

## Enrollment Process Guide

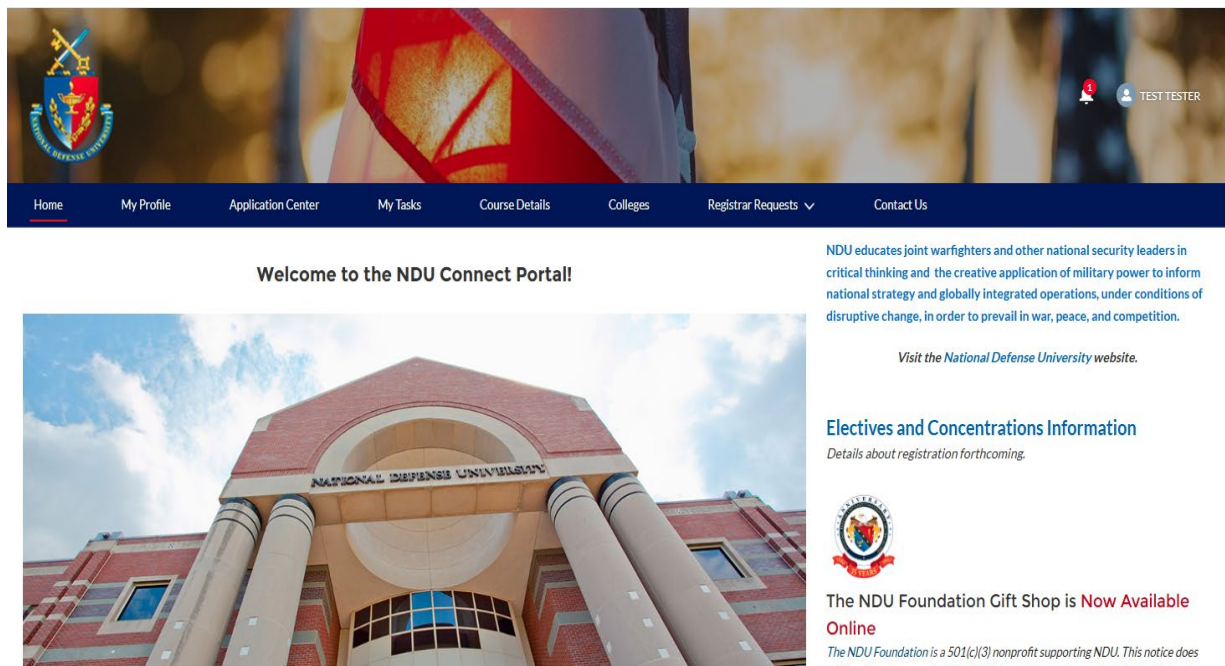
This document outlines the **enrollment process** at CIC. It provides step-by-step instructions on how students can:

- **Enroll in a course** and
- **Add themselves to a waitlist** if the course is at full capacity

Follow the steps below to navigate the NDU Connect Portal and manage your course selections effectively.

---

Students will log into the NDU Connect Student Portal: <https://ndu.my.site.com/login>



Click the link in the blue navigation bar to view **Course Details**.

On the **left side of the screen**, you'll see a list of all available courses open for enrollment. On the **right side**, you'll find the courses in which you are currently **enrolled, requested or waitlisted**.

To view a course offering click the radio button next to your desired course offering, then click **Next**.

This page displays courses currently available for request or self-registration as well as your course enrollments and registrations.

COURSE OFFERINGS lists the courses that are currently open for request (Registration Type = Requires Approval) or Self-Registration (Registration Type = Self Enrollment). Select the Course Offering from the list below for more information and to request or register for the course. (After registering, return to the Course Details tab to see updates to your enrollments list.)

NDU Connect - Portal Course Offering Select

Course Offerings

1 of 1 item • 0 items selected

Search this list...

Course ...	Offering ...	Start Date	End Date	Registrat...	College
<input type="radio"/> TEST-123_FA25-26_01	ATEST	Oct 1, 2025	Oct 8, 2025	Requires Approval	College of Information and Cyberspace

Next

MY COURSE ENROLLMENTS

Offering Name	Course Offering ID	Status	Reason
ATEST	TEST-123_FA25-26_01	Enrolled	
BTEST	TEST-234_AY24-25_01	Enrolled	

View All

Rank Requested Course Offerings from most desirable to least desirable

You don't have more than one Requested Course Offering to rank.

The next screen will display the course offering details.

Before continuing, make sure to review the **Capacity Status**

Click the **Register** button

Course Offering

TEST-123\_FA25-26\_01

Register

Course	Primary Faculty	Start Date	End Date
ATEST		9/9/2025	12/9/2025

Offering Name	Course
ATEST	ATEST

Course Offering ID	Term
TEST-123_FA25-26_01	Fall Semester 2025

Registration Type	Primary Faculty
Self Enrollment	

Start Date	End Date
9/9/2025	12/9/2025

Delivery Mode	Capacity
Face to Face	20

Grade Mode	Capacity Status
Graded	Under Capacity

Section ID
01

Description

TEST

After clicking Register, select the appropriate program from the list and click **next**:

Strategic Information and Cyberspace Studies

Chief Data Officer

Chief Financial Officer

Chief Information Officer

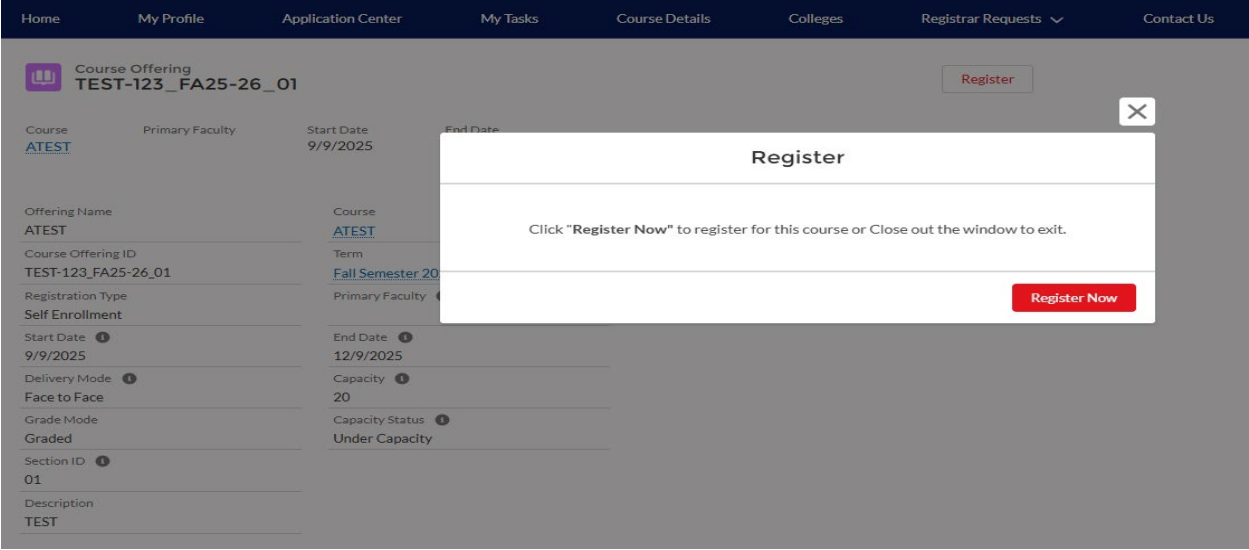
Chief Information Security Officer

Cyber Leadership

CIC-Non Degree

The screenshot displays a web application for course registration. The top navigation bar includes links for Home, My Profile, Application Center, My Tasks, Course Details, Colleges, Registrar Requests, and Contact Us. The main content area shows details for a course offering: TEST-123\_FA25-26\_01. A 'Register' button is visible in the top right corner. A modal window titled 'Register' is open, prompting the user to 'Please select the program which you would like this course to apply to.' The modal contains a dropdown menu for 'Program' with the following options: --None--, --None-- (highlighted), Chief Information Security Officer, Strategic Information and Cyberspace Studies, and Strategic Information and Cyberspace Studies (Online). The background shows course details such as Course Offering ID, Start Date, End Date, Capacity, and Capacity Status.

To enroll in the course, click **Register Now Button** .



**You'll receive a confirmation message** indicating that you have requested enrollment.

Return to **Course Details** to see requested courses in **My Course Enrollments**.

HomeMy ProfileApplication CenterMy TasksCourse DetailsCollegesRegistrar RequestsContact Us

This page displays courses currently available for request or self-registration as well as your course enrollments and registrations.

COURSE OFFERINGS lists the courses that are currently open for request (Registration Type = Requires Approval) or Self-Registration (Registration Type = Self Enrollment). Select the Course Offering from the list below for more information and to request or register for the course. (After registering, return to the Course Details tab to see updates to your enrollments list.)

NDU Connect - Portal Course Offering Select

Course Offerings

15 of 15 Items • 0 Items selected

Course ...	Offering ...	Start Date	End Date	Registrat...	College
<input type="radio"/> CIC-6151_FAL25-26_05	Information Warfare Strategy	Sep 8, 2025	Nov 30, 2025	Requires Approval	College of Information and Cyberspace
<input type="radio"/> CIC-6159_FAL25-26_05	Strategic Art for the Cyber and Information	Sep 8, 2025	Nov 30, 2025	Requires Approval	College of Information and

MY COURSE ENROLLMENTS lists your course enrollments and their status. If you have two or more courses with Status = Requested, please drag and drop them in the order that indicates your order of preference.

MY COURSE ENROLLMENTS

Offering Name	Course Offering ID	Status	Reason
ATEST	TEST-123_FA25-26_01	Enrolled	
BTEST	TEST-234_AY24-25_01	Enrolled	
Emerging and Disruptive Technologies	CIC-6443_FAL25-26_02	Waitlist	

[View All](#)


Rank Requested Course Offerings from most desirable to lea...

You don't have more than one Requested Course Offering to rank.

Students can also place themselves on a **waitlist for courses that are at or over capacity**

Repeat the previous steps to navigate to the **course offering details page** and take notice of the **capacity status**

Home	My Profile	Application Center	My Tasks	Course Details	Colleges	Registrar Requests ▾
------	------------	--------------------	----------	----------------	----------	----------------------



Course Offering  
CIC-6443\_FAL25-26\_02

Register

Course <a href="#">Emerging and Disruptive Technologies</a>	Primary Faculty <a href="#">Michael D Love</a>	Start Date 9/8/2025	End Date 11/30/2025
--	---	------------------------	------------------------

Offering Name <a href="#">Emerging and Disruptive Technologies</a>	Course <a href="#">Emerging and Disruptive Technologies</a>
Course Offering ID CIC-6443_FAL25-26_02	Term <a href="#">Fall Trimester 2025</a>
Registration Type <b>Requires Approval</b>	Primary Faculty ⓘ <a href="#">Michael D Love</a>
Start Date ⓘ 9/8/2025	End Date ⓘ 11/30/2025
Delivery Mode ⓘ <b>Online</b>	Capacity ⓘ 20
Grade Mode <b>Graded</b>	Capacity Status ⓘ <b>Over Capacity</b>
Section ID ⓘ 02	
Description	

**To add your name** to the waitlist, select **Register**.

After clicking Register, select the appropriate program from the list and click next:

Strategic Information and Cyberspace Studies

Chief Data Officer

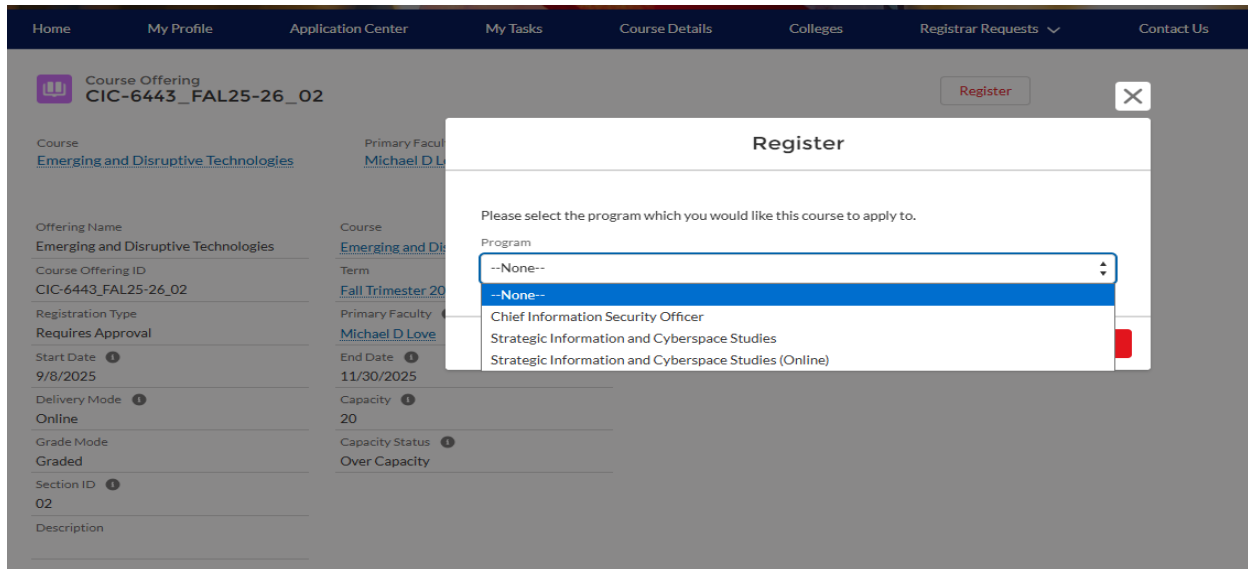
Chief Financial Officer

Chief Information Officer

Chief Information Security Officer

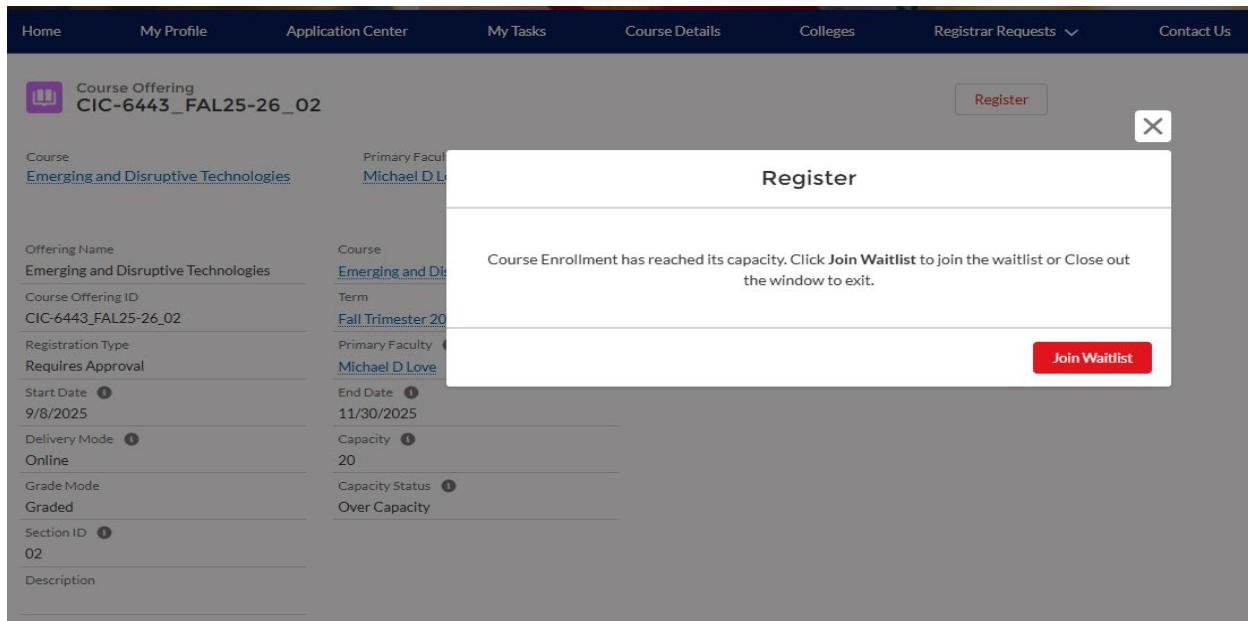
Cyber Leadership

CIC-Non Degree



If the course is **At or Over Capacity**, you'll be prompted to join the waitlist.

If you wish to proceed, simply click the **Join Waitlist** button.



**You'll receive a confirmation message** indicating that you've been successfully added to the waitlist.

HomeMy ProfileApplication CenterMy TasksCourse DetailsCollegesRegistrar RequestsContact Us

Course Offering

CIC-6443\_FAL25-26\_02

Register

Course

Emerging and Disruptive Technologies

Primary Faculty

Michael D Love

Start Date

End Date

Offering Name

Emerging and Disruptive Technologies

Course Offering ID

CIC-6443\_FAL25-26\_02

Registration Type

Requires Approval

Start Date

9/8/2025

Delivery Mode

Online

Grade Mode

Graded

Section ID

Course

Emerging and Disruptive Technologies

Term

Fall Trimester 2025

Primary Faculty

Michael D Love

End Date

11/30/2025

Capacity

20

Capacity Status

Over Capacity

Register

You have been added to the wait list for this course. Thank you.

Done

Return to the **Course Details** page to view your waitlisted course under **My Course Enrollments**.

HomeMy ProfileApplication CenterMy TasksCourse DetailsCollegesRegistrar RequestsContact Us

This page displays courses currently available for request or self-registration as well as your course enrollments and registrations.

COURSE OFFERINGS lists the courses that are currently open for request (Registration Type = Requires Approval) or Self-Registration (Registration Type = Self Enrollment). Select the Course Offering from the list below for more information and to request or register for the course. (After registering, return to the Course Details tab to see updates to your enrollments list.)

NDU Connect - Portal Course Offering Select

Course Offerings

15 of 15 items • 0 items selected

Course ...

Offering ...

Start Date

End Date

Registrat...

College

26\_01

White House, Congress, and the Budget

Sep 8, 2025

Nov 30, 2025

Requires Approval

College of Information and Cyberspace

CIC-6606\_FAL25-26\_01

White House, Congress, and the Budget

Sep 8, 2025

Nov 30, 2025

Requires Approval

College of Information and Cyberspace

CIC-

Risk Management, Internal

Requires Approval

College of Information and Cyberspace

MY COURSE ENROLLMENTS lists your course enrollments and their status. If you have two or more courses with Status = Requested, please drag and drop them in the order that indicates your order of preference.

MY COURSE ENROLLMENTS

Offering Name	Course Offering ID	Status	Reason
BTEST	TEST-234_AY24-25_01	Enrolled	
Emerging and Disruptive Technologies	CIC-6443_FAL25-26_02	Waitlist	

View All

Rank Requested Course Offerings from most desirable to least desirable

You don't have more than one Requested Course Offering to rank.