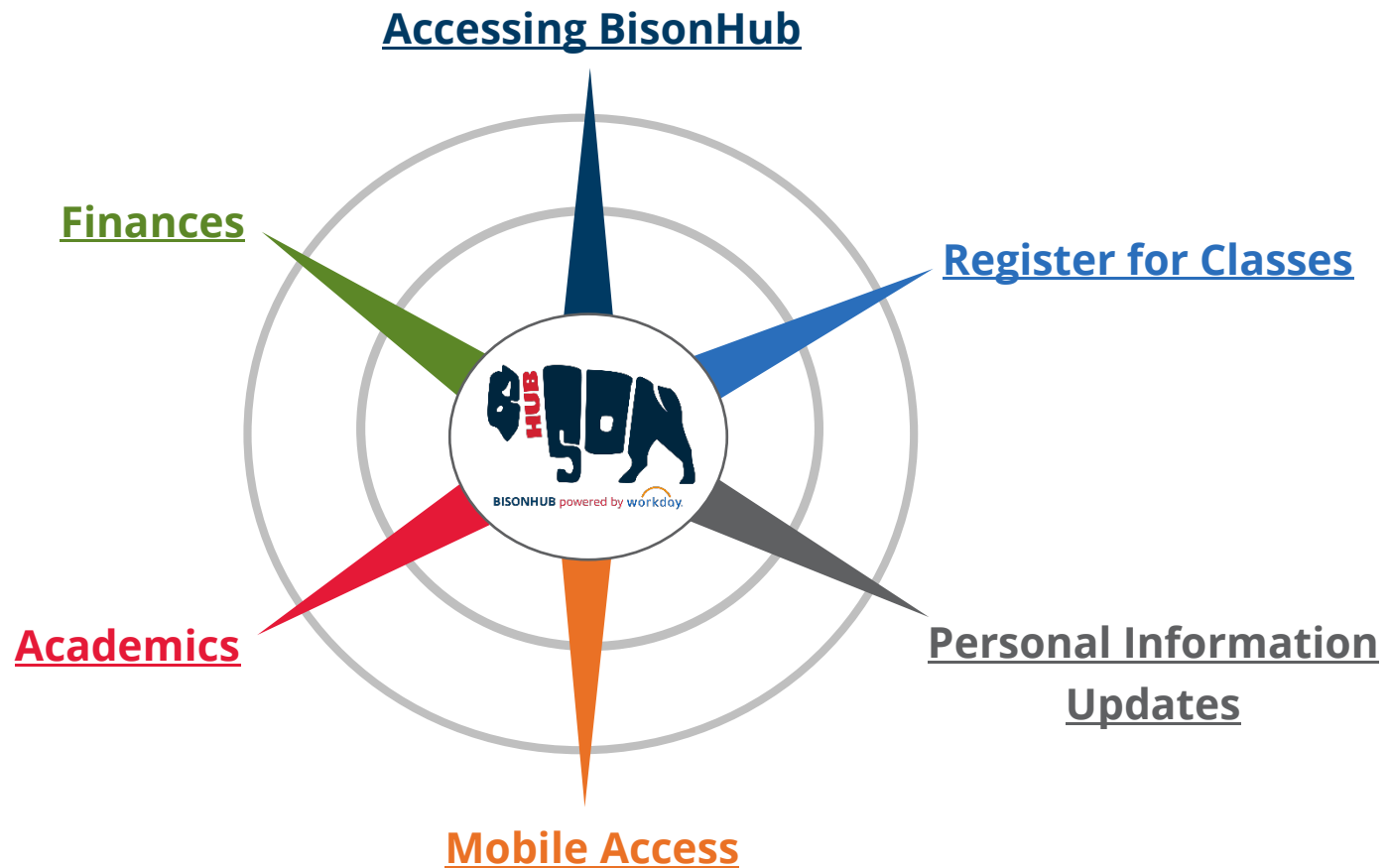






# BisonHub - Student Reference Guide

Click [HERE](#) to access the BisonHub 101 Student course in Canvas for all student BisonHub training material.



Click topics below to view common FAQs and supporting training material.




# Accessing BisonHub

Topic	Questions	Resources	Contact
<p><b>Accessing BisonHub</b></p> 	<p>I <b>can't login</b>, what should I do?</p>	<p><a href="#">Video - How to login to BisonHub Demo</a></p> <p><a href="#">Job Aid - How to login to BisonHub</a></p>	<p>Enterprise Technology Services (ETS)            Email: <a href="mailto:huhelpdesk@howard.edu">huhelpdesk@howard.edu</a>            Phone: 202-806-2020</p>
<p><b>Navigation</b></p> 	<p>How do I <b>Navigate BisonHub</b>?</p>	<p><a href="#">Video - Student Home Page &amp; Student Profile</a></p> <p><a href="#">Student Quick Guide</a></p> <p><a href="#">QRG - Student Profile Overview</a></p>	
<p><b>First Steps</b></p> 	<p>What are my <b>first steps in BisonHub</b>?</p>	<p><a href="#">Video - Configure Search</a></p> <p><a href="#">Job Aid - Configure Search</a></p> <p><a href="#">Job Aid - My Tasks Process Flow</a></p>	<p>Contact your specific Academic Advisor</p>
<p><b>New Student Onboarding</b></p> 	<p><b>New Students</b> – What do I need to do for <b>Onboarding</b>?</p>	<p><a href="#">Video - New Student Onboarding Demo</a></p> <p><a href="#">QRG - New Undergraduate Student Onboarding</a></p>	




# Register for Classes

Topic	Questions	Resources	Contact
<p><b>Holds</b></p> 	<p>I have a <b>hold</b>, what should I do?</p>	<p><a href="#">Video - Holds on Student Record</a>  <a href="#">Job Aid - Holds on Student Record</a></p>	<p>Contact office listed for the Hold</p>
<p><b>Undergrad Registration</b></p> 	<p>What do I need to do before <b>registering for classes</b>?</p>	<p><a href="#">Video - Create Saved Schedule</a>  <a href="#">Video - View &amp; Update Saved Schedule</a>  <a href="#">Job Aid - Create, View &amp; Update Saved Schedule</a></p>	<p><i>Note: If functionality is limited in mobile, try logging into <a href="#">BisonHub</a> via <a href="#">AccessHU</a></i>            Contact your specific Academic Advisor</p>
	<p>How do I see <b>course availability</b>?</p>	<p><a href="#">Video - Find Course Sections</a>  <a href="#">Video - View Course Section Details</a>  <a href="#">Job Aid - View Course Section Details</a></p>	<p>Contact your specific Academic Advisor</p>
	<p>How do I <b>register or update my registration</b>?</p>	<p><a href="#">Video - Register from Academic Plan</a>  <a href="#">Video - Register from Find Course Sections</a>  <a href="#">Video - Register from Saved Schedule</a>  <a href="#">Video - Registration Restrictions</a>  <a href="#">Video - Registration Swap</a></p>	




		<a href="#">Job Aid - Waitlist</a>	
	I can't register for a course I need?	<a href="#">Video - Troubleshoot Registration</a> <a href="#">QRG - Troubleshoot Registration</a>	
	How do I drop or withdraw from a course?	<a href="#">Video - Drop Courses</a> <a href="#">Job Aid - Withdraw from or Drop Courses</a>	
	What do I need to do before registering for classes? I started after Fall 2023	<a href="#">Video - Post Fall 2023 Create Academic Plan</a>	Office of the Registrar Email: <a href="mailto:registrar@howard.edu">registrar@howard.edu</a> Phone: 202-806-2705
	What do I need to do before registering for classes? I started before Fall 2023	<a href="#">Video - Pre Fall 2023 Create Academic Plan</a>	
<b>Graduate Registration</b> 	What do I need to do before registering for classes?	<a href="#">Video - Create, View &amp; Update Saved Schedule</a> <a href="#">Job Aid - Create, View &amp; Update Saved Schedule</a>	<i>Note: If functionality is limited in mobile, try logging into <a href="#">BisonHub</a> via <a href="#">AccessHU</a></i>  Contact your specific Academic Advisor
	How do I see course availability?	<a href="#">Video - View Course Section Details</a> <a href="#">Video - Find Course Sections</a> <a href="#">Job Aid - View Course Section Details</a>	
	How do I Register or Update my Registration?	<a href="#">Video - Register from Find Course Sections</a>	


		<a href="#"><u>Video - Register from Saved Schedule</u></a>	
		<a href="#"><u>Video - Registration Restrictions</u></a>	
		<a href="#"><u>Job Aid - Self-Registration for Courses (Grad &amp; Prof self-reg)</u></a>	
		<a href="#"><u>Job Aid - Waitlist</u></a>	

# Personal Information Updates

Topic	Questions	Resources	Contact
<b>Personal Information Updates</b> 	How do I <b>update my profile</b> ?	<a href="#">Video - Maintaining Your Profile Information</a>	Office of the Registrar Email: <a href="mailto:registrar@howard.edu">registrar@howard.edu</a> Phone: 202-806-2705
	How do I <b>update my address</b> ?	<a href="#">Job Aid - Change Address</a>	
	How do I <b>change my Legal Name</b> ?	<a href="#">Job Aid - Change Legal Name</a>	
<b>Third Party Access</b> 	How do I <b>grant permission for my parent or guardian</b> to access my records or make payments?	<a href="#">Video - Step 1 - Update Contact &amp; Third-Party Information</a> <a href="#">Video - Step 2 - Manage Third-Party Permissions</a> <a href="#">Job Aid - Manage Third-Party (FERPA) Permission</a> <a href="#">Job Aid - Third-Party Access to Workday (for Third-Parties)</a>	
<b>Both an Employee &amp; Student</b> 	I'm an <b>employee and a student</b> , what do I need to know?	<a href="#">Job Aid - Tuition Remission</a> <a href="#">Job Aid - Switching between Employee and Student Profiles (for student employees only)</a>	Tuition Remission is managed by Human Resources: <a href="https://hr.howard.edu/working-hu/tuition-benefits">https://hr.howard.edu/working-hu/tuition-benefits</a>



# Academics

Topic	Questions	Resources	Contact
<b>Academic Information</b> 	How do I <b>review my academic information</b> ?	<a href="#">Video - Academics Hub</a> <a href="#">QRG - Academics Hub</a> <a href="#">Video - Student Profile - Academics Tab</a> <a href="#">QRG - Student Profile - Academics Tab</a>	Office of the Registrar Email: <a href="mailto:registrar@howard.edu">registrar@howard.edu</a> Phone: 202-806-2705
	How do I know what the <b>requirements are for my major</b> ?	<a href="#">Video - View My Academic Progress</a> <a href="#">Job Aid - Academic Progress Report</a>	Contact your specific Academic Advisor
<b>Changing Major or Minor</b> 	How do I <b>change my program of study</b> ?	<a href="#">Video - Add, Change, or Remove Program of Study</a> <a href="#">Job Aid - Add, Change, or Remove Program of Study</a>	Contact your specific Academic Advisor
	I'm <b>thinking about changing my major</b> , how will courses I have taken count towards this major?	<a href="#">Video - Evaluate Academic Requirements for Major/Minor Change</a> <a href="#">Job Aid - Evaluate Academic Requirements for Major/Minor Change</a>	
<b>Unofficial Transcripts</b> 	How do I view my <b>unofficial transcript</b> ?	<a href="#">Video - Generate Unofficial Transcript</a> <a href="#">Job Aid - Generate Unofficial Transcript</a>	Office of the Registrar Email: <a href="mailto:registrar@howard.edu">registrar@howard.edu</a> Phone: 202-806-2705

<p><b>Withdrawal from University</b></p> 	<p>How do I <b>withdraw</b> from Howard University?</p>	<p><a href="#">Video - Request Institutional Withdraw</a></p>	



# Finances


Topic	Questions	Resources	Contact
<b>Holds</b> 	I have a <b>hold</b> , what should I do?	<a href="#">Video - Holds on Student Record</a> <a href="#">Job Aid - Holds on Student Record</a>	Contact office listed for the Hold
<b>Financial Aid</b> 	How do I <b>view my financial aid and my bill</b> ?	<a href="#">Video - Financials Hub</a> <a href="#">QRG - Financials Hub</a>	<a href="#">Student Fees and Charges</a>
	What <b>financial aid do I receive</b> ?	<a href="#">Video - Navigate Financial Aid Package</a> <a href="#">Job Aid - Financial Aid Award and Action Items</a>	<i>Note: If functionality is limited in mobile, try logging into <a href="#">BisonHub</a> via <a href="#">AccessHU</a></i>
	How do I <b>accept my financial aid</b> ?	<a href="#">Video - Accept and Decline Award</a> <a href="#">Job Aid - Guide to Accepting and Declining Loans</a>	Financial Aid Office - Grants, Scholarships, Loans Email: <a href="mailto:finaid@howard.edu">finaid@howard.edu</a>
	How do I <b>complete my financial aid action items</b> ?	<a href="#">Video - Complete Financial Aid Action Items</a> <a href="#">Job Aid - Complete Inceptia Verification</a>	Contact: <a href="http://financialservices.howard.edu/contact">financialservices.howard.edu/contact</a>
	How do I <b>view my balance due now</b> ?	<a href="#">Video - View Due Now and Full Balance</a> <a href="#">Job Aid - View Balance Due Now</a> <a href="#">Job Aid - View Balance</a>	<i>Note: If functionality is limited in mobile, try logging into <a href="#">BisonHub</a> via <a href="#">AccessHU</a></i>

**Student  
Financials**



<p><b>Student Financials</b></p>	<p>How do I <b>make a payment</b>?</p>	<p><a href="#">Video - <b>Make Payments</b></a></p> <p><a href="#">Job Aid - <b>Make a Payment</b></a></p> <p><a href="#">Video - <b>Joint Bursar-FA Student Support Session</b></a></p>	<p>Bursar's Office (Tuition and Fees)            Email: <a href="mailto:bursarhelp@howard.edu">bursarhelp@howard.edu</a>            Phone: 855-490-2875</p> <p><a href="#">How to Make Payments   Howard University   Student Financial Services</a></p>
	<p>How do I <b>set up Direct Deposit (payment elections)</b>?</p>	<p><a href="#">Video - <b>Make Payment Elections</b></a></p> <p><a href="#">Job Aid - <b>Make Payment Elections</b></a></p>	
	<p>How do I <b>view and print my statement</b>?</p>	<p><a href="#">Video - <b>View and Print Statement</b></a></p> <p><a href="#">Job Aid - <b>View and Print Statement</b></a></p>	
	<p>Can I <b>view and print my 1098T</b>?</p>	<p><a href="#">Video - <b>View and Print 1098T</b></a></p> <p><a href="#">Job Aid - <b>View and Print 1098T</b></a></p>	
	<p>Can <b>someone else complete a payment in ePay</b> for me?</p>	<p><a href="#">Job Aid - <b>Third Party Authorized Users processes in ePay</b></a></p>	

# Mobile

Topic	Questions	Resources	Contact
<p><b>Mobile Access</b></p> 	<p>I want to <b>use my phone to access BisonHub</b>, what do I do?</p>	<p><a href="#">Video - <b>BisonHub Mobile Device Access</b></a> <a href="#">Job Aid - <b>Access BisonHub Mobile</b></a> <a href="#">QRG - <b>Mobile Actions for Students</b></a></p>	<p><i>Note: If functionality is limited in mobile, try logging into <a href="#">BisonHub via AccessHU</a></i></p>