Sonisweb Log-in Instructions

1. Log on to www.goodwinsonisweb.com or click on the link under Current Students on the Goodwin College Website www.goodwin.edu. Then select the icon for Sonisweb.

2. Enter your student identification number.

3. Enter your six digit Personal Identification Number (PIN).
   Contact the Goodwin College IT Helpdesk at (860) 727-6743 if you need assistance.
Sonisweb Registration Instructions

1. Click on the “General” option on the left of the screen, then the “Update Bio” option from the list.

2. Update your address, city, state, zip code and phone number then click submit at the bottom of the page. Please note that updating your contact information helps the College to stay in contact with you for important notices and information.

3. Click on the “Academic” option, then the holds option from the list on the left side of the page.
4. Then click on the Business Registration Agreement.

5. Read the below agreement and then click “I accept” or “Cancel”.

6. If you have any additional holds they will be listed here. Please contact the office(s) listed underneath holds in order to proceed with registering. All holds have to be removed before you can register for classes.
7. Click on the “Academic” option, then the “Registration” option from the list on the left side of the page.

8. Use the letters in blue to find the course you wish to register for, then click the Course Code for the section you want

   a. Complete this step for each course you wish to register for
9. To officially register for the course(s) you’ve selected, click **Continue Registration Process**.

![Image showing the registration process]

10. Next click “Continue Registration Process” to add your select courses to your schedule.

![Image showing the registration process with courses selected]

11. Click Return after you see the charges for your course(s).
12. Click on “Academics” on the left side of the screen then click on “Schedule”. Please print a copy of your schedule for the semester.

13. To remove a course from your cart, click the **Course Code** for that course
   a. To officially remove the course from your cart, click **Confirm Removal**

**Course Codes Legend:**
- **Blue**: Open for registration
- **Red**: Course is full

**NOTE**: To be placed on the Waitlist for a course with no openings, click the underlined number in the **Wait** column for the course you want