

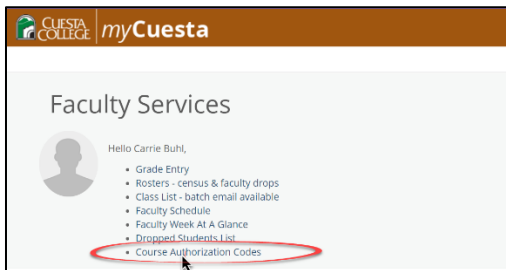
# Course Authorization Codes

**Faculty Services** is part of Banner Self-Service that allows faculty to access rosters, post grades and much more. The **Course Authorization Codes** option allows you to view, export and/or print a list of authorization codes for students to use in order to add a course.

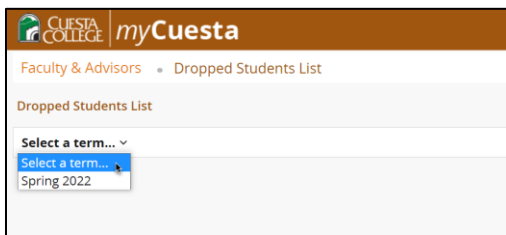
1. Log into [myCuesta](#), and select on the **Faculty Self Service** icon. *Contact Information Technology (x3248) for assistance.*



2. Select **Course Authorization Codes**



3. Select a term from the dropdown menu



4. Select a course from the list and scroll to the bottom of the screen to view the list Authorization Codes.

- a. Use the status column to determine if the authorization code is available or used.
- b. Use the Export option to export and print the list.

