
2. In the top right corner of the main page click “My Den”.

3. On the “My Den” page, click the “LeoNet” box.

4. For User ID enter your Logon ID issued which is usually your first initial last name (eg JTEMPLE, KGASPARD). For password, use your password that you created when you were assigned a w number. The default password for new accounts is Smm-dd-yyyy (the letter S followed by the 2-digit month-day and 4-digit year of your DOB; the dashes and 8 digits must be used).

5. Once you have successfully logged in you should see options on the left hand side of the screen. Please note you will not see as many options as pictured below.

6. Click on “Southeastern Dual Enrollment” from the menu and you should see the following options appear:
   - Student Information
   - Class Roster
   - Student Data Summary

7. You are now logged into the Dual Enrollment registration system.