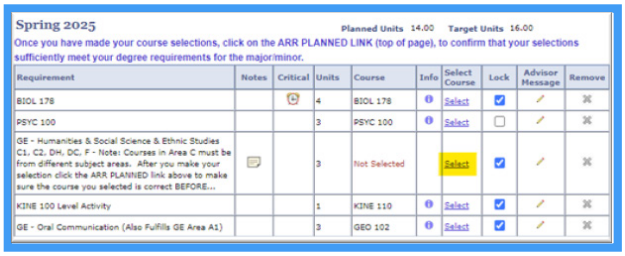
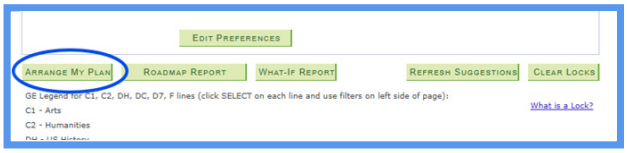
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STEP 1: Use your Degree Planner

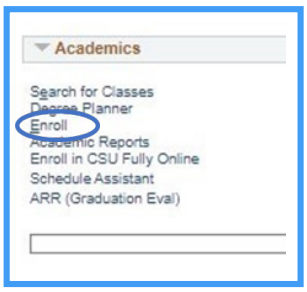
- ***Use Degree Planner to identify a course or requirement needed:*** If there are course options for the requirement, make a selection on that same requirement line. This is common with General Education requirements.
- ***Rearrange Degree Planner:*** If you find that suggested courses are full, you can look at the next term in Degree Planner and swap a course using the "Arrange My Plan" feature. If you swap a course that has a prerequisite you have not met, you will receive an error message and will need to try a different swap. You may need to confirm with an advisor if the swap is acceptable for your major.

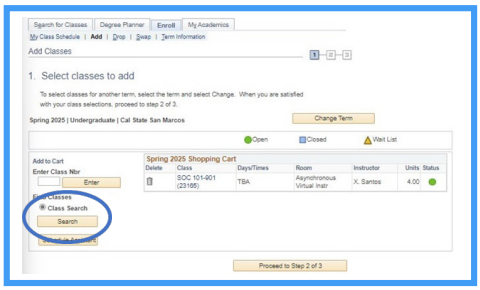


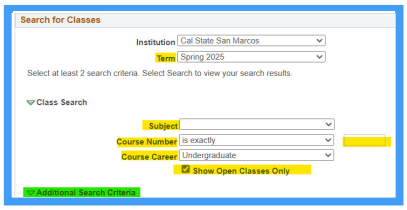


STEP 2: Find classes through a class search

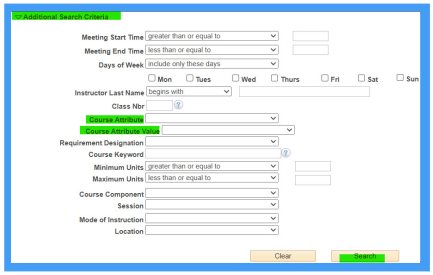
Navigate to MyCSUSM > Enroll > Select Term > Find Classes > Class Search > Search

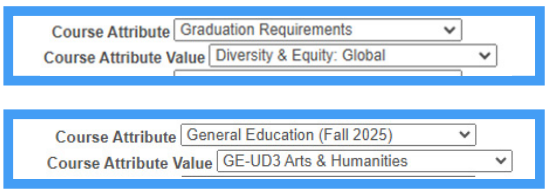






- Once in Class Search, you can look up a course by selecting the subject and entering the course number. It's recommended to start by filtering for open classes only. If no available sections are found, you can uncheck "*Show Open Classes Only*" to view courses that may have a waitlist option.
- You can also click on "*Additional Search Criteria*" to filter courses by graduation requirements or General Education categories. Be sure to double-check your *Academic Requirements Report (ARR)* to confirm that the course fulfills the intended requirement.





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STEP 3 – Enroll in classes

- ***Select a Class Section:*** Once you've found the specific class section you want to enroll in, review the details carefully—such as meeting days, times, location, and instructor. When you're ready, click "*Select*" to move forward with the enrollment process.

- ***Add to Shopping Cart / Join Waitlist:*** You will now see the full class information page. To add the course to your Shopping Cart, click "*Next*."

    - *If the class is full and you'd like to join the waitlist, check the box labeled "Wait list if class is full" before clicking "Next."*



- ***Complete Enrollment:*** After clicking "*Next*," the course will be added to your Shopping Cart. From there, click "*Proceed to Step 2 of 3*" to review your selections, then click "*Finish Enrolling*" to complete the registration process.



- ***Confirm Enrollment Status:*** You'll be officially enrolled when you see a green checkmark along with a confirmation message, such as "*You are required to take...*"

    - If you see a *red "X"* and *an error message*, the enrollment was unsuccessful. In that case, consider searching for an alternative course or contacting an academic advisor for assistance.

- ***Waitlist Confirmation:*** If the class is full and you are added to the waitlist, you will still see a *green checkmark*—but this does not mean you are enrolled. The confirmation message will indicate that you've been *successfully waitlisted* and show your *position number on the waitlist*.

- ***View Your Class Schedule:*** Once enrolled or waitlisted, click on "*My Class Schedule*" to view all the courses you are currently enrolled in or waitlisted for.

