

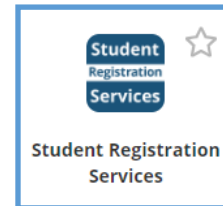
Follow the directions below to register for your classes.

1. Login to the [myCuesta portal](#).

TIP: Account locked or forgot password? [Click here for Portal Guard Self-Service help](#).

2. Click Student Registration Services portlet.

TIP: Click the star to add portlet to your *myCuesta* Favorites bar.



3. Click Register (Add/Drop Classes).

Registration

Registration Status

Check your registration status before attempting to register. View holds, status of registration petitions, and prerequisite clearance.

View Holds

My Class Schedule/Receipt

For class schedule, course registration deadlines, and for tax credit purposes, print this Schedule/Receipt.

Select Term

Registration for the selected term follows the complete priority registration policy.

Register (Add/Drop Classes)

Register for classes, make changes to your schedule by adding or dropping classes.

Optional Fees

Purchase a student parking permit and/or ASCC Student ID card for the term.

Find Classes

View classes offered for the term selected.

Student Detail Schedule/Waitlist Position

View or print your class schedule for the term selected.

Week at a Glance

A week's view of your class schedule with option to view future academic calendar weeks.

Account Detail for Term

View your student account balance with details of the charges. Pay fees owed online with a credit or debit card.

Registration History

View registration transactions of current and past terms, including withdrawn, dropped, and/or canceled classes.

4. Enter CRNs (Course Reference Number)

TIP: Use [Class Finder](#) and have CRNs written down ready to enter.

- Select term.
- Complete Pre-Registration Questionnaire.
- Enter CRNs in Add Classes Worksheet.
 - ⇒ As of first class meeting, you will be asked for an add code available from instructor if space in class. Enter add code (enter letters in caps) and click Validate. Deadline is one day prior to Census.
- Click Submit Changes.
- Click Complete Registration when you are satisfied with your class schedule.

Waitlist Information

If class is closed/full, you may be offered a waitlist. Select "Wait Listed" then click "Submit Changes" to enroll on waitlist. Check your *myCuesta* student email daily for notification of an open seat to respond. If you fail to respond within 24 hours of email notification, you will be deleted from the waitlist automatically.

5. Complete Registration

Upon selecting Complete Registration, you may select "**optional fees**" (ASCC Student ID card and/or parking permit) for purchase. Carefully read the information on selecting fees to be charged then click "**purchase items**". Click Continue to view registration charges and submit payment by credit or debit card.

6. View Your Schedule

To confirm enrollment and view classes registered and/or waitlisted, return to **Registration** and select **My Class Schedule/Receipt**. Print and keep for your records as proof of enrollment, for drop deadlines, or for tax purposes.