



How to Register

Before you begin the registration process make sure you have:

- Your Noncredit Student ID Number
- Your PIN Number associated with your Student ID Number
 - o If you need any assistance with your ID Number or PIN, please call **(818) 240 – 1000 x1370**
- Your Class Ticket Number

STEP 1 Go to **www.glendale.edu/ce** and then click on **MyGCC**

STEP 2 Enter your **Student ID Number** _____
your **PIN** _____
and click on **LOGIN**

STEP 3 Click on **I want to: access my Student Center**

STEP 4 Click on **Enroll** under the **Academics** section

STEP 5 Select the **Term** you want to register for and click on **Continue**

Term	College	Institution
Summer 2018	Noncredit	Glendale Community College
Fall 2018	Noncredit	Glendale Community College

STEP 6 Enter your Class Number and click **Enter**

STEP 7 Select Wait list if class is full and then click **Next**

STEP 8 Click on **Proceed to Step 2 of 3**

STEP 9 Click on **Finish Enrolling**

Congratulations!
You are now enrolled in the class.

Class	Message	Status
OBT 11	Success: This class has been added to your schedule.	✓