to not attend [specific term]. Your classes will be deleted.”