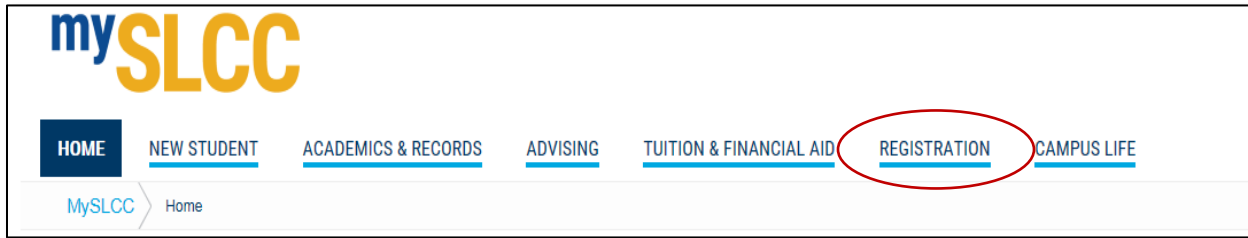


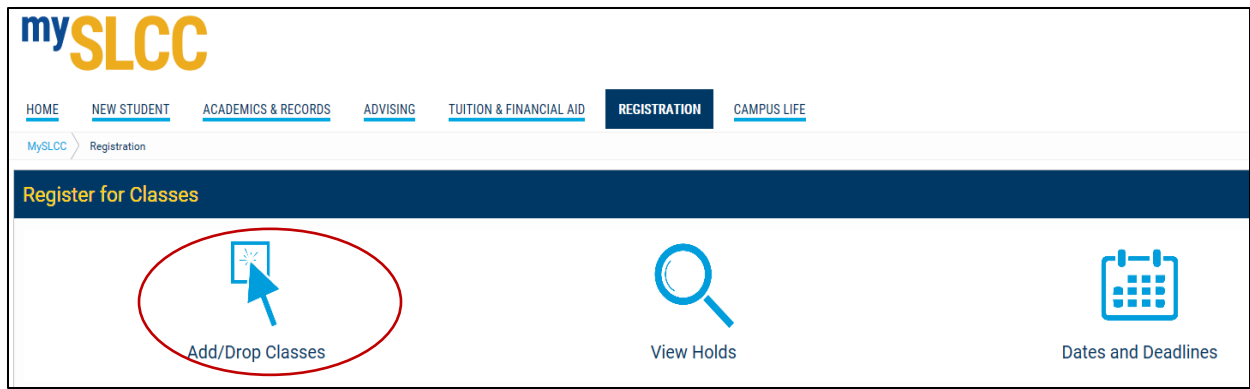
MySLCC Student Registration Process

1. Sign in at: <https://my.slcc.edu>

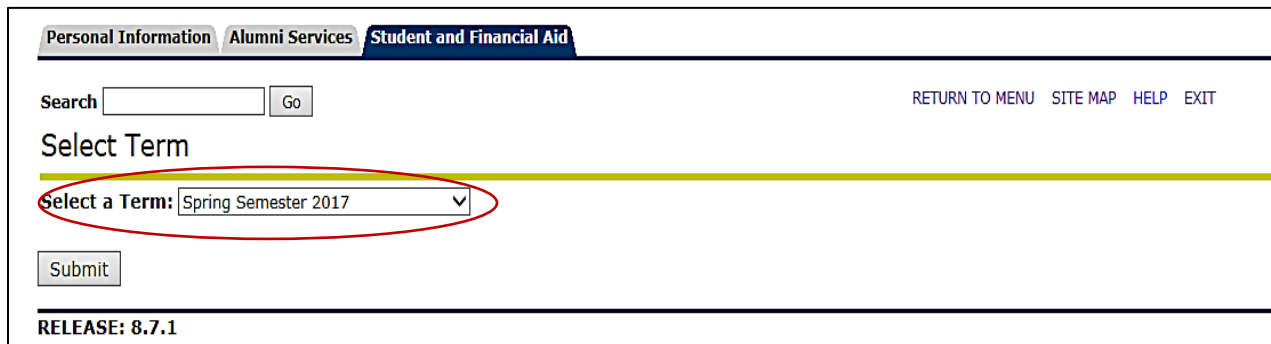
2. Click **REGISTRATION** on the top bar:



3. Click **Add/Drop** Classes:



4. Select the current **Term** then **Submit**:

A screenshot of the MySLCC registration form. At the top, there are three tabs: 'Personal Information', 'Alumni Services', and 'Student and Financial Aid'. Below the tabs is a search bar with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. The main section is titled 'Select Term' and features a dropdown menu labeled 'Select a Term:' with 'Spring Semester 2017' selected. This dropdown is circled in red. Below the dropdown is a 'Submit' button. At the bottom left, it says 'RELEASE: 8.7.1'.

5. Enter the **CRN(s)** in the worksheet boxes then **SUBMIT** changes:

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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6. Registration is successful when your **Status** indicates “Web Registered on...”

Current Schedule

Status	Action	CRN	Subj Crse Sec Level	Cred	Grade Mode	Title
Web Registered on Dec 23, 2016	None		ART 1020 712 Undergraduate	3.000	Standard Letter	Intro to Drawing (non-maj)(FA)

Total Credit Hours: 3.000
Billing Hours: 0.000
Minimum Hours: 0.000
Maximum Hours: 21.000
Date: Dec 23, 2016 09:34 am

7. To **Drop** a class, complete steps 2-4. Click the drop-down menu under the **Action** section, Click Drop/Web and **Submit** changes:

Current Schedule

Status	Action	CRN	Subj Crse Sec Level	Cred	Grade Mode	Title
Web Registered on Dec 23, 2016	Drop/Web		ART 1020 712 Undergraduate	3.000	Standard Letter	Intro to Drawing (non-maj)(FA)

Total Credit Hours: 3.000
Billing Hours: 0.000
Minimum Hours: 0.000
Maximum Hours: 21.000
Date: Dec 23, 2016 09:45 am

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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