## Student Registration Instructions Fall 2024



## Step 1: UT EID & Password

**Important!** If you previously took an OnRamps course or applied/submitted test scores to UT Austin, **use your existing UT EID. Do not create a new UT EID.** Use the <u>UT EID Self-Service Tools</u> to locate your UT EID or reset your password. If you need further help, contact OnRamps Support.

- Create your UT EID by visiting <u>https://onramps.utexas.edu/eid</u>.
- Complete the steps to create your UT EID. Use a personal email address you check on a regular basis so you can manage your UT EID and password in the future.
- Select your password reminder questions and **create a secure password** with a minimum of 12 characters and at least two of the following: letters, numbers, and special characters. If your password is not secure, you will have to reset it later.
- Memorize your UT EID and password. You will use it all year to log in to the OnRamps Portal and Canvas. If you write it down, keep it in a secure place.

## **Step 2: Complete Profile & Register in the Onramps Portal**

- Use your UT EID and password to log in to the OnRamps Portal: https://onramps.utexas.edu/portal
- You will be prompted to create or update your student profile. In your student profile, **use a personal email address you check regularly** so you receive Canvas notifications and important messages about your OnRamps course.
- After your profile is complete, select "Register for a Course."
- Choose your district, school, course, teacher, and section from the drop-down menus. Ask your teacher if you don't know what section to choose.
- Next, you will complete the Additional Information page. Enter your local student ID number, parent/guardian email address if you are under the age of 18, and accommodations information.
- You will see your enrollment on the Current Enrollments page, and you will also receive an email confirming your registration.

## **Step 3: Access Courses in Canvas & Complete Orientation**

- Log into Canvas with your UT EID and password: <u>https://onramps.instructure.com</u>
- Bookmark the OnRamps Canvas website so you can easily access your OnRamps courses.
- You will see your high school course, college course, and orientation course on your Canvas dashboard.
- Complete Orientation, which counts for at least 1% of your college grade and contains important information to begin your OnRamps course experience.