Instructions for Stonehill Student Activities – Register to Join

Purpose: Students may register to join Campus Clubs, Committees and Organizations

myHill Tab: myCampus

myHill Channel: Stonehill Campus Clubs, Committees & Organizations

myHill Link: Register to Join Campus Clubs, Committees & Organizations

Processing Steps:

1. Log in to myHill. Click on the myCampus tab.

2. In the Stonehill Campus Clubs, Committees & Organizations channel, click Register to Join Campus Clubs, Committees & Organizations.
3. Select the Organization from the drop-down list. Click the **Continue** button.

![Select the Organization and Click the Continue button]

4. Click the **Register for this Activity** button to join. (If you selected the wrong activity, click the **Wrong Activity – Start Again** button.)

![Click this button to Register for the selected Activity]
5. After clicking the **Register for this Activity** button, the page shows that I registered for Dance Club for the Fall 2015 & Spring 2016 semesters, since Dance Club is available for both semesters. Click the **Select another Activity** button to join another activity.

6. The main page shows all your registered activities for the 2015-2016 academic year.
7. For the purpose of the new **Stonehill Achievement Record**, all Class 2018 and 2019 students must participate in at least 75% of all scheduled meetings, events and/or intramural games to be considered an “active participant” for each semester. *(This is an important statement highlighted in yellow below.)*

8. To register for another activity, select another Organization from the drop-down list, and click the **Continue** button.

9. When you are finished, click the Back to myCampus tab link at the top of the page to exit the form.