

# How to Register Online

You need an **SSC User ID and Password** to register.

1. Click on the **“My SSC”** link at the upper left of the college homepage.

2. Click on **“My SSC Login”** next to the **“My SSC”** Graphic.



3. Click on the triangle to the Welcome message at the upper right.

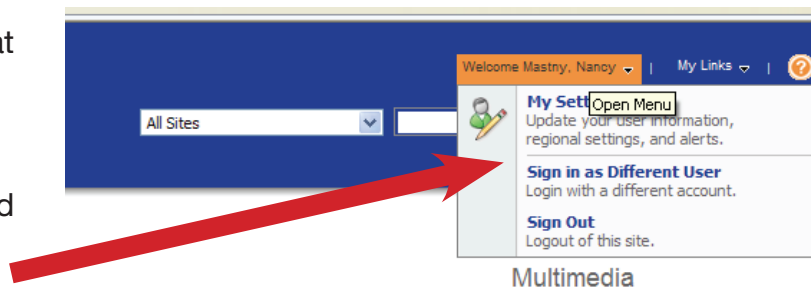
Click on **“Sign in as a Different User.”**

Enter your user name *including student\* and password in the box that comes up.

(example: student\xxxxxxxx)

Remember to type in student\ using the **BACKSLASH** key.)

You are now logged in and your name should appear in the upper right corner after Welcome.



4. Click on **“Register For Sections”** in the menu below.



5. Click on "Search and Register For Sections."

Register for Sections x

\*PLEASE NOTE: The online schedule is a dynamic document that is updated regularly. If the information you are seeing is not yet available

### Register for Sections

Please choose which type of registration you would like to use:

[Search and register for sections](#)  
Use this option if you would like to look for sections, add them to your preferred list of sections and then register for them.

[Register for previously selected sections](#)  
Use this option if you have already placed sections on your preferred list and would like to now register.

[Drop sections](#)  
Use this option if you would like to drop a section. (Other choices also allow you to drop a section while you register for another.)

[Manage my waitlist](#)  
Use this option if you would like to register or remove sections that you are currently waitlisted in.

OK

6. Select the term you are registering for.

Enter the **Subject** you are looking for classes in and the **Course Number** of the class that you want to take.

You may search for more than one class at a time by entering additional classes.

Click **Submit**. You will be taken to a list of class sections available for the course. They will be listed as *Open*, *Closed*, *Waitlist* or *Waitlist Closed*.

You may choose *Open* sections or place yourself on the waitlist for *Waitlist* classes.

Search/Register for Sections x

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Term: **Fall Semester 2010**

Starting On/After Date:

Subject	Course Level	Course Number	Section
English		101	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Sections Meeting After:  Sections Ending Before:

Mon  Tue  Wed  Thu  Fri  Sat  Sunday

Course Title Keyword(s):

Location:  Academic Level:

Instructor's Last Name:

**SUBMIT**

7. Click in the box to the left of the section you would like to register for. Write down the section information (for example ENG-101-031) so that you can quickly find the class again if you become disconnected.

When you have selected all of the classes you would like to register for, click **Submit**.

<input type="checkbox"/>	Fall Semester 2010	Closed	ENG-101-026 Composition & Rhetoric	On Campus	0823/2010-12/15/2010 Lecture/Discussion Monday, Wednesday Main Campus Building, Room 3139
<input type="checkbox"/>	Fall Semester 2010	Waitlist Closed	ENG-101-027 Composition & Rhetoric	On Campus	0823/2010-12/17/2010 Lecture/Discussion Monday, Wednesday Main Campus Building, Room 3139
<input type="checkbox"/>	Fall Semester 2010	Closed	ENG-101-028 Composition & Rhetoric	On Campus	0824/2010-12/16/2010 Lecture/Discussion Tuesday, Thursday Campus Building, Room 3137
<input type="checkbox"/>	Fall Semester 2010	Closed	ENG-101-029 Composition & Rhetoric	On Campus	0824/2010-12/16/2010 Lecture/Discussion Tuesday, Thursday Campus Building, Room 3137
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-030 Composition & Rhetoric	On Campus	08/28/2010-12/18/2010 Lecture/Discussion Saturday 09:00AM- Building, Room 3137
<input checked="" type="checkbox"/>	Fall Semester 2010	Open	ENG-101-031 Composition & Rhetoric	On Campus	08/25/2010-12/15/2010 Lecture/Discussion Wednesday 07:00P College Center, Room 5130 (more)
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-301 Composition & Rhetoric	Online	08/23/2010-12/16/2010 Online Days to be Announced, Times to be Announced
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-302 Composition & Rhetoric	Online	08/23/2010-12/16/2010 Online Days to be Announced, Times to be Announced
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-402 Composition & Rhetoric, Honors	On Campus	08/23/2010-12/17/2010 Lecture/Discussion Monday, Wednesday Main Campus Building, Room 3224
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-601 Composition & Rhetoric	On Campus	08/24/2010-10/14/2010 Lecture/Discussion Tuesday, Thursday Campus Building, Room 3123
<input type="checkbox"/>	Fall Semester 2010	Waitlist Closed	ENG-101-630 Composition & Rhetoric	On Campus	09/08/2010-12/17/2010 Lecture/Discussion Monday, Wednesday Main Campus Building, Room 3137
<input type="checkbox"/>	Fall Semester 2010	Waitlisted	ENG-101-631 Composition & Rhetoric	On Campus	09/07/2010-12/16/2010 Lecture/Discussion Tuesday, Thursday Campus Building, Room 3123
<input type="checkbox"/>	Fall Semester 2010	Open	ENG-101-632 Composition & Rhetoric	On Campus	09/08/2010-12/15/2010 Lecture/Discussion Wednesday 06:30P Building, Room 3137

**SUBMIT** Section Selection Results

8. When you are brought to the next screen, click the dropdown underneath Action and select "RG Register."

(Select Waitlist if you need to be placed on the waitlist.)

Click Submit.

**Congratulations! You are now registered.**

Register and Drop Sections x

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**IMPORTANT:** All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Action for ALL Pref. Sections (or choose below):

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information
<b>RG Register</b>	Fall Semester 2010	ENG-101-031 Composition & Rhetoric	On Campus	08/25/2010-12/15/2010 Lecture/Discussion Wed College Center, Room 5130 (more)...

Current Registrations

Drop	Term	Pass/Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
<input type="checkbox"/>			You are not currently registered for any sections.					

If one of my choices is not available:

**SUBMIT**