Click on **UH Self-Service**.

Log on using the **student's ID and password**.

Click on **Student Admissions**.

On the left side of your screen, click **New Student Orientation**.

Press the middle yellow **“Register for Conference”** button and you will see your previous date prepopulated in the *Schedule field.

At the bottom, press **“Cancel Registration.”** A confirmation message will appear, select **“Yes”** to cancel your date.

To reschedule, follow steps 8–10. Otherwise end session.

Click on the **New Student Orientation** left tab again.

Select **“Register for Conference”** and select a new date by clicking the magnifying glass beside Schedule.

Click **Submit**. A confirmation message will appear.