

one.bellarmino.edu

Viewing Your Class Schedule

Here are step-by-step instructions for students on how to view your schedule online:

1. Go to one.bellarmino.edu, then click on the “**One Login**” button in the upper right hand corner of the page.
2. Log in using your **Bellarmino email address** (ex. jdoe@bellarmino.edu) and password. You will land on your One Bellarmino Student Dashboard page. *(If you are unsure of your login credentials, please contact the Technology Support Center at 502.272.8301).*
3. On the upper left side of your Student Dashboard page, click the Self-Service button to take you to the Self-Service main menu page.
4. From there select **Student Planning** and click, “Go to Plan & Schedule”.
5. If you don’t land on the semester you’re looking for, hit the “>” arrow next to the term displayed to find your desired semester.
6. Your schedule will display. The number of credits for which you are registered display as “Enrolled” in the upper right of the screen:
 - Courses that are in a planned status show in **yellow** and are **not registered**.
 - Courses for which you are **registered** show in **green**.
7. Textbook information is found by clicking the name of the course and scrolling to the bottom of the course detail window.

Questions? Contact the Registrar’s Office at registrar@bellarmino.edu