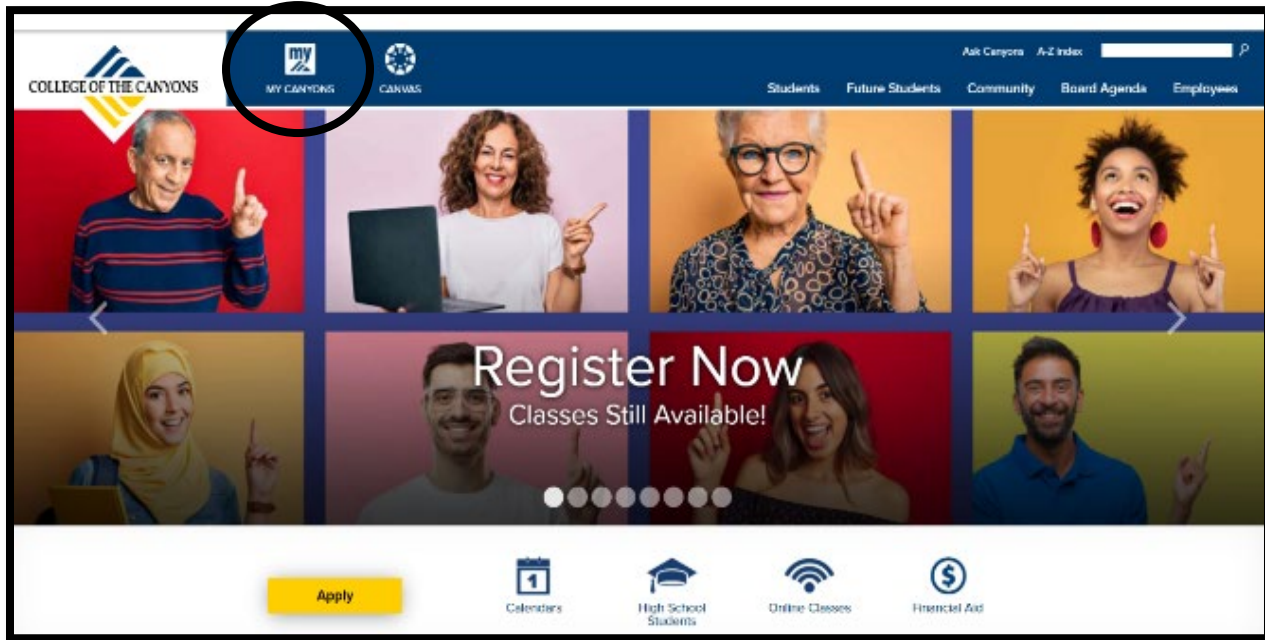
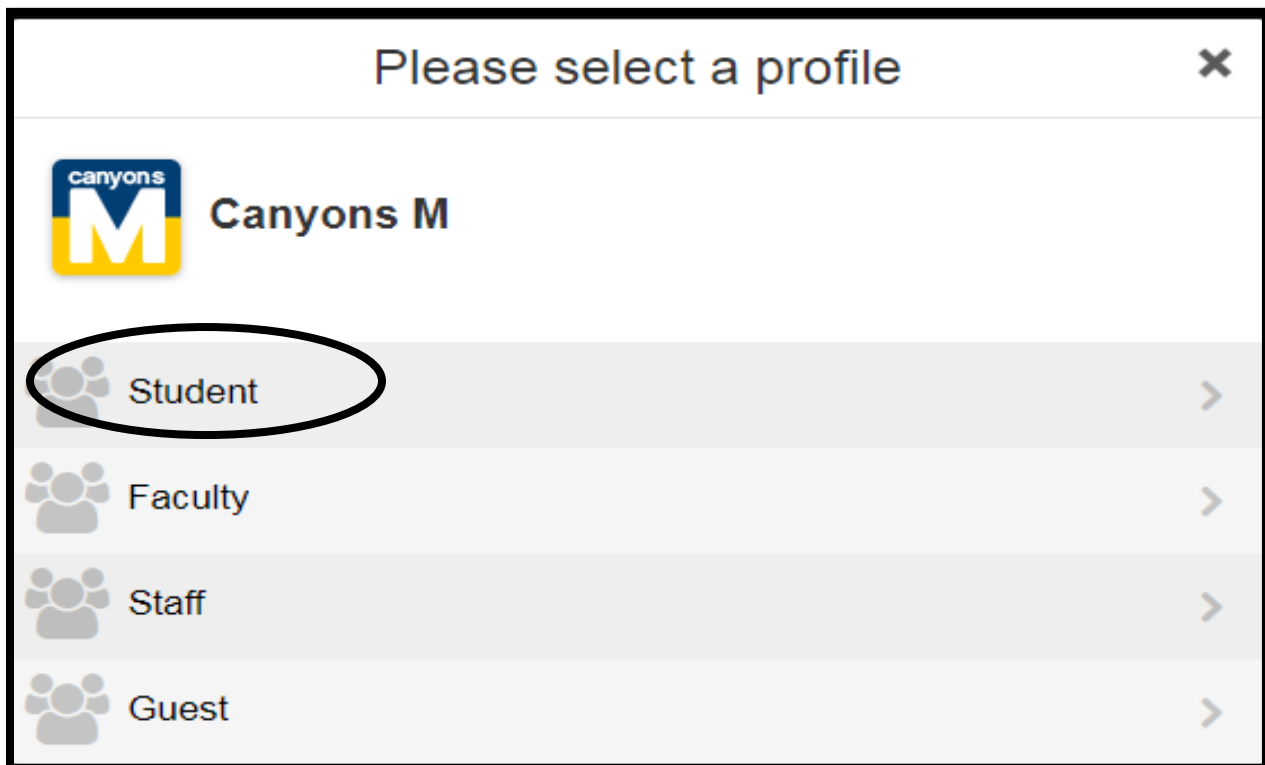


How to register for classes via My Canyons

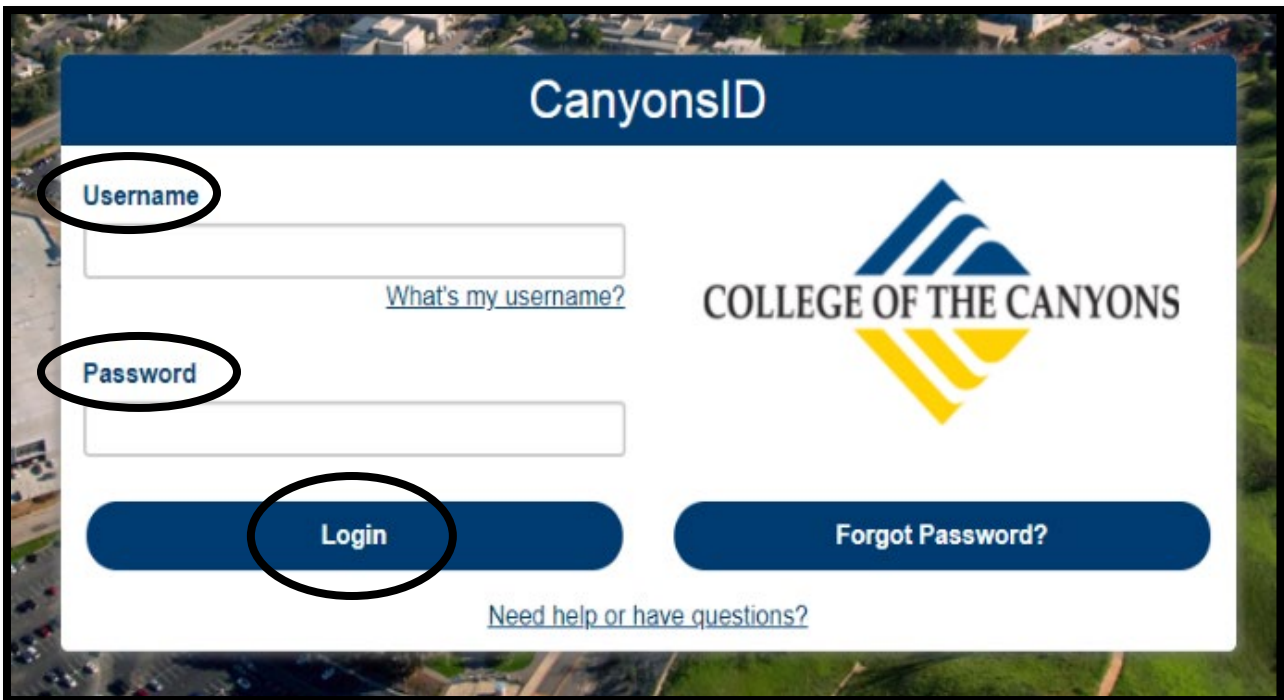
1. Visit www.canyons.edu and click on “My Canyons”



2. Click on “Student”



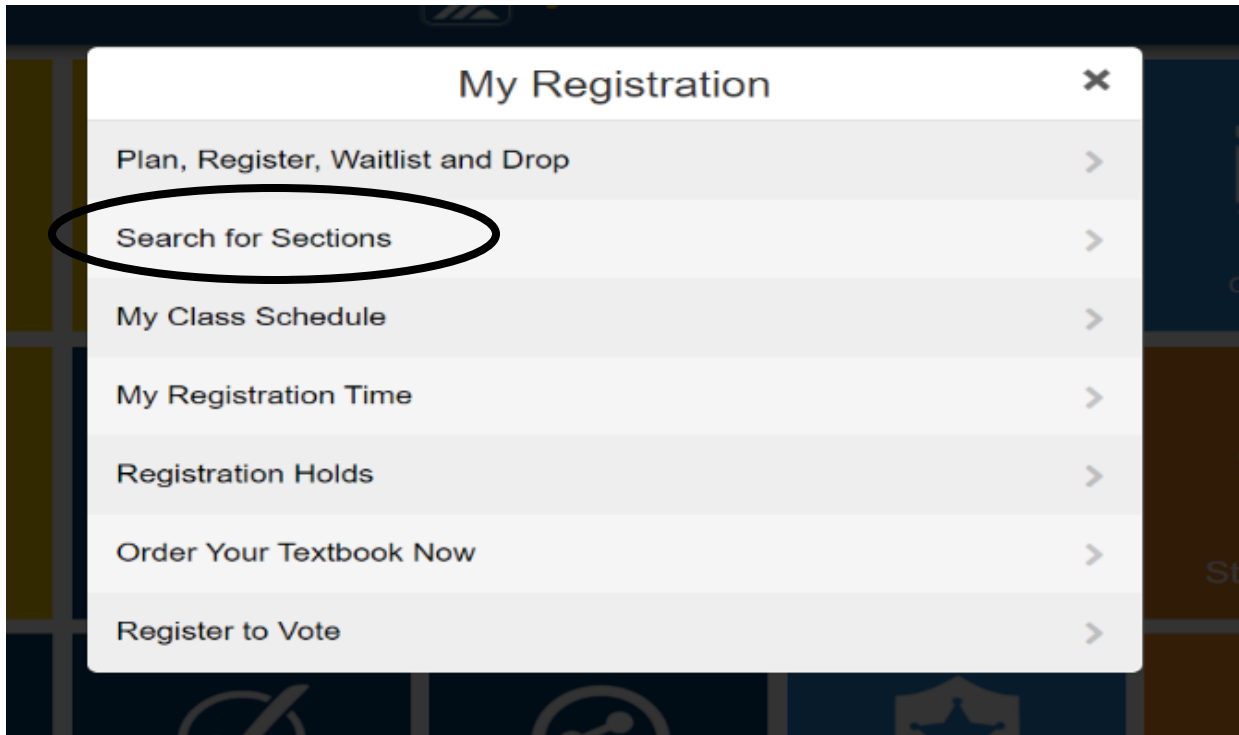
3. Type in your **Canyons ID Username and Password** and then click **“Login”**
Note: Username is your COC student email address



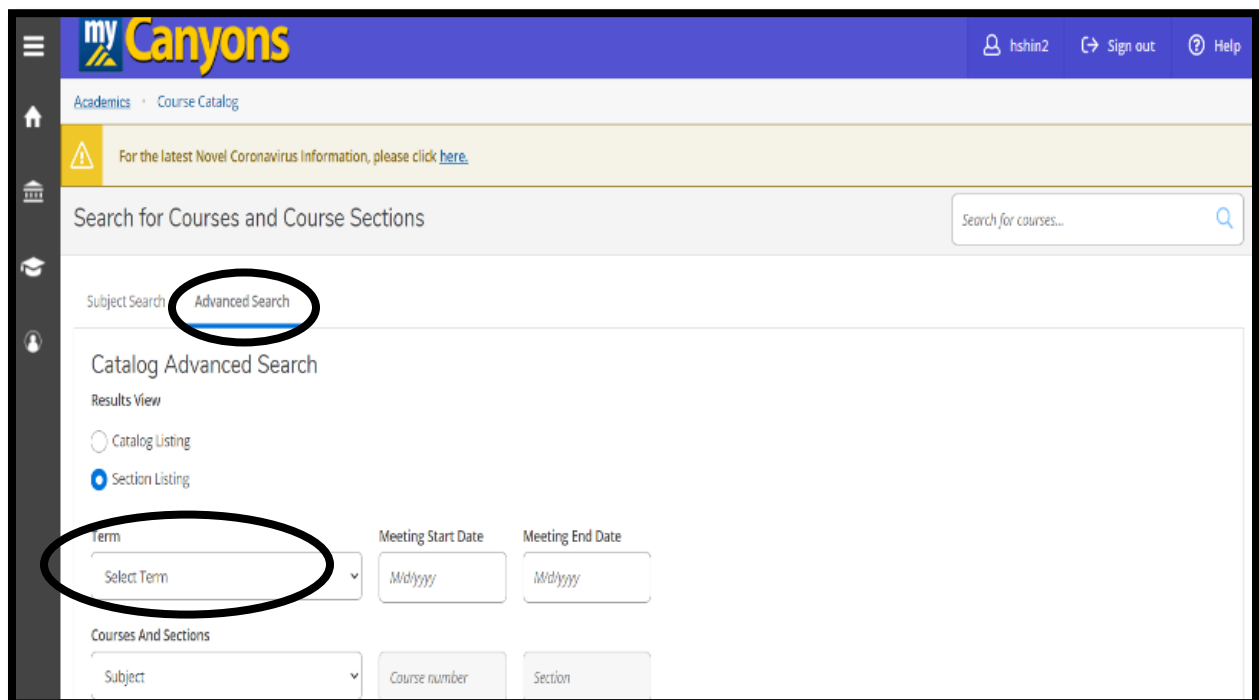
4. Click on **green “My Registration”** tile on the top left corner



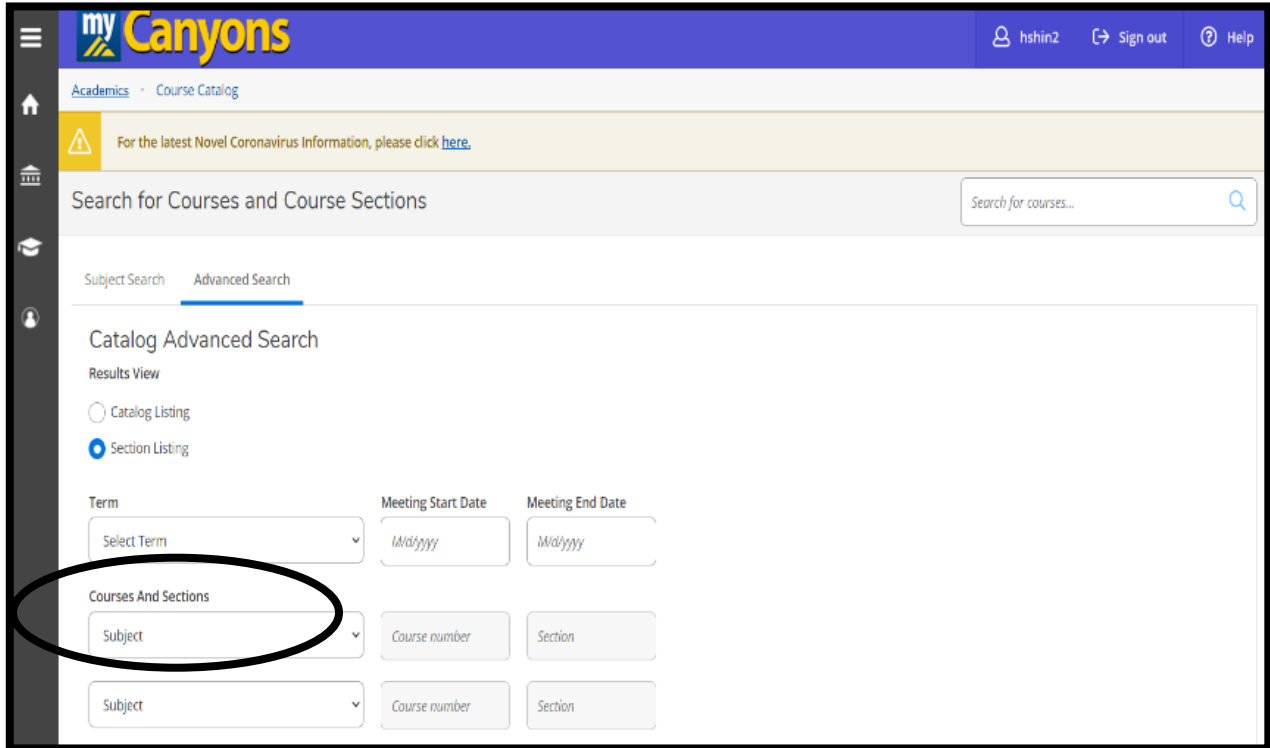
5. Click “Search for Sections”



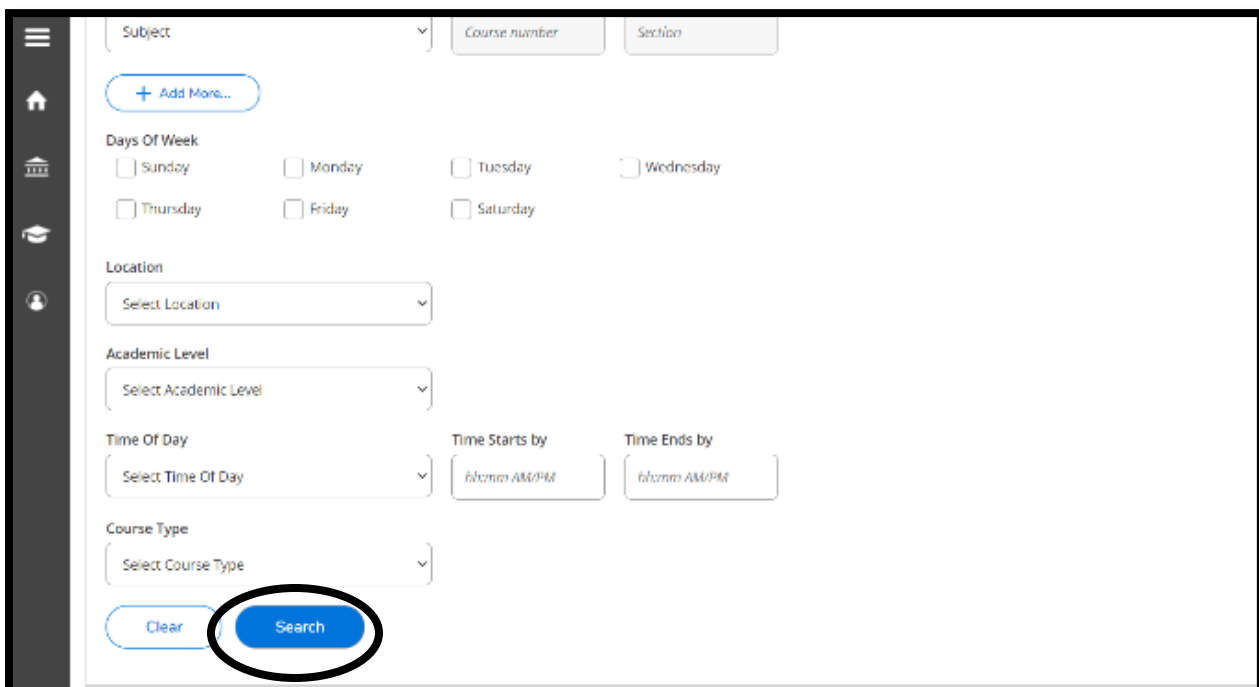
6. Using “Advanced Search,” select the **Term** you wish to register for from the drop-down menu (example: Fall 2021)



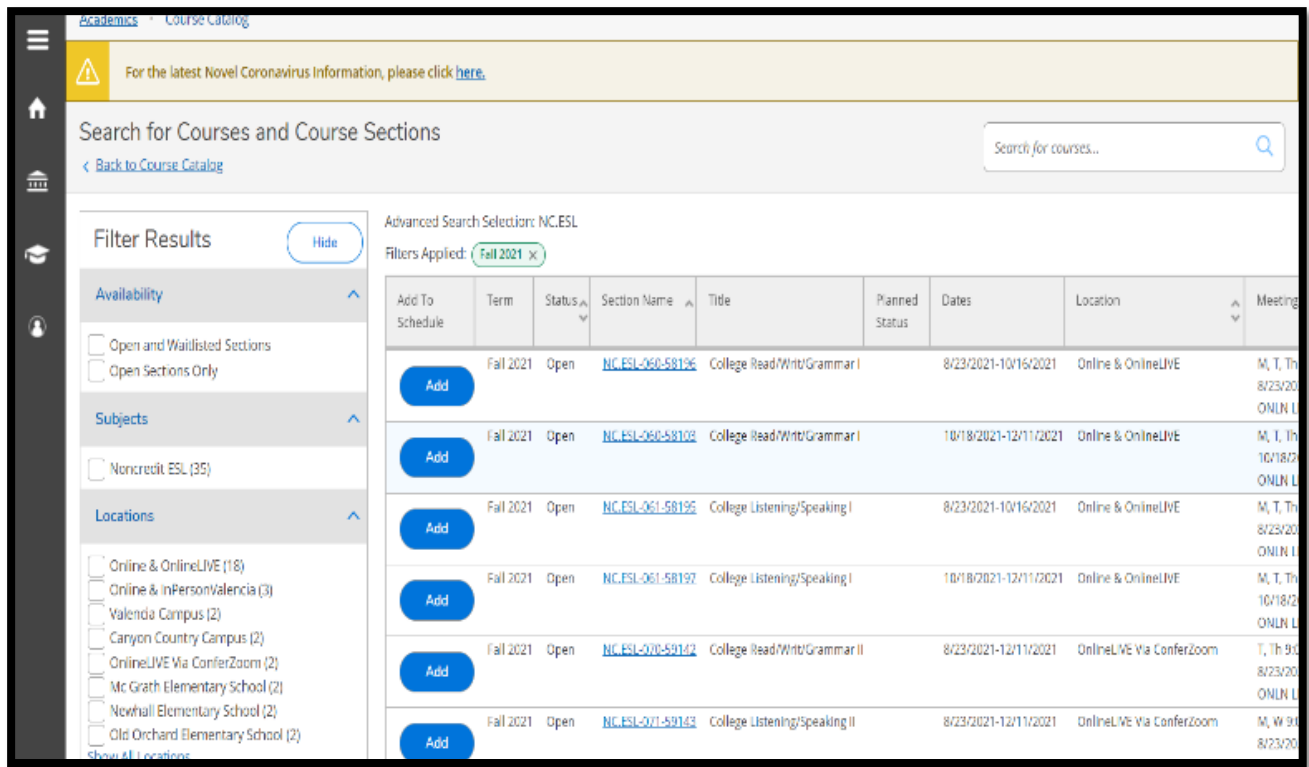
7. On the same page, search alphabetically for **“Noncredit”** followed by a **course subject** (example: Noncredit ESL, Noncredit Career Skills) from the **“Course and Sections”** drop-down menu



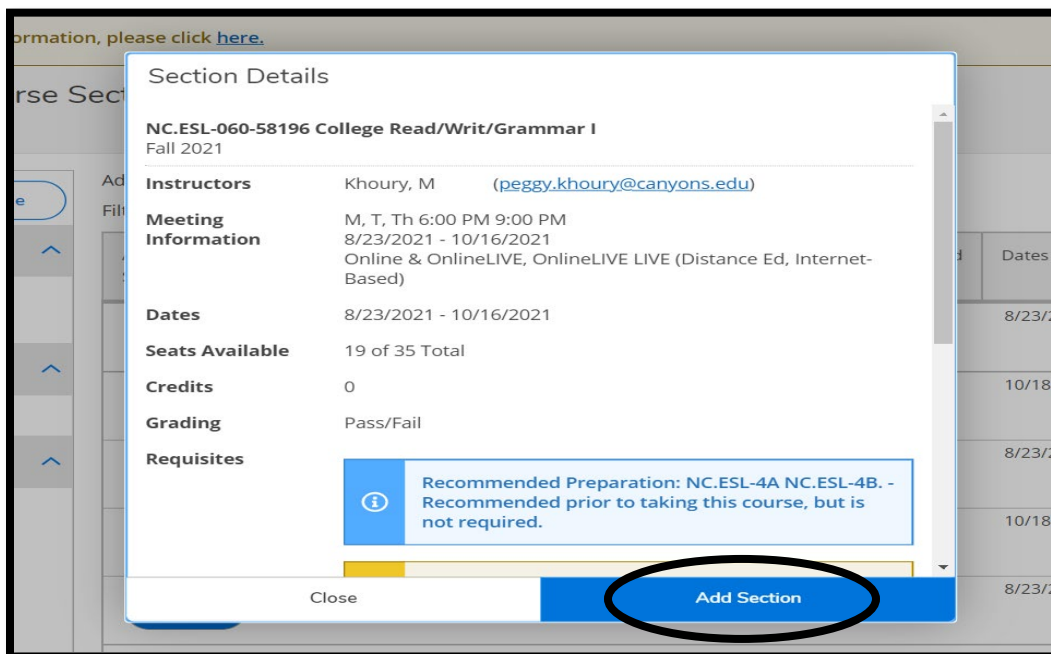
8. Scroll down to the bottom of this page and click on **“Search”**



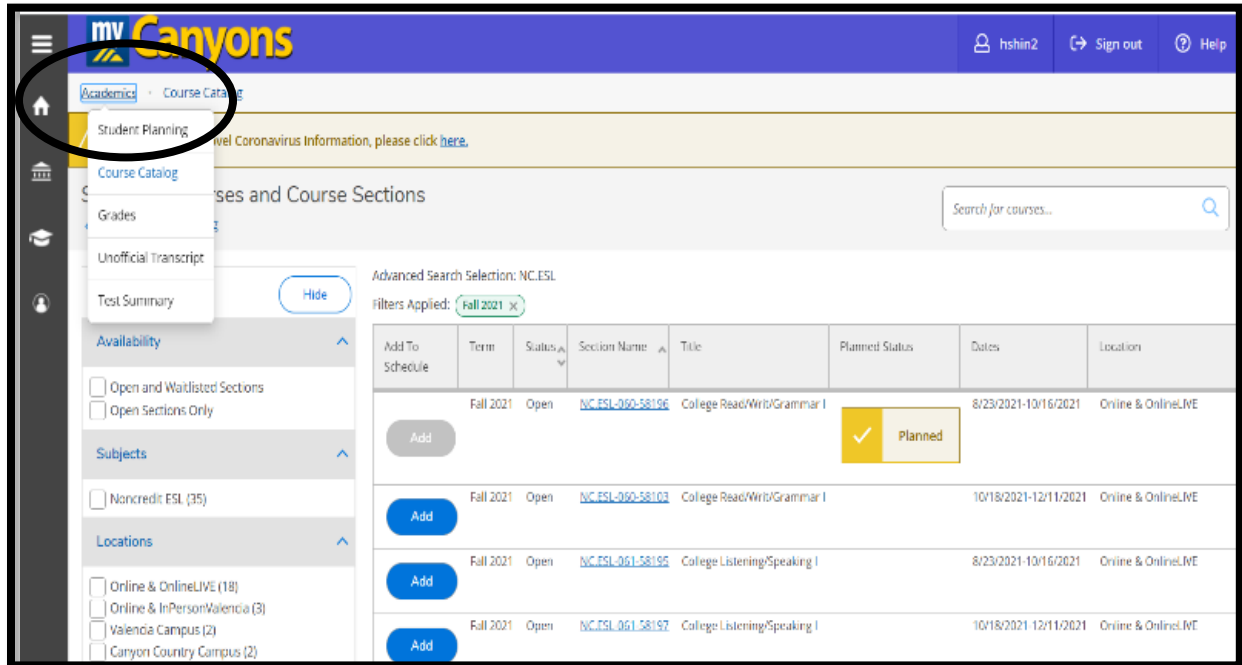
9. When course offerings appear, click  for the course you would like to enroll



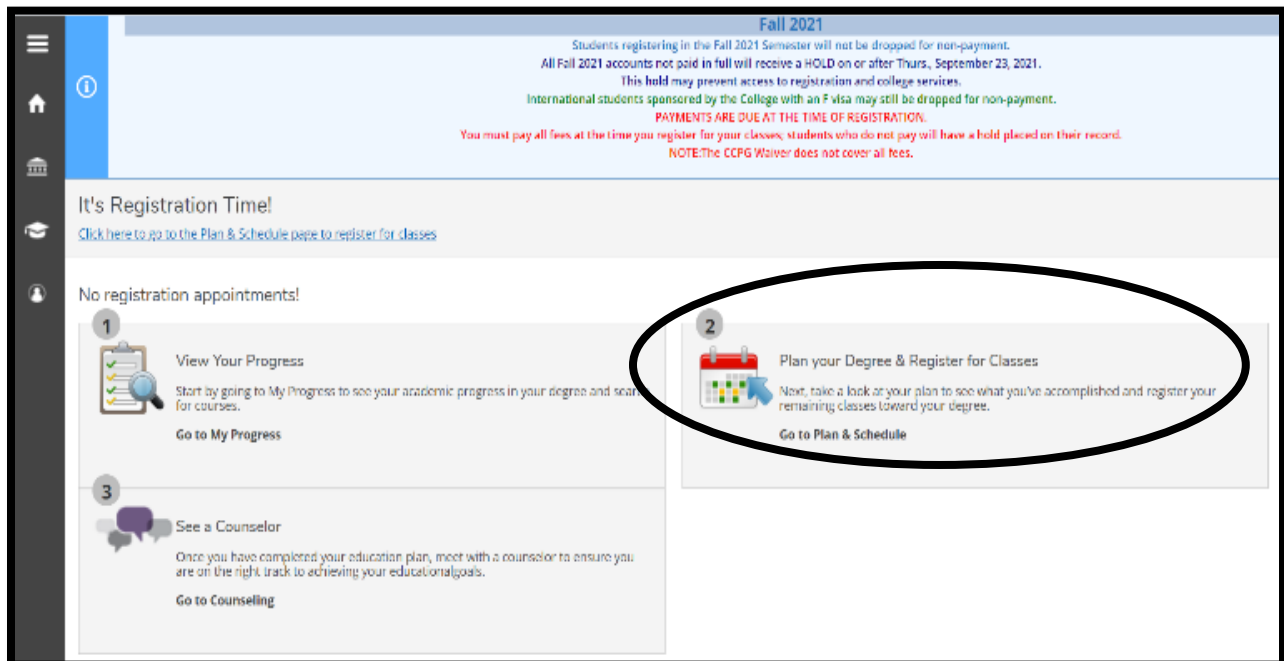
10. When the section detail “pop up” window opens, review the course information and click “Add Section”



11. Once you have added all the sections to your schedule, go to “Student Planning” by selecting it from the drop-down menu under “Academics” in the top left corner



12. Click on “Plan your Degree & Register for Classes” in order to finalize registration process



13. Click **“Register”** to add one section at a time or click **“Register Now”** to add ALL the sections you have planned. Classes will turn from **brown color** to **green color** to show successful enrollment



The screenshot displays a user interface for course registration. On the left, a course detail panel for 'NC_ESL-060-58196: College Read/Writ/Grammar I' is shown. It includes a 'Planned' status, course details (Credits: 0, Instructor: Khoury, M, 8/23/2021 to 10/16/2021, Seats Available: 19), and a 'Register' button. A large black arrow points to this button. The right side of the interface features a class schedule grid with columns for days of the week (Sun-Sat) and rows for time slots (8am-7pm). Several sections are listed in the grid, such as 'NC_ESL-061-58195' on Mon and Tue, and 'NC_ESL-060-58196' on Mon, Tue, and Thu. At the top right, there is a 'Register Now' button, which is also indicated by a large black arrow from the text above. Other UI elements include navigation arrows, a 'Filter Sections' button, and a 'Print' button.

