Level 6 ENG Courses

0:13
This is how you register for ENG 101 in the system.

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Click on the Student Services tab, then Enrollment Services.

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And lastly, Search for Courses/Register Online.

0:28
A financial responsibility agreement may appear on the screen.

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Scroll down and click I accept (agree), and then submit.

0:37
To add courses in the system, you must click on Register (CCP STUDENTS ONLY).

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Next, you will select the term and then continue.

0:50
In the Part Of Term box, you will select the courses for the full term,

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which are 15A Classes Group A. There are accelerated terms for Fall and

1:00
Spring, which are 10A, 7A, and 7B.

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During the summer, the accelerated terms are 7A and 7N.

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Course offerings may vary for the accelerated terms.

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Type the word "English" in the Subject box.

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The Course Number is 101.

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Then go to the Campus box and identify the location that you

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would like to take the course at.

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If you would like to take the course online, you will type "online

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learning" and it's best to look at each campus location, one at a time.

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In the Attribute box, you will select level 6.

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Then you will click Search.

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Scroll to the bottom and change the Per Page to five-zero (50).

2:03
When looking at the courses, you must look at the days and times

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that the course is being offered.

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The first example is on Tuesday and Thursday from 9:40 AM to 11:10 AM, this

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section is full so you cannot add it.

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Another section is on Tuesdays and Thursdays from 9:40 AM to

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11:10 AM, it is still available.

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You can scroll through to identify a day and time that

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works best for your schedule.

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Once you have done that, you will click the Add button to the right.

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It will show as pending, as long as it is pending, you are NOT registered.

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You must click the submit button in the bottom right hand corner

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and now you are registered.

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To see the day, time, and location of your courses, click

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on the schedule details tab.

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If you would like to switch to a different section, go to the Action: None dropdown

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and click Web Drop, then submit and it removes the course from your record.

3:05
You can now select a different course.