1. Log on to www.northlandcollege.edu
2. Click on MyNCTC, then select eServices, and select StarID.
3. Click Activate StarID and then click on Tech ID (Student ID).
4. Select Northland Community & Technical College, enter your Tech ID, and Social Security Number and click continue.

      StarID/Username ______ ______ ______ ______ ______ ______ ______ ______
      (You will use this each time you login to web registration and for completing the web registration process)

5. It will prompt you to create your PASSWORD. Your password must follow this criteria:
   - Password must be between 8 and 128 characters long.
   - Password must contain 3 of these types of characters: Uppercase, lowercase, numbers, special characters
     Special characters include: !@#$%^&*()[]{}+=<>
   - Password may not have been used before.
   - Password may not contain your first name or last name if they are longer than 2 characters

      Password: ______________________________________________________________________________
      (You will use this each time you login to web registration and for completing the web registration process)

6. Check the box to acknowledge, click continue.
7. Close the current tab.
8. Select Register for Classes (Pencil icon on right hand side).
9. Read through the Online Class Registration Information and click on the Sign In to Register button.
10. Login using your StarID and Password. If you want your name to be on your print-out, please check box on middle of the screen that says □ Display Name.
11. Click on Courses & Registration on the left side of the screen.
12. Click on Registration Holds. Change semester if needed. If you have a hold, it may block your registration. Please see the appropriate department to assist you with the hold.

      High School Transcript Reciprocity Assessment Change in Student Status Form
      College Transcript Immunization Fee Other

    Click Quick Add (Register). Change semester if needed. You can enter up to 8 course ids and then click Register. Enter your Access Code ______ ______ ______ ______ ______ ______. Enter your password and click on Register. To see your class schedule; scroll down and click on View/Modify Schedule.
14. If you do not know the course id click on Search for a course. You are now in the “Basic Search.” You may need to change the semester. If you don’t know the Course ID numbers, click in to the “Subject” field and choose the subject you want to search. Click on Search. Once you find the course and section you want, click on Add. Course has been added to Wish List. Click OK. Click on Review My Plan on left side of screen. Click box to the left of course. Click Select Course(s) to proceed to Register. Enter password. Click Register.
15. To drop a class, click on View/Modify Schedule. Click on the “x” in the circle next to the class you want to drop. Enter password. Click on Drop/Withdraw.
16. After selecting View/Modify Schedule click on link to Print Schedule in the upper right of the schedule, choose Open, then click printer icon, and then print button again.
17. Do not forget to get your Student ID photo taken. Follow the procedure for the campus on which you are located.

Name of my Program

Program Contact

Northland Email Address Login: StarID
Northland Email Address Password: StarID Password
Email address: first name.lastname@student.northlandcollege.edu

Please check Northland email often
Get the app – it’s free! Look for MyNCTC in the app store!