## Searching for Classes and Enrolling

1. Login to the NSC Portal (http://my.nsc.edu)
2. Click on the Student Center link
3. Search for classes – There are 2 ways to search for classes
    a. Click on the "Search for Classes" link on the right,
       OR
    b. Click on the "Search" link under the Academics section
4. Add classes to your shopping cart
5. From the shopping cart click on the green "Finish Enrolling" button
6. Review and confirm that you have been registered into your selected classes.
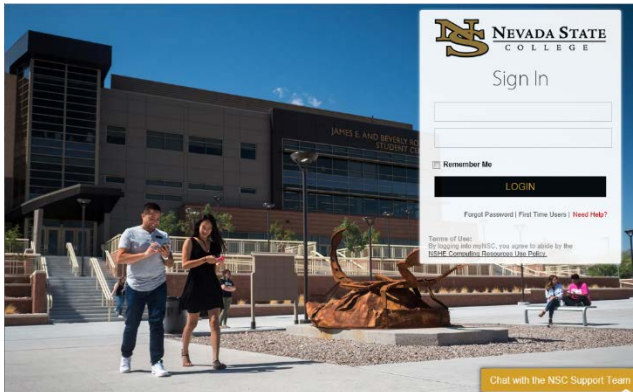
Step 1

Login to the NSC Portal using your NSHE ID and password.

Step 2

Select the **Student Center** link to login to myNSC.

Step 3

Once logged in to your Student Center, you have 2 options to search for classes:

-Select the "Search for Classes" link

OR

-Select the "Search" link under Academics

3a) Select the term. After selecting the term, you may search by subject and course number. And then click on the "Search" button.

You may also use the Additional Search Criteria section to narrow your class search even more.

▽ Additional Search Criteria

Meeting Start Time	greater than or equal to ⌄	
Meeting End Time	less than or equal to ⌄	
Days of Week	include only these days ⌄	
	☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat ☐ Sun	
Instructor Last Name	begins with ⌄	
Class Nbr	⃝?	
Course Keyword	⃝?	
Minimum Units	greater than or equal to ⌄	
Maximum Units	less than or equal to ⌄	
Course Component	⌄	
Session	⌄	
Campus	⌄	
Requirement Designation	⌄	
Course Attribute	⌄	

Clear   Search

3b) After clicking on the search button,

Class:	Number for the class
Days & Times:	Day and time for the class
Location:	NSC campus
Room:	Classroom location
Instructor:	Main instructor for the class
Meeting dates:	This is the date range for the class.
Instruction Mode:	In Person, Web Course, Hybrid
Status:	⬤ Open ⬜ Closed △ Wait List blue is full class

▼PSY 101 - General Psychology

Class	Section	Days & Times	Location	Room	Instructor	Meeting Dates	Instruction Method	Status	
26095	001-LEC Regular	MoWe 9:30AM - 10:50AM	NSC Main Location	TBA	Vanessa Rodriguez Barrera	01/21/2020 - 05/09/2020	In Person	⬤	

To learn more about the class, click on the class/section:

Class Detail

PSY 101 - 001 General Psychology
Nevada State College | 2020 Spring | Lecture

Class Details

Status	Open ⬤	Career	Undergraduate
Class Number	26095	Dates	1/21/2020 - 5/9/2020
Session	Regular Academic Session	Grading	Letter Grade
Units	3 units	Location	NSC Main Location
Instruction Mode	In Person	Campus	Main Campus
Class Components	Lecture Required		

Meeting Information

Days & Times	Room	Instructor	Meeting Dates
MoWe 9:30AM - 10:50AM	TBA	Vanessa Rodriguez Barrera	01/21/2020 - 05/09/2020

Class Availability

Class Capacity	40	Wait List Capacity	15
Enrollment Total	0	Wait List Total	0
Available Seats	40		

Description

Presents psychology as a science concerned with the actions of organisms in a social and cultural context. Satisfies Social Sciences Core Curriculum.

Class Fee		Course Fee	
Additional Class Fee	$0.00	Additional Course Fee	$0.00

View Search Results

Step 4

Once you select the class section that fits your schedule, click "Select" next to the class section.

Status

🟢 Select

To add the course to your shopping cart, click on the "Next" button. After adding the class to your shopping cart, you may continue to search for classes.

Add to Shopping Cart - Enrollment Preferences

2020 Spring | Undergraduate | Nevada State College
PSY 101 - General Psychology
Class Preferences

PSY 101-001   Lecture   🟢 Open   Wait List ☐ Wait list if class is full

Session Regular Academic Session   Grading Letter Grade
Career Undergraduate   Units 3.00

Cancel   Next

Section	Component	Days & Times	Room	Instructor	Start/End Date
001	Lecture	MoWe 9:30AM - 10:50AM	TBA	Vanessa Rodriguez Barrera	01/21/2020 - 05/09/2020

Classes in your shopping cart does **NOT** mean you are enrolled in the class(es).

Search for Classes

Search Results

Nevada State College | 2020 Spring

My Class Schedule

You are not registered for classes in this term.

Shopping Cart   Show All

PSY 101   MoWe 9:30AM - 10:50AM
Room TBA

The following classes match your search criteria Course Subject: **Psychology**, Course Number contains '**101**', Course Career: **Undergraduate**, Show Open Classes Only: **No**

✔ PSY 101 has been added to your Shopping Cart.

Step 5

Register for you classes by going to the Shopping Cart,

        -Select the class(es) you would like to enroll in for the semester by checking the box

        -Click on "Enroll" to confirm your enrollment.

        -Click on "Finish Enrolling" to confirm your enrollment once more.

2020 Spring Shopping Cart

Select	Class	Days/Times	Room	Instructor	Units	Status
☐	BIOL 189-001 (25731)	We 8:00AM - 10:50AM Mo 8:00AM - 10:50AM	NSE 145 Gross Anatomy Lab NSE 129	E. Tietjen	4.00	🟢
☐	PSY 101-001 (26095)	MoWe 9:30AM - 10:50AM	TBA	V. Rodriguez Barrera	3.00	🟢

for selected   **Delete**   **Enroll**

a.

		10:50AM				
☑	PSY 101-001 (26095)	MoWe 9:30AM - 10:50AM	TBA	V. Rodriguez Barrera	3.00	🟢

for selected   **Delete**   **Enroll**

b.

c.

Shopping Cart

1 — 2 — 3

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

2020 Spring | Undergraduate | Nevada State College

🟢 Open   🟦 Closed   ⚠ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
PSY 101-001 (26095)	General Psychology (Lecture)	MoWe 9:30AM - 10:50AM	TBA	V. Rodriguez Barrera	3.00	🟢

Cancel   Previous   Finish Enrolling

Review/Confirm you have been registered for your classes

- ✔ Enrolled Successfully

- ✖ Not enrolled

Shopping Cart

[1]—[2]—[3]

3. View results

View the following status report for enrollment confirmations and errors:

2015 Fall | Undergraduate | Nevada State College

✔ Success: enrolled	✖ Error: unable to add class

Class	Message	Status
BIOL 101	**Success:** This class has been added to your schedule.	✔

Buy Books	MAKE A PAYMENT	MY CLASS SCHEDULE	ADD ANOTHER CLASS