How to Search for and Enroll in Classes

1. Log into CLC Student Portal at the bottom of the CLC Website:

2. Click on Systems & Apps

3. Launch Student Center

On Dashboard

Student Center
Register, view/pay bill, see financial aid info, and more...

4. Click on the Manage Classes tile on the Student Homepage:
5. Click on **Class Search and Enroll** on the left sidebar:

6. Click on the term you want to enroll in (example: Spring 2019):
7. Search for Classes. Enter the subject, catalog number, class number, or other keywords. 
*Search tip: Enter only one keyword (example: ENG or Biology) then use the filters to narrow the results*

8. To filter the results click on the criteria on the left hand side.
Example: To view only classes at the Grayslake Campus, click on the hyperlink

9. The search results will now be filtered, select a class from the list:

10. Select a section:
11. Review the class selection and click Next in the top right corner of the screen.

12. Enroll or Add to Shopping Cart.
   Enroll directly from here, or place the class in the shopping cart to finish enrolling later:

13. If everything looks correct, click Submit. Review the Confirmation page for any messages.