

How to Search and Register for Classes

1. Go to the SCC website at www.sccsc.edu
2. Click on SCC Portal located under “Quick Links” or in the footer.
3. Log in using your Web ID and password. *Call (864) 592-4682 if you need assistance*
4. Under the “Web Advisor” tab, click on “Registration.”
5. Click on “Search for Classes”
6. Choose the term or enter the semester dates for the classes you want
Use the “Term” option if you are registering for classes and would like to see what is available in the full semester and multi-week classes. Hint: Select “All terms” for the semester to view all classes within that semester.
7. Click the “Subject” drop down box and choose your subject
8. Enter the Course Number
9. Repeat the above steps until you have chosen all of the classes that you need
10. Click “Submit”
11. In “Class Selection Results” choose the classes you want and write down the course prefix, course number, and seven digit synonym numbers on the course schedule worksheet provided. **(Located on the back of this page).**
12. Click on “Registration” under Web Advisor
13. Follow instructions listed for “Express Registration” continued on the back of the page.

Express Registration

If you know which classes and sections you need, you may register through "Express Registration."

1. Repeat steps 1 - 4 above
2. Click on "Express Registration"
3. Type in the seven digit synonym number (**ONLY**) for each course selected. (Nothing more)
4. Click "Submit"
5. Review each section. Select the "RG-Register" option under the "Action" drop down to register for the class. Repeat this step for each class you want
6. Click "Submit"
7. The next page will display the classes for which you have registered

SCC ACADEMIC ADVISING CENTER						
Term: <u>Summer 2010</u>		SCHEDULE WORKSHEET			Date: _____	
Name: _____						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Times	Class	Class	Class	Class	Class	Class
8-9:55	Eng 100 (0037640))		Eng 100- (0037640)			
10-11:55						
12-2:05		Math 101 (0037898)		Math 101 (0037898)		

Computers in E-2 are available for online registration. Students working on class work have first priority on computers.