Instructions to Complete Consent to Enrollment Terms and Conditions

Please note that consent is completed through the Student Self-Service Center. There are two ways to accept enrollment terms and conditions from the Self-Service Center.

Enter the Self-Service Center
- http://hartford.edu
- Click on the Self-Service link (top, right of page)
- Click on Secure Login
- Enter your User ID and PIN
- Click on Login

1. Direct Process
   a. Click on Student Main Menu
   b. Click on Consent to Enrollment Terms and Conditions
   c. Select a Term
      i. You must select the actual term that corresponds to your registration.
      ii. Then click Submit
   d. Read the terms and conditions
      i. Click the Accept Electronic Consent button
      ii. Then click Submit

2. Through the Registration Process
   a. Student Main Menu
   b. Click on Registration
   c. Click on Select a Term, and Submit
   d. Click on Add/Drop Classes
      i. The Enrollment Terms and Conditions will pop up. Scroll to Accept Electronic Consent, Submit
   e. Enter Registration PIN, Submit
   f. Register for classes

Directions to Self-Service Center
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