Register for Classes – Using a Specific Class Number

1. From your accesSPoint Homepage, click on the **My Classes** tile.

2. On the left, you will see **Add Classes** listed (Under Add/Drop Classes), click on it. If it prompts you to select a term, choose the correct term and click **Continue**.

3. This is your Shopping Cart. Enter your Class Numbers in the box displayed, and hit **Enter**. An information screen about that class is displayed. If you need to get on a wait list for this class, there is a checkbox to check. Otherwise, confirm it is the correct class and hit **Next**. You will see the class displayed on the right, in the Shopping Cart area.
4. If you need to enter another Class Number, repeat step 3.

5. If you are finished selecting classes, click **Proceed to Step 2 of 3** to continue registering.

6. Confirm the classes you’ve selected are correct, and then click **Finish Enrolling**.

7. A results table will display. Read all of the messages to see if any further action is required. Green checkmarks mean you have successfully enrolled in your classes. A red X means there is an error (you don’t have online consent, the class is closed, etc).

8. Click on **My Class Schedule** on the left to view all of the classes you have enrolled in.