RIVERSIDE CITY COLLEGE

REGISTERING FOR CCAP COURSES

STOP!

BEFORE YOU CAN REGISTER:

You MUST make sure that you have:
1. Applied to RCC for Fall 2020
2. Completed and returned the approval form
3. Successfully logged into your MyPortal Account

Step 1:

UPDATE YOUR PERSONAL PROFILE

Each semester you will be asked to update your Personal Information. You will be asked to agree to the code Of conduct, and to update your address, phone number, etc.

Step 2:

SELECT REGISTER AND DROP CLASSES

This can be found under the "Registration" Tab

Step 3:

SELECT EXPRESS REGISTRATION

You will register through the MyPortal system. Since we already know the section numbers for each class, select "Express Registration"

Step 4:

ENTER SECTION # AND TERM

Find the section number of the specific courses you want to take, and input them, along with the term (Fall 2020) into this screen and select submit

*For section numbers, please contact your school counseling team

Go back

To verify and register for class(es), you must use the **Action** option (register, waitlist or remove from list) next to each class, then cli

Prerequisites Not Met : If you receive a "Prerequisites Have Not Yet Been Started" message, please review the grid in the help fro screen.

Corequisite Lab: If you enroll in a class with a corequisite lab, and wish to change your lab to a different time, please enroll in the n drop your original lab it will automatically be dropped.

IMPORTANT: All new registrations and drops will be finalized when you click submit.

Authorization/Add Codes are required on or after the start date of classes. Please see the instructor to obtain an Authorization/Ad

Every effort has been made to ensure that informtion contained in the Schedule of Classes is accurate; however, the District reserves date to correct errors and/or omissions.

Name Mary Poppins

Preferred Classes List

Action	Term	Class Name/Deadlines	Location	Meeting Information
Register	Fall 2020	BIO-18-48857 (48857) Human Genetics	Riverside City College	08/24/2020-12/16/2020 Web Enhanced Lecture Monday, Wednesday 03:15PM - 04:40PM, TMP, Room ONLN

Current Registrations

Drop	Term	Pass/ Audit	Class Name/Deadlines	Location	Meeting Information	Faculty	Units
☐			You are not currently registered for any sections.				

SUBMIT

Step 5:

UNDER ACTION SELECT REGISTER

Once you have confirmed that this is the correct course, select "Register" and "Submit". This will register you for that class.

Stuff you should know for CCAP

FALL 2020 CLASSES BEGIN AUGUST 24TH.

If you have a Monday/Wedensday class you will begin on Monday August 24th.

If you have Tuesday/Thursday class you will begin Tuesday August 25th.

YOUR CLASSES ARE ONLINE.

Go to our Distance Education website to learn more about logging in and navigating our online world.

The link for Distance Education is **_HERE_**

YOUR TEXTBOOKS ARE COVERED.

Your school district will send you more information about how to pick up the textbooks for the classes.

CHECK YOUR RCCD EMAILS!

Professors and RCC will be sending important information through your RCCD student email. Make it a priority to check your RCCD emails regularly.
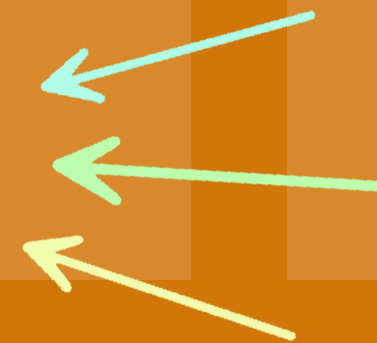
Need Help?

RCC OUTREACH IS HERE!

For help with the application, logging into MyPortal, or registration please contact

OUTREACH@RCC.EDU