“MyNTU” - JICS ONLINE STUDENT REGISTRATION

GO TO WEBSITE: www.navajotech.edu Click on MYNTU

Enter LOGIN: ID Number PASSWORD: 1234 (can be changed under personal info by name)
If the password does not work, contact Sharon Platero at 505-488-8430 for reset.

1. Click on Students

2. Click on Registration – Left hand side of page.

3. On this page, you can choose Add/Drop under Course Schedule. Warning: this registration will not work if you are on academic probation or owe monies to the school.
4. Once in Course Schedule: Check on the Term, Choose the Term you want to register. Then go down below to where you add by course code or choose course search. Both will get you registered.

5. If you go to Search, all courses will come up. Once you know which course it is you are registering for, click on Add – then at the bottom of the page click on Add Courses button to add to your schedule.
6. When complete selecting courses RETURN to Registration – Click on tab on left hand of page. You can select Student Schedule to print your schedule.

You have other options as well. You have the capability of printing your unofficial transcript or grade report (choose the correct term for this one). IF you go back to the front you are able to check your status for Financial Aid and Business Office.

7. Any questions please call Sharon Platero at 505-488-8430 or Registration Office. Remember to always work with your Advisor in selecting your courses.