ADD CLASSES

1. Log onto the Campus Connection Portal

Under Academics:

2. Click Enroll
3. Select appropriate Term
4. Click CONTINUE

To select classes to add:

Option #1 Enter Class NBR

Option #2 (If you don’t know the class NBR)

1. Click Class Search
2. Click SEARCH
3. Populate the Course Subject, Course Number, and Course Career

(To show both open and closed classes, uncheck the “Show Open Classes Only” box)

Continue on next page...

4. To choose the class you wish to add to your schedule, click
select class

5. Click Next to add the class(es) to your shopping cart

6. To add more classes to your shopping cart click

   *Repeat this process until all classes have been selected*

7. When you are satisfied with your class selections, click

   *Proceed To Step 2 Of 3*

8. To OFFICIALLY add the classes onto “My Class Schedule” click

   *Finish Enrolling*

9. Click on *My Class Schedule* to confirm

10. Print a copy of your schedule and review