

How to Register Review

A step-by-step guide to navigate the registration portal

Labouré
COLLEGE OF HEALTHCARE

Logging In

- In your web browser, navigate to my.laboure.edu. Click **Login**. **Step 1**
- Sign in with your student email credentials.

Laboure
COLLEGE OF HEALTHCARE

Home Downloadable Forms Admissions Campus Life

Need to login via a different method? [Login Here](#)

Laboure
COLLEGE OF HEALTHCARE

Sign in

FirstName_LastName@students.laboure.edu

Can't access your account?

Next

Sign in using your full email address in the below format:

Students:
FirstName_LastName@students.laboure.edu

Faculty and Staff: FirstName_LastName@laboure.edu



Step 1: Enter “my.laboure.edu” into your web browser. Use Google Chrome or Firefox.

Step 2: Click on the **Orange login** and sign in using your LCH Email Credentials and follow the prompts.

The screenshot shows a web browser window with the URL <https://my.laboure.edu/ics>. The page header features the Labouré College of Healthcare logo and a navigation menu. The 'Student' tab in the navigation menu is circled in red. The main content area displays 'Welcome to Labouré College of Healthcare' and two columns of information: 'Labouré College of Healthcare Hours' and 'College Announcements'.

Step 3

Home Office of Institutional Effectiveness Learner Success Lab Employee Reopening Info Strategic Planning More ^

Downloadable Forms Admissions Faculty **Student** Library Services Advisor Campus Life My Pages

Welcome to Labouré College of Healthcare

Labouré College of Healthcare Hours

College Remote Hours (All Departments):
Monday - Friday: 8:30 am - 5:00 pm

For more information about Admissions, please call (617)-322-3575 or email Admissions@laboure.edu

For more information about the Welcome Center, please call (617)-322-3517 or email WelcomeCenter@laboure.edu

For more information about the Student Success Center, please call (617)-322-3579 or email StudentSuccess@laboure.edu

College Announcements

Inclement Weather Information

Mon, Nov 1 2021 at 11:55 PM

Cancellation of Classes
Announcements about class cancellations due to inclement weather will be broadcast by the following radio stations:

Step 3: Click the “Student” tab at the top of the page.

Student Home | Student | Welco X

https://my.laboure.edu/ICS/Student/

RD Web Access Staff Links MAP BORN FAQs 9_12_22.d... Homepage - Laboure HSRSP23.xlsx Laboure College of He...

Website

- IT Support and Guides
- Laboure College Facebook
- Laboure College Website
- Laboure College Twitter
- Laboure College Financial Aid Website
- Private Loans - ELM
- Private Loans - Credible
- Brightspace

Important Dates

From the President's Office: Spring Listening Sessions

Students across all programs are welcome to participate in Laboure's Student Listening Sessions with President Hsu. These sessions are optional to attend. They are an opportunity for all students to share any concerns or questions they have about their studies or happenings at the College. Most sessions will take place via Zoom. Please review the full list of sessions below for dates and times.

During the Fall semester, many students took the opportunity to chat about a variety of topics. [Click here to access a summary of the issues discussed at the Fall sessions.](#)

Spring Listening Session Dates / Times

- Monday, February 6, 2023 at 11:30am
- Tuesday, February 7, 2023 at 3pm (in person classroom TBD and Zoom)
- Thursday, February 9, 2023 at 2:30pm

We look forward to seeing and hearing from all of you! Zoom link below.
<https://laboure-edu.zoom.us/j/82921685685?pwd=OEZsUzZ0VmdlQ0QrUHNxcnpCdTJlQ0Q0O9>

Meeting ID: 829 2168 5685
Passcode: 025230

register for courses.

If you are not sure about the courses you should select, the day or time you are eligible to register, or have questions about registration, an Academic Advisor in the Student Success Center can help. For an advising appointment, please contact (617)322-3579.

Thank you!

Register for Classes

Course Search

Alert: The Add and Drop Period is closed but you may be able to add or drop one or more registrations.

Current Term : 2023 Spring
Add Period Closed / Drop Period Closed

[Course Search](#)

Step 4

Step 4: Scroll down and click “Register for Classes” on the right hand side. It should be halfway down the page.

Register for Classes

Add/Drop

Financial Responsibility Statement

Student Agreement

Financial Responsibility Statement

I understand that Labouré College will withhold all diplomas, grades and academic transcripts from students who have an outstanding overdue debt or have defaulted on their loan agreement. I understand that if any overdue obligation is referred to an outside agency or attorney for the collection efforts and or legal suit, the debt is increased to cover all reasonable costs of collection, such as collection agency fees, attorney fees, and court costs. In this instance, the account will not be held by the College, and the student will have to direct all inquiries and payments to the collection agency.

The actual amount of financial aid or tuition assistance that Labouré College receives depends on my continued eligibility, the timely submission of appropriate paperwork and my future registration for the appropriate course load. I understand that all tuition due is my ultimate responsibility. If for whatever reason financial aid or tuition assistance is not received by Labouré College to apply against my balance or the amount of financial aid or tuition assistance does not exceed my student account balance, I agree to pay all unpaid tuition balances when required. Failure to pay according to guidelines will result in loss of privilege to register for next term. If I am on the payment plan and do not pay according to guidelines, I will lose my privilege to be on the payment plan in future terms.

1. I agree with the conditions outlined in the previous statement. *Required

Yes.

No. (This means you will not be able to register for classes)

Step 5: Before you can search for classes, you must read the **Financial Responsibility Statement** and select “Yes”.

Step 6: Click “Submit”.

Register for Classes - Add/Drop Courses

Add/Drop

Terms:
The Add and Drop Period is closed but you may be able to add or drop one or more registrations.

Course Search

Title:

Course Code:

Term:

Department:

Division: **Step 7**

Step 8

Associate Level coursework

Non Degree Seeking AS Level

Non-Credit Level coursework

Undergraduate Level coursework

No Current Courses for t

[My Account Info](#)

Step 7: Do not fill in any boxes. Under "Division", select your program.

Step 8: Click Search.

Note: Do Not type anything in the Title and/or Course Code Fields, leave those blank and click Search.

Step 9

Search

Other previously selected search criteria still apply.

Add	Textbooks	Course code	Name	Faculty	Seats Open	Status	Schedule	Credits	Be
<input type="checkbox"/>		ETH 3210 F O	Domains/Dilem.	Stagnaro, John	19/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		HSP 3020 C O	Econ & Fin	Richards, Doreen	27/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		HSP 3130 C O	Mmnt of HC Org	David, Mondy Nikkia	26/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		HSP 4050 F O	Strat Leadershi	TBA	16/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		HSP 4090 F O	HC Rev Cy Man	Ochotorena, Vince	27/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		MAT 3410 C O	Ess of Statis.	Feinman, Lisa	26/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		NUR 3110 C O	Prof Nur Pespec	Borgella, Marie A	6/20	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
<input type="checkbox"/>		NUR 3110 F O	Prof Nur Pespec	Doyle, Lynn	11/20	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		NUR 3226 C O	Pathopharmacolo	Stockbridge, Karen	9/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		NUR 3330 C O	Health Assess.	Foley, JoAnne	12/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
<input type="checkbox"/>		NUR 3330 F O	Health Assess.	Foley, JoAnne	13/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
<input type="checkbox"/>		NUR 3445 F O	Comm & Informat	Colman-Brochu, Stephanie	0/30	Waitlisted	Online; Milton - Labouré College, Labouré College	3.00	3/4
		NUR 3660 C O	Evidence Based	Mason, Virginia	5/20	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
<input type="checkbox"/>		NUR 3660 F O	Evidence Based	Mason, Virginia	3/20	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		NUR 4226 C O	Lead Manag II	Doyle, Lynn	17/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
<input type="checkbox"/>		NUR 4226 F O	Lead Manag II	Mason, Virginia	16/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		NUR 4235 C O	Pop Focused HC	Ogbonna, Ifeoma	9/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		NUR 4336 C O	Evi-bae Prac II	Foley, JoAnne	1/21	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4
		NUR 4336 F O	Evi-bae Prac II	Doyle, Lynn	8/20	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4
		NUR 4337 C O	Opi Dis Syndrom	Mason, Virginia	17/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/4

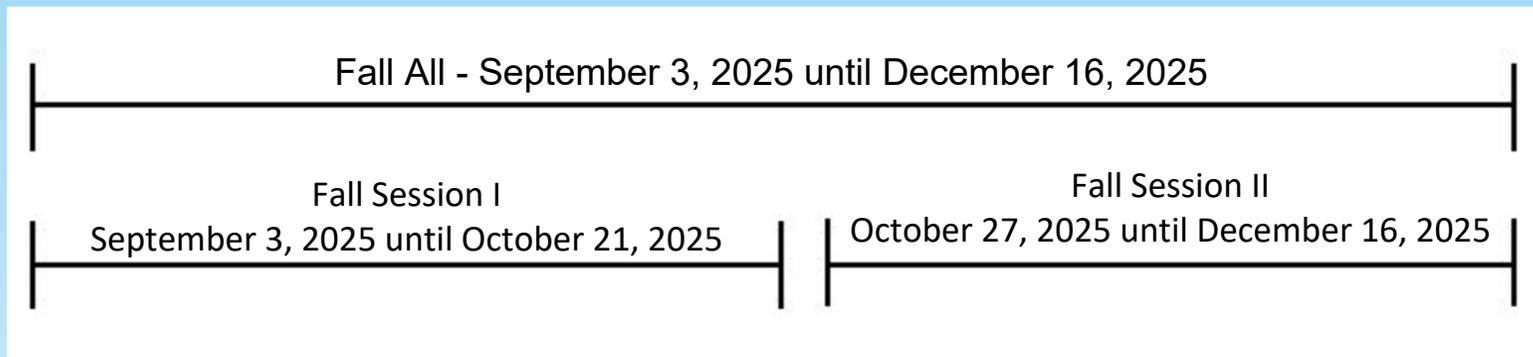
Add Courses

Step 9: All courses available will appear in alphabetical order, so you may have to search through multiple pages to find the course you are looking for.

If you paid your Matriculation Fee a box will appear next to the course on the left. Click that box for the course you want and then click the button “Add Courses” at the bottom of the page.

Also an "O" after a course means it is fully Online, and "H" after a course means it is Hybrid (part on-line, part on campus). The lab and lecture for Science classes have to either both have O or both have H. Some Science courses have a lecture on-line and their lab is on campus.

*If you are registering for a Science, only Hybrid courses will have a Lab listed. So you would need to register for Lecture first and then register for the Hybrid Lab. For example: ANA 1010 A H is the lecture and ANA 101L A1 H is lab.



EOL 213R A O	Record Review	Dionne, Paul John	19/25	Open	Online; Milton - Labouré College, Labouré College	4.00	1/8/2024	4/22/2024
EOL 2401 F O	EEG Review	Baydoun, Debra	13/20	Open	Online; Milton - Labouré College, Labouré College	1.00	3/4/2024	4/22/2024
ETH 1010 C O	Healc Eth	Stagnaro, John	21/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/8/2024	2/26/2024
ETH 1010 F O	Healc Eth	Stagnaro, John	17/30	Open	Online; Milton - Labouré College, Labouré College	3.00	3/4/2024	4/22/2024
HSC 1010 C O	Intro HS	Marks, Adam	23/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/8/2024	2/26/2024
HSC 1020 C O	Med Term	Marks, Adam	29/30	Open	Online; Milton - Labouré College, Labouré College	3.00	1/8/2024	2/26/2024
INT 2100 A O	Integrative Sem	Santi, Tricia Aslanian, Aram	13/40	Open	Online; Milton - Labouré College, Labouré College	4.00	1/8/2024	4/22/2024

Be mindful of when class begin and end dates are listed. Classes are separated into 3 sections: All semester, Session 1, and Session 2. When registration opens, you should register for the entire term, not just the first half.

Remember to make sure you are selecting a course with seats open (19/20 means there are 19 seats open; 0/20 means there are no seats open) and pay attention to the begin/end dates. If there are no available seats, you need to add yourself to a Waitlist by clicking the box next to the course, where you will be given the option to "add to Waitlist".

****Note: Most of Arts and Sciences are online and asynchronous; therefore do not have an exact meeting day/time.****

WHEN TO REGISTER:

Registration will only open for you at a very specific date and time.

Read the Registration Newsletter to determine what day/time you can register for classes. It is published 1-2 weeks before the registration period begins.

It can be found on the top right of the "Student" tab, labeled **"Please Read Before Registration!"**

Do not just read the first page! There is critical information on all pages of the newsletter.

The screenshot shows the Labouré College of Healthcare Student Home page. The browser address bar indicates the URL is <https://my.laboure.edu/ICS/Student/>. The page header includes the Labouré College of Healthcare logo and a navigation menu with items like 'Home', 'Office of Institutional Effectiveness', 'Learner Success Lab', 'Employee Reopening Info', 'Strategic Planning', and 'More'. A breadcrumb trail shows 'You are here: Student > Student Home'. The left sidebar contains a 'Student' menu with options like 'Student Home', 'Student Success Center (SSC)', 'Liquid Compass', 'Financial Aid Information', 'Student Account Information', 'Forms and Reports', and 'TutorMe'. The main content area features a 'Tech Support 24/7' section, a 'Student Announcements' section with a link to 'Student Newsletter - January 20, 2023', and a red-bordered banner that says 'Please Read Before Registration!'. Below the banner, there is text about online and hybrid classes.

Questions?

Please contact the Student Success Center by emailing StudentSuccess@laboure.edu or call (617) 322-3579

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