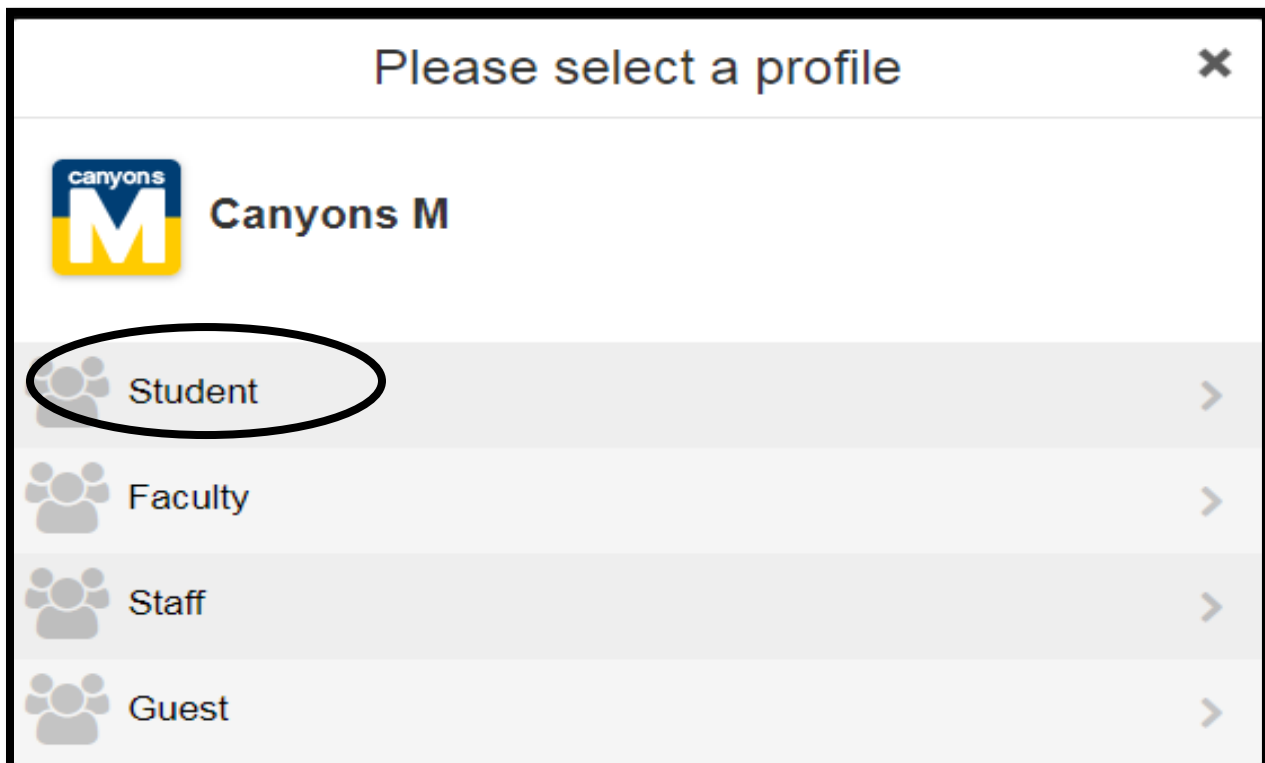


How to register for classes via My Canyons

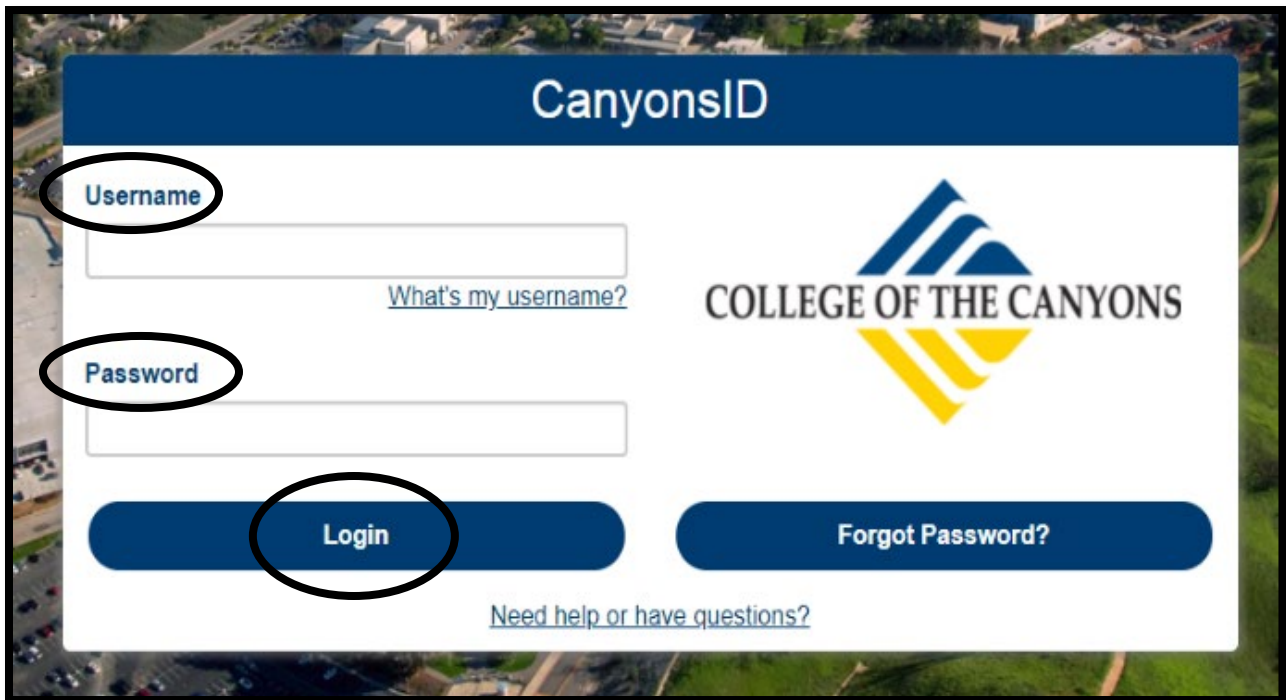
1. Visit www.canyons.edu and click on “My Canyons”



2. Click on “Student”



3. Type in your **Canyons ID Username and Password** and then click **“Login”**
Note: Username is your COC student email address

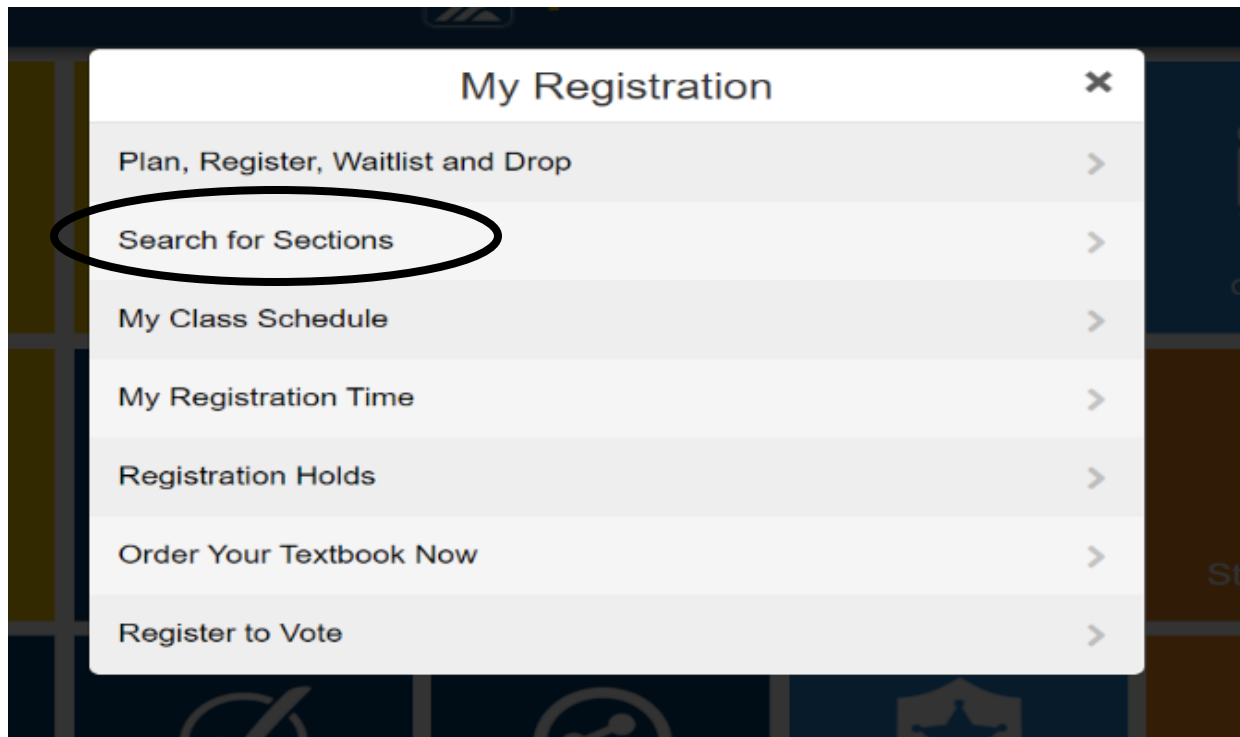


The image shows the CanyonsID login page. At the top, there is a blue header with the text "CanyonsID". Below the header, there are two input fields: "Username" and "Password". Both fields are circled in black. To the right of the "Username" field is a link that says "What's my username?". Below the "Password" field is a "Login" button, which is also circled in black. To the right of the "Login" button is a "Forgot Password?" button. At the bottom of the page, there is a link that says "Need help or have questions?". The background of the page is a collage of images, including a building and a landscape.

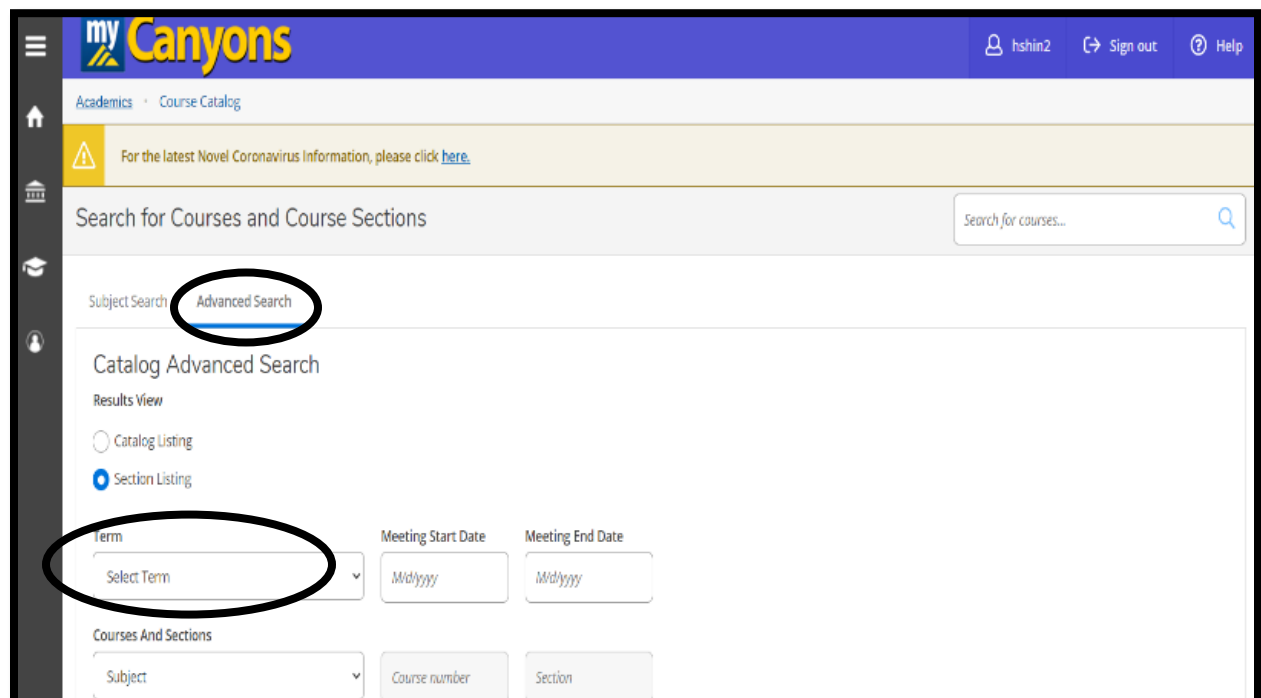
4. Click on **green “My Registration”** tile on the top left corner



5. Click “Search for Sections”



6. Using “Advanced Search,” select the **Term** you wish to register for from the drop-down menu (example: Fall 2021)




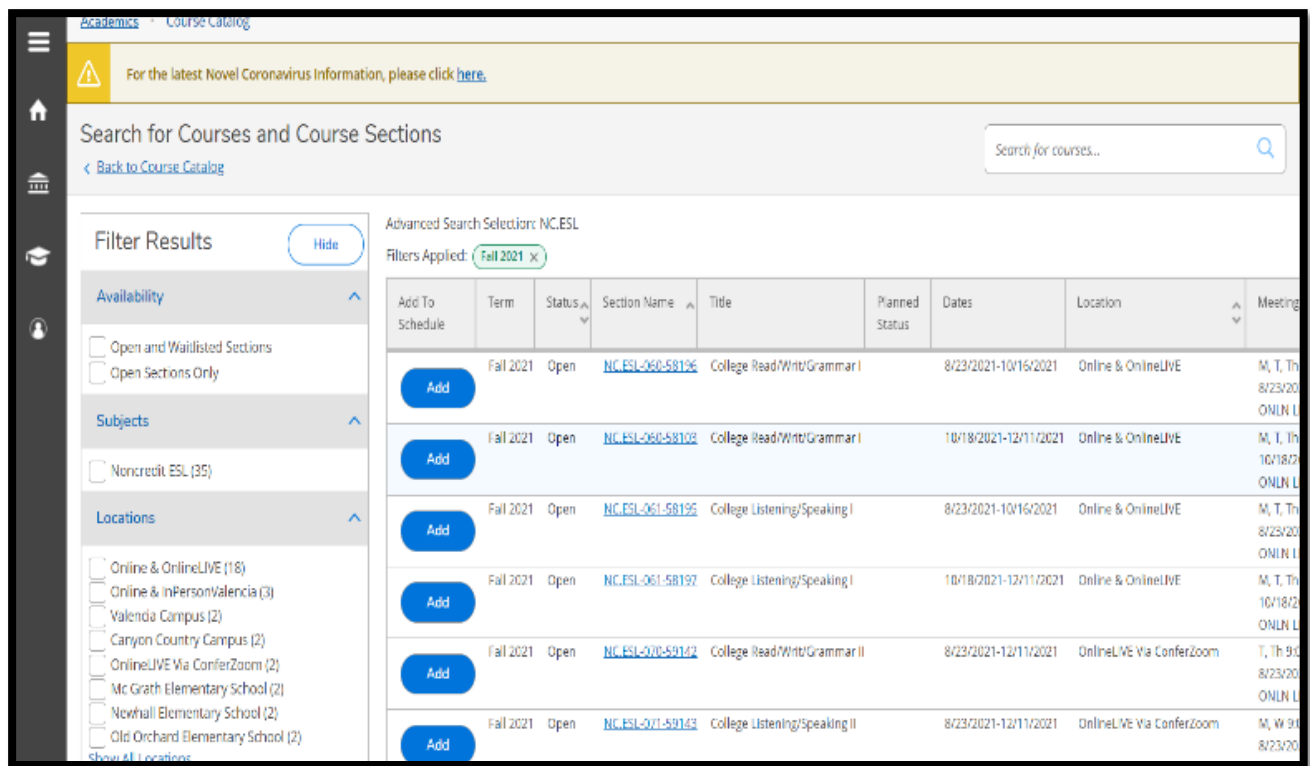
7. On the same page, search alphabetically for **“Noncredit”** followed by a **course subject** (example: Noncredit ESL, Noncredit Career Skills) from the **“Course and Sections”** drop-down menu

The screenshot shows the 'myCanyons' Course Catalog Advanced Search interface. The 'Catalog Advanced Search' section has two tabs: 'Subject Search' and 'Advanced Search'. Under 'Results View', 'Section Listing' is selected. The search criteria include 'Term' (a dropdown menu), 'Meeting Start Date' (MM/yyyy), and 'Meeting End Date' (MM/yyyy). Below these, the 'Courses And Sections' dropdown menu is circled in black. It contains two rows, each with a 'Subject' dropdown, a 'Course number' input field, and a 'Section' input field.

8. Scroll down to the bottom of this page and click on **“Search”**

This screenshot shows the bottom portion of the search form. It includes a '+ Add More...' button, 'Days Of Week' checkboxes for Sunday through Saturday, a 'Location' dropdown menu, an 'Academic Level' dropdown menu, 'Time Of Day' dropdown menu, 'Time Starts by' (hh:mm AM/PM) and 'Time Ends by' (hh:mm AM/PM) input fields, and a 'Course Type' dropdown menu. At the bottom, there are 'Clear' and 'Search' buttons, with the 'Search' button circled in black.

9. When course offerings appear, click  for the course you would like to enroll



Academics Course Catalog

For the latest Novel Coronavirus Information, please click [here](#).

Search for Courses and Course Sections

[Back to Course Catalog](#)

Search for courses...

Filter Results [Hide](#)

Advanced Search Selection: NC.ESL

Filters Applied: [Fall 2021](#) X

Add To Schedule	Term	Status	Section Name	Title	Planned Status	Dates	Location	Meeting
Add	Fall 2021	Open	NC.ESL-060-58196	College Read/Writ/Grammar I		8/23/2021-10/16/2021	Online & OnlineLIVE	M, T, Th 8/23/2021 8/23/2021 ONLINE
Add	Fall 2021	Open	NC.ESL-060-58198	College Read/Writ/Grammar I		10/18/2021-12/11/2021	Online & OnlineLIVE	M, T, Th 10/18/2021 10/18/2021 ONLINE
Add	Fall 2021	Open	NC.ESL-061-58195	College Listening/Speaking I		8/23/2021-10/16/2021	Online & OnlineLIVE	M, T, Th 8/23/2021 8/23/2021 ONLINE
Add	Fall 2021	Open	NC.ESL-061-58197	College Listening/Speaking I		10/18/2021-12/11/2021	Online & OnlineLIVE	M, T, Th 10/18/2021 10/18/2021 ONLINE
Add	Fall 2021	Open	NC.ESL-070-58142	College Read/Writ/Grammar II		8/23/2021-12/11/2021	OnlineLIVE Via ConferZoom	T, Th 9:00 8/23/2021 8/23/2021 ONLINE
Add	Fall 2021	Open	NC.ESL-071-58143	College Listening/Speaking II		8/23/2021-12/11/2021	OnlineLIVE Via ConferZoom	M, W 9:00 8/23/2021 8/23/2021 ONLINE

Filter Results

Availability

☐ Open and Waitlisted Sections

☐ Open Sections Only

Subjects

☐ Noncredit ESL (35)

Locations

☐ Online & OnlineLIVE (18)

☐ Online & InPerson/Valencia (3)

☐ Valencia Campus (2)

☐ Canyon Country Campus (2)

☐ OnlineLIVE Via ConferZoom (2)

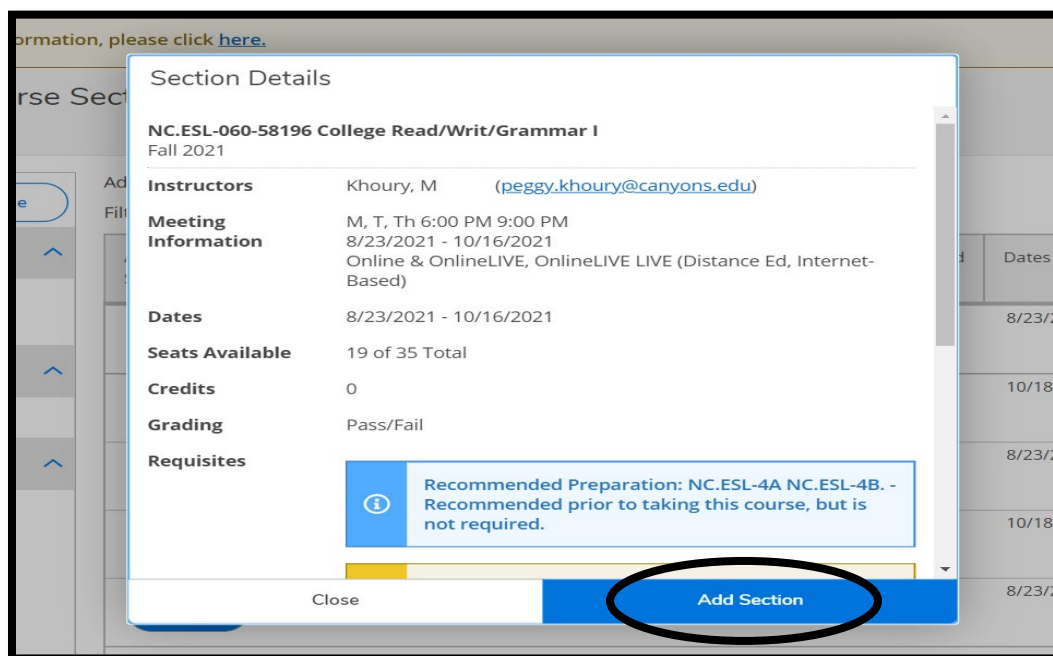
☐ Mc Grath Elementary School (2)

☐ Newhall Elementary School (2)

☐ Old Orchard Elementary School (2)

[Show All Locations](#)

10. When the section detail “pop up” window opens, review the course information and click “**Add Section**”



Information, please click [here](#).

Course Section

Section Details

NC.ESL-060-58196 College Read/Writ/Grammar I

Fall 2021

Instructors Khoury, M (peggy.khoury@canyons.edu)

Meeting Information M, T, Th 6:00 PM 9:00 PM

8/23/2021 - 10/16/2021

Online & OnlineLIVE, OnlineLIVE LIVE (Distance Ed, Internet-Based)

Dates 8/23/2021 - 10/16/2021

Seats Available 19 of 35 Total

Credits 0

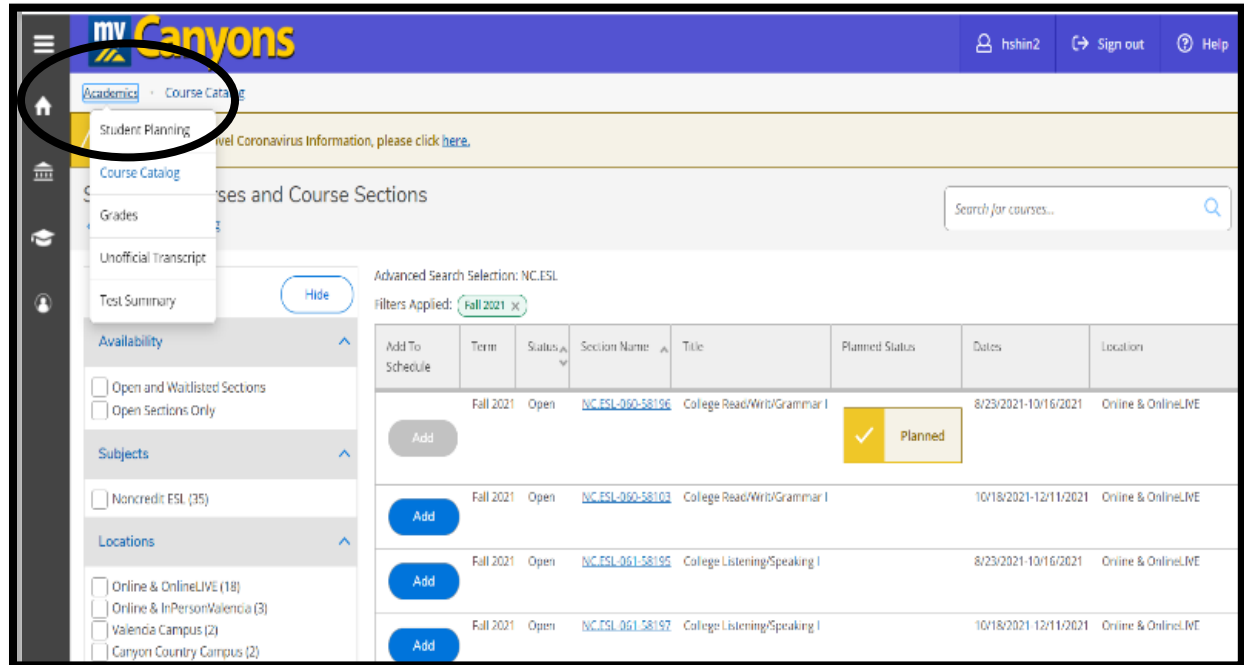
Grading Pass/Fail

Requisites

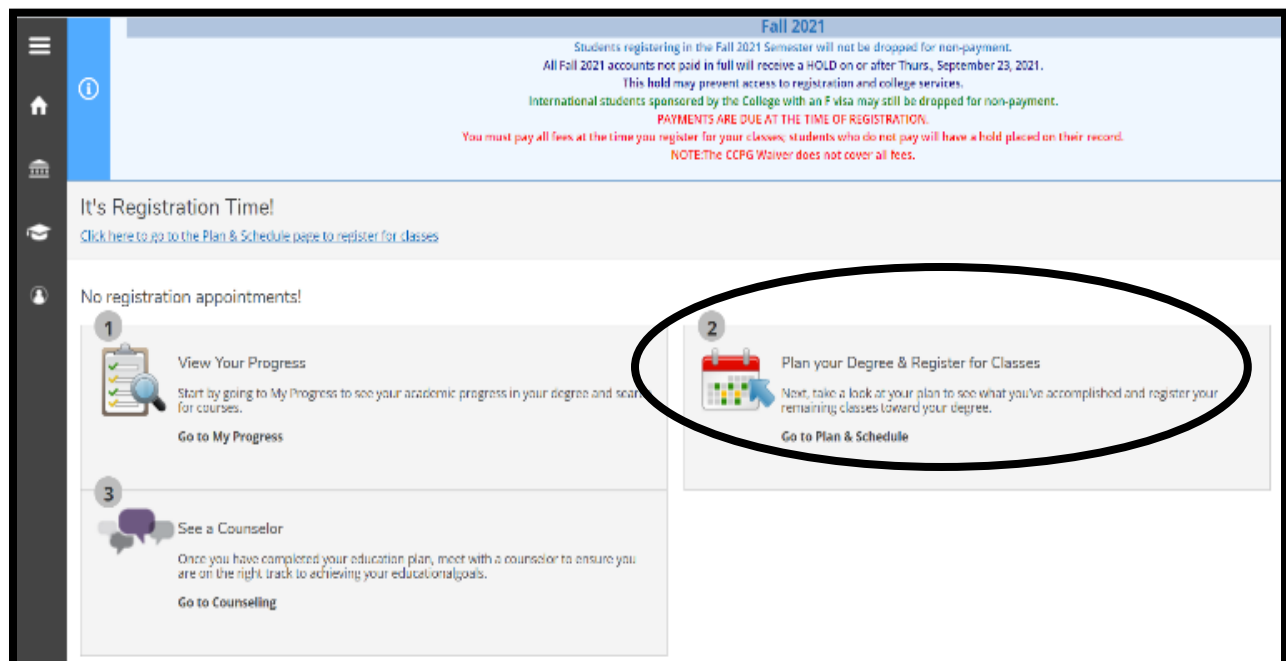
Recommended Preparation: NC.ESL-4A NC.ESL-4B. - Recommended prior to taking this course, but is not required.

Close [Add Section](#)

11. Once you have added all the sections to your schedule, go to **“Student Planning”** by selecting it from the drop-down menu under **“Academics”** in the top left corner



12. Click on **“Plan your Degree & Register for Classes”** in order to finalize registration process



13. Click **“Register”** to add one section at a time or click **“Register Now”** to add ALL the sections you have planned. Classes will turn from **brown color** to **green color** to show successful enrollment



The screenshot displays a course registration interface. At the top, there are navigation buttons for previous/next semester, a dropdown for 'Fall 2021', and buttons for 'Remove Planned Courses' and 'Register Now'. Below this, a status bar shows 'Planned: 0 Credits', 'Enrolled: 0 Credits', and 'Waitlisted: 0 Credits'. The main area is divided into two panels. The left panel shows details for 'NC ESL-060-58196: College Read/Writ/Grammar I', including a warning about recommended preparation (NC ESL-4A) and a requirement to take NC ESL-58197. It also shows a 'Planned' status with a 'Register' button. The right panel is a class schedule grid with days of the week as columns and times (8am to 7pm) as rows. Sections are listed in brown boxes, indicating they are planned but not yet enrolled. A large black arrow points from the 'Register' button in the left panel to the 'Register Now' button at the top right.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am		NC ESL-061-58195 X	NC ESL-061-58195 X		NC ESL-061-58195 X		
10am							
11am							
12pm							
1pm							
2pm							
3pm							
4pm							
5pm							
6pm		NC ESL-060-58196 X	NC ESL-060-58196 X		NC ESL-060-58196 X		
7pm							

