

## Guide: How to Access and Register using MyGCC

## Before you begin registration make sure you have:

- □ Your Noncredit Student ID Number
- □ Your Password associated with your Student ID Number
  - o If you need any assistance with your ID Number or Password, please call (818) 240 1000 ext. 1370
- Your Class Ticket Number

STEP 1 Go to <u>www.glendale.edu</u> and then click on MyGCC	STEP 6 Enter your Class Number and click Enter
MyGCC   Canvas   Student Email   GLEENDALE COMMUNITY COLLEGE APPLY ACADEMICS STUDENTS CLASS SCHEDULE	Add to Cart Enter Class Nbr Enter Your enrollment shopping cart is empty.
	STEP 7 Check Wait list if class is full and then click Next
STEP 2 Click on MyGCC LOGIN then enter your Student ID number and Password User ID 10204040 Password	Class Preferences         ESL 40-12       Lecture       Open       Weit List & Weit List if class is full         Session English as a Second Language 1       Permission Nbr       Image: Class is full         Career Noncredit       Grading Pass/No Pass         Enrolment Information       Units 0.00         • Recommended Preparation: Placement is based upon performance on a division placement assessment or completion of ESL 30.       • Non-Degree Applicable
Sign in Forgot your password?	STEP 8 Click on Proceed to Step 2 of 3
STEP 3 Click on the Enrollment box Enrollment	Add to Cart     Fall 2021 Shopping Cart       Enter Class Nbr     Delete     Class     Days/Times     Room     Instructor     Units Status       Image: Class Search       Image: My Planner     Search       Search       GCC BOOKSTORE - BUY BOOKS     Proceed to Step 2 of 3
<b>STEP 4</b> Click on the <b>Enroll</b> tab at the top of the page	
Jane Smith Sequence Enroll My Academics Search for Classes   Browse Course Catalog STEP 5 Select the Term you want to register for and click on	STEP 9 Click on Finish Enrolling
Continue Select Term	
Select a term then select Continue.         Term       Career       Institution         Summer 2021       Credit       Glendale Community College         Summer 2021       Noncredit       Glendale Community College         Fail 2021       Credit       Glendale Community College         Fail 2021       Credit       Glendale Community College         Fail 2021       Noncredit       Glendale Community College         Continue       Continue	Congratulations!         You are now enrolled in the class.         Image: Success: enrolled       Image: Error: unable to add class         Class       Message       Status         ESL       40       Success: This class has been added to your schedule.       Image: Image