

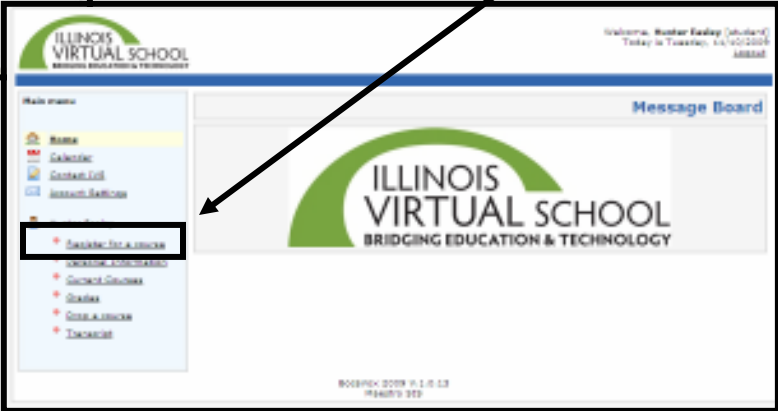
How to Navigate through the Course Request Process...

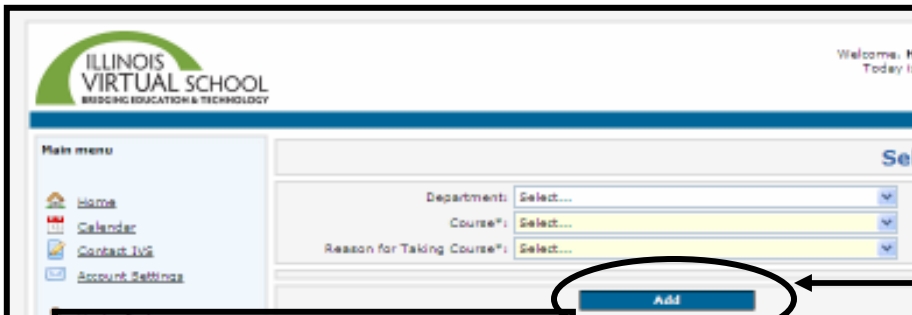


Step 1: From <http://ilvirtual.org>, click on [IVS LOGIN - APPLICATION AND COURSE REQUEST](#) which links to <http://sis.ilvirtual.org>.

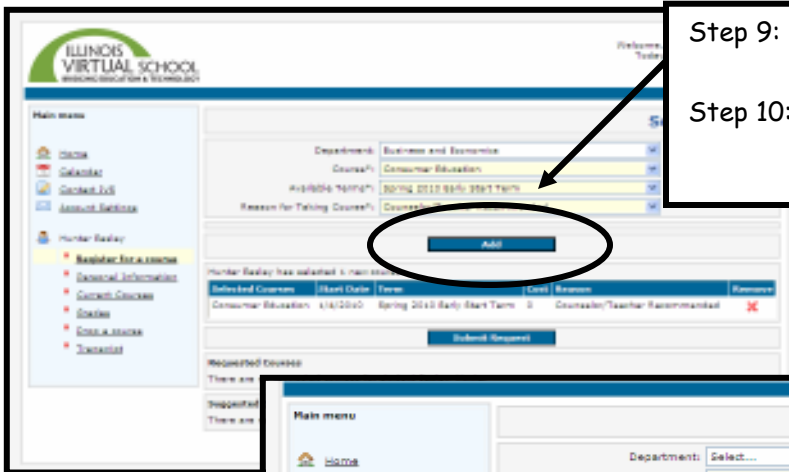
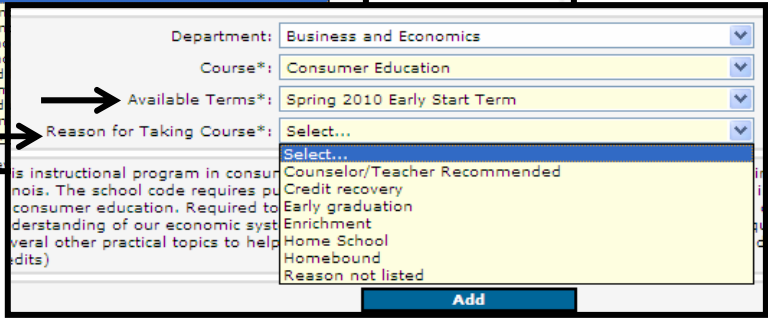
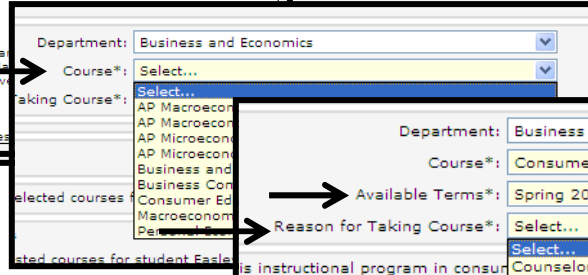
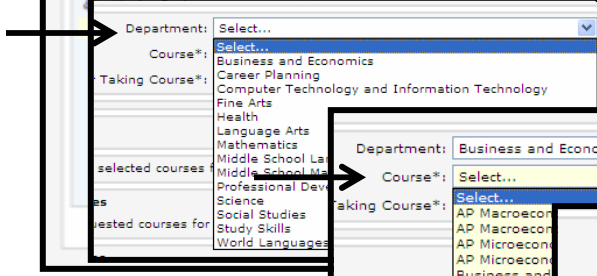
Step 2: Log in .

Step 3: Click on "Register for a course"





- Step 4: Select Department
- Step 5: Select Course
- Step 6: Select Term
- Step 7: Select Reason for Taking Course
- Step 8: Click "Add"



- Step 9: Review Course Request and click "Submit Request".
- Step 10: Screen confirmation. An email is sent to the school's registrar for approval.

