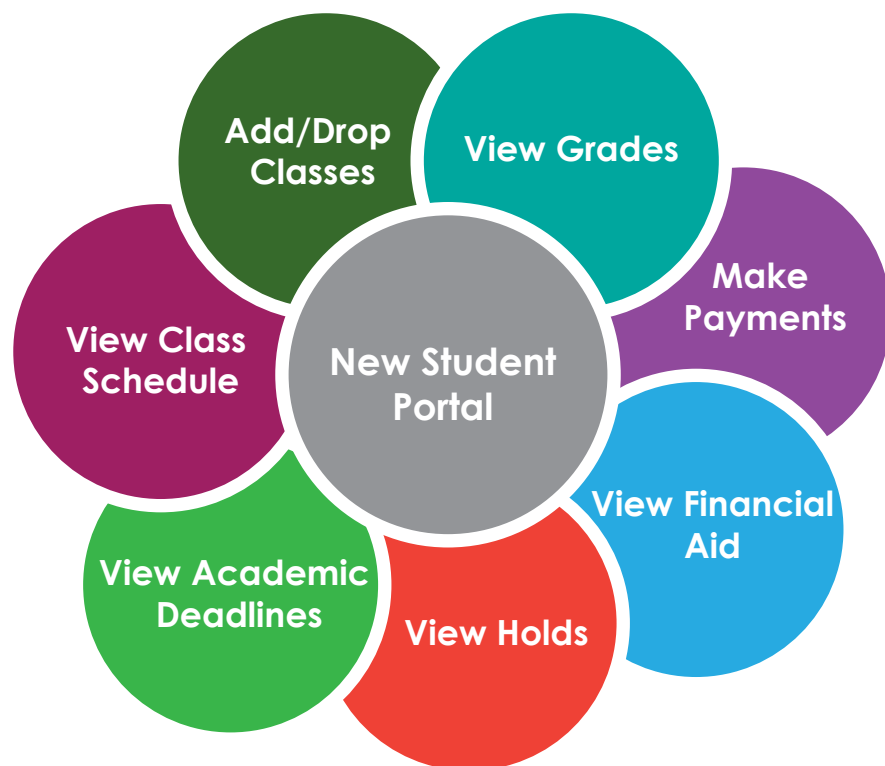




# Get to Know Your New Student Portal



Welcome to LACCD's new student portal. This new system has been designed especially for you. We have a few new changes that we would like to update you on.

## Important Terminology

- The course is open, you may enroll in the course.
- ▲ The course is full, you may be placed on the waiting list.
- The course is closed, waiting list is full you may try to crash the course by attending the class the first day of the term.

## ACADEMIC MENU

### My Classes

- [Class Schedule](#)
- Assignments
- [Grades](#)

### Records

- Evaluate my Transfer Credits
- Transfer Credit Report
- Course History
- Unofficial Transcript Request
- Official Transcript Request

### Graduation

- Apply for Graduation
- Graduation Status

## FINANCIAL MENU

### My Account

- Account Activity

### Electronic Payments

- [Make a Payment](#)
- Student Permission
- Miscellaneous
- Purchase

### Term Limits

- [Academic Deadline](#)
- Exam Schedule

### Planning and Process

- Planner
- View Assessment Data
- Student Success
- Academic Requirements
- Milestones

## FEE INFORMATION

**Students MUST make all their enrollment payments (health fees, registration fees, student representation fees etc.) ONLINE using either a Debit or Credit Card. Business Office will accept cash payments only.**

### Tax Information

- View 1098-T

### Financial Aid

- [View Financial Aid](#)
- Accept/Decline Awards

### Find Courses

- Browse Courses
- Search for Classes

### Enrollment

- [Add Classes](#)
- [Drop Classes](#)
- [Swap Classes](#)
- [Edit a Class](#)
- [Enrollment Shopping Cart](#)

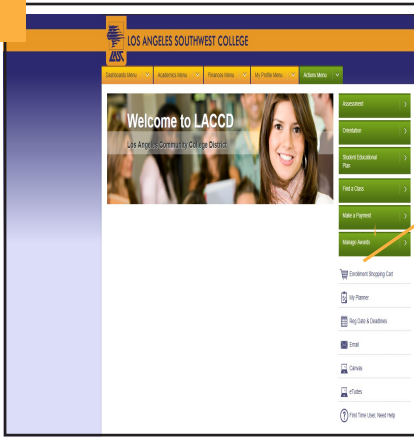
Office of Admissions & Records

1600 W. Imperial Highway  
Student Services Building:  
Office #102

Phone: 323-241-5321

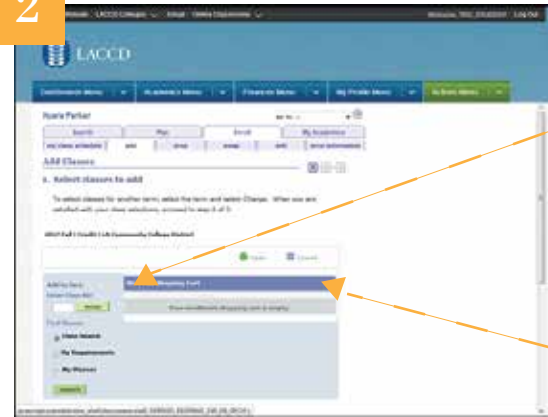
# Lets Add a Course Together

1



Welcome to your LASC new student portal. This is your homepage. Please click on enrollment shopping cart, to get started.

2



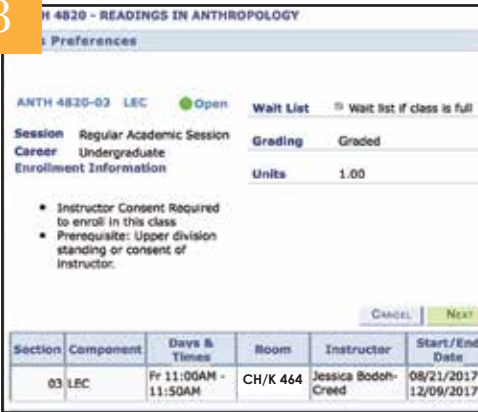
If you have seen your academic counselor and know what courses you need to enroll in and have your "class number" please enter your class number and click **"SEARCH"**.

If you have seen an academic counselor and know what class to take but don't know the "class number" please cselect "class search" and click search.

You may click on "Subject" and search your class by subject. Click on "Show Open Classes Only" and select the campus to see the classes open for that subject and campus.

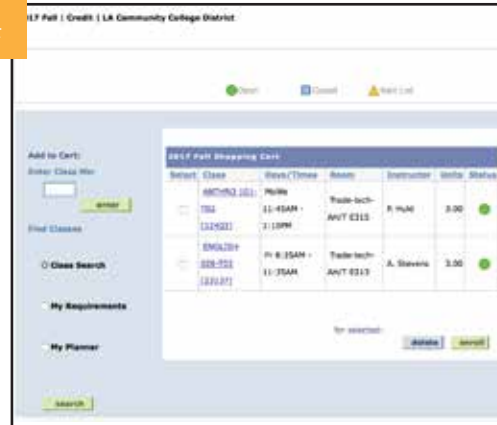
If you would like to search for classes with more specific criteria you may click on "Additional Search Criteria" to narrow your class search.

3



Please click on "Wait list if class is full" to be placed on the waitlist, if the class is full and click **"NEXT"**.

4



Great! You have added the selected course to your shopping cart. To complete your enrollment please check the box next to each course and click **"ENROLL"**. You may also check the box next to the course you want to delete and click **"DELETE"**

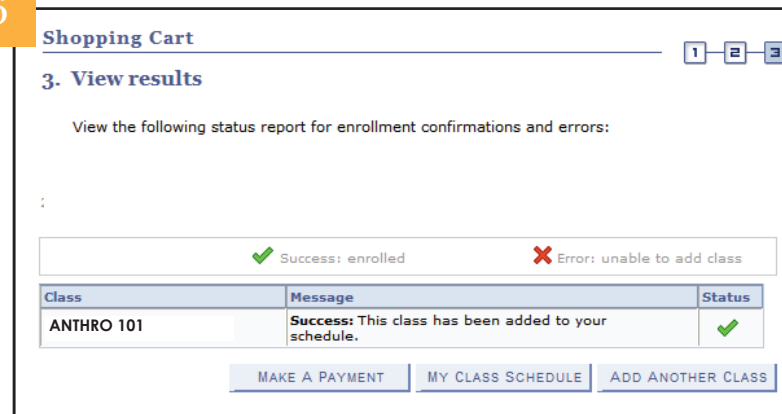
At any time if you sign out of your account the courses you added to your shopping cart will remain. If you would like to delete the course from your shopping cart please click on the trash bin.

5



Plesse click on **"FINISH ENROLLING"**

6



Congratulations, you have successfully enrolled in your desired course.

If you would like to add more courses please click on **"ADD ANOTHER CLASS"**.