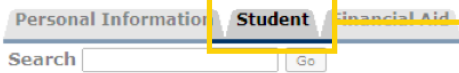


HOW DO I REGISTER?

STEP 1

NAVIGATE TO MY ACADEMICS TAB OF MYSUSCC



Log into mySUSCC and choose the "Student" tab.

Student

- Admissions
Apply for Admission or Review Existing Applications
- Student Profile
- Student Records
View your records and transcripts
- Registration
Check your registration status, class schedule and add or drop classes
- Student Account
View your account summaries, statement/payment history and tax information

Click on "Registration" from the menu items.

STEP 2

GO TO THE ADD OR DROP CLASSES SCREEN

Registration

- Select Term
- Add or Drop Classes
- Look Up Classes
- Concise Student Schedule
- Student Detail Schedule
- Registration Status

Click "Add or Drop Classes" in the Registration Section.

Registration Term

Select a Term: Aug 17, 2020 - Dec 14, 2020

Select your term from the drop down menu and submit.

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pul

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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You will then see the Add or Drop Classes screen. If you know your Course Registration Number (CRN), you can add classes here.

HOW DO I REGISTER?

STEP 3 FIND THE CLASS

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list.

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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[View Holds | Change Class Options | Register]

Click the "Class Search" button at the bottom of the "Add or Drop Classes" screen.

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one field.

Subject:

- Art
- English/Reading
- Health Sciences
- Massage Therapy
- Mathematics
- Music
- Nursing
- Psychology
- Surgical Technology

When looking up classes, select the subject then the course number.

STEP 4 ADD THE CLASS

Look Up Classes

Sections Found

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Ti
<input type="checkbox"/>	10007	ART	100	0	OL	3.000	ART APPRECIATION	M	06
<input checked="" type="checkbox"/>	10026	ART	100	0	OP	3.000	ART APPRECIATION	M	06

Closed classes are indicated with a C and open classes with a checkbox. When you find an open class, click the checkbox and click Register.

Once you see "Web Registered" you have successfully added the class.