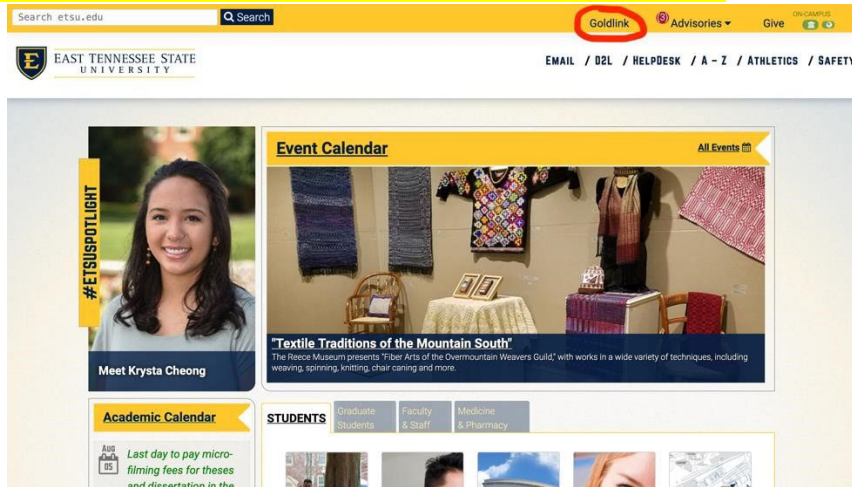
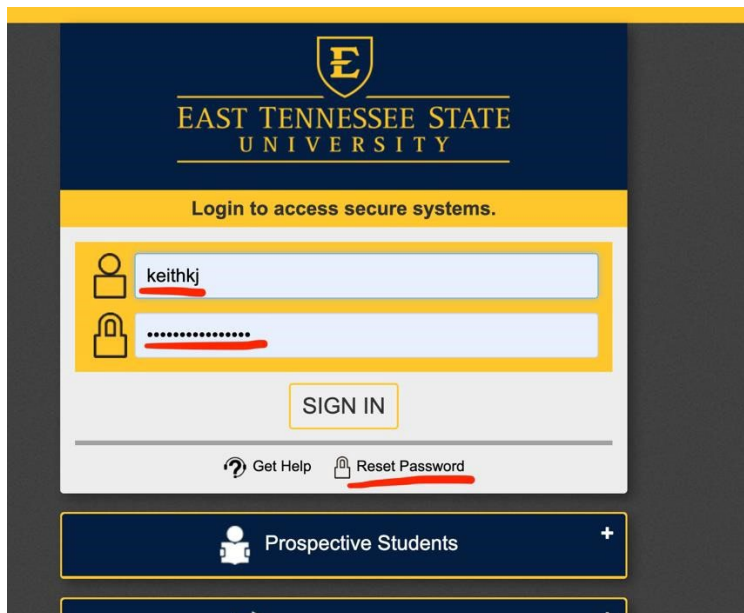


Step 1: Go to the ETSU website and click on "Goldlink.":



Step 2: Type in your Username and password. If you need to reset your password you can also do that on this page.



Step 3. Select the term you are registering for and then hit submit.

The screenshot shows the GOLDLink Self Service portal. At the top, there are navigation tabs for Personal Information, Student, Faculty Services, Employee, and Finance. Below the tabs is a search bar with a 'Go' button. The main heading is 'Registration Term'. Underneath, it lists 'ETSU Undergraduate and Graduate', 'Quillen COM: College of Medicine', and 'Gatton COP: College of Pharmacy'. A dropdown menu labeled 'Select a Term' is highlighted with a red circle and shows 'Fall 2019' selected. Below the dropdown is a 'Submit' button. At the bottom, it says 'RELEASE: 8.7.1' and '© 2019 Ellucian Company L.P. and its affiliates.'

Step 4: Click on "Registration Tools."

The screenshot shows the dashboard of the GOLDLink Self Service portal. At the top, there are several icons for DDL, EMAIL, DEGREE WORKS, HELP, and LOGOUT. Below the icons are two banners: 'YOU NEED TO BE ENROLLED IN TO RECEIVE FULL FEDERAL FINANCIAL AID?' and 'IS CORRECT TO MAINTAIN FEDERAL FINANCIAL AID'. The main area contains several tiles: 'Registration Tools' (highlighted with a red line), 'Information Technology Notices' (with a message 'There are no updates at this time.'), 'Registration Tutorials' (with a sub-link 'Register via Look Up Classes Tutorial'), 'Grades', 'View Holds' (with a green button '0 holds'), and 'Records'.

Step 5. Select "Add or Drop Classes."

The screenshot shows the 'Registration Tools' menu expanded. The 'Add or Drop Classes' option is highlighted with a red circle. Other options in the menu include 'Look Up Classes', 'Registration Status', 'Immunization Status', 'Registration Fee Assessment', and 'Academic Catalog'. The 'SCHEDULE' section is partially visible at the bottom.

OTHER STEPS: There are other steps, but I can't go any further since I am not a student. However, I do know there are boxes where you will type in the CRN number(s) that you were provided in the e-mail sent to you about permits. Once you register you will also be asked additional questions.

For example, you will likely need to answer questions about immunizations and/or fee payments.

**IMMUNIZATION WAIVER:** If you are on-line, you can do an immunization waiver form. The link for that form is below. <https://www.etsu.edu/reg/regforms/classimmunizationwaiveronline.php>

**FEE PAYMENT:** If you have questions about fee payments you need to contact the Bursar's office. You can reach the Bursar at: 423-439-4212 or [bursar@etsu.edu](mailto:bursar@etsu.edu).

**FINANCIAL AID:** If you have questions about Financial Aid you can contact the counselor associated with the letter of your last name. If a position is vacant, you can contact anyone. The Financial Aid Counselor information can be found at the link below:  
<https://www.etsu.edu/finaid/counselors.php>

If all else fails contact the Educator Preparation Coordinator ([alternativelicensure@etsu.edu](mailto:alternativelicensure@etsu.edu)). We will be glad to walk you through these processes.