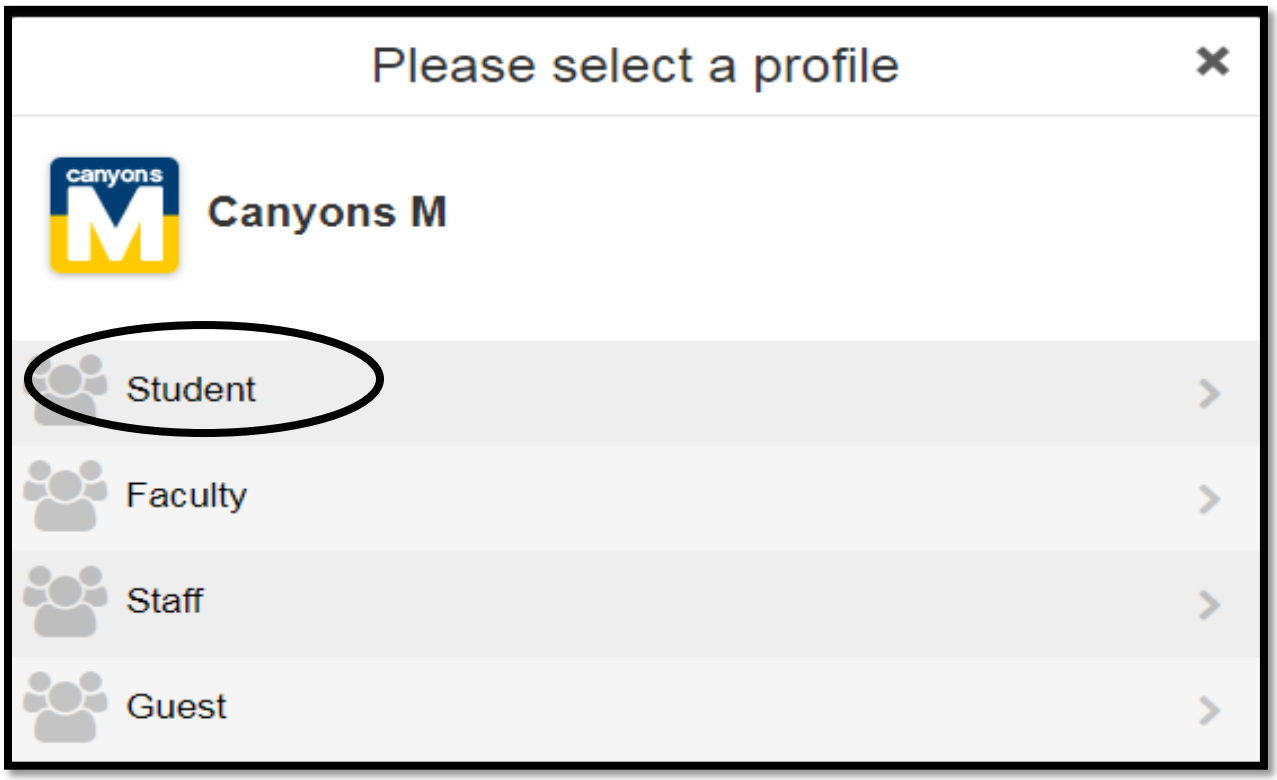
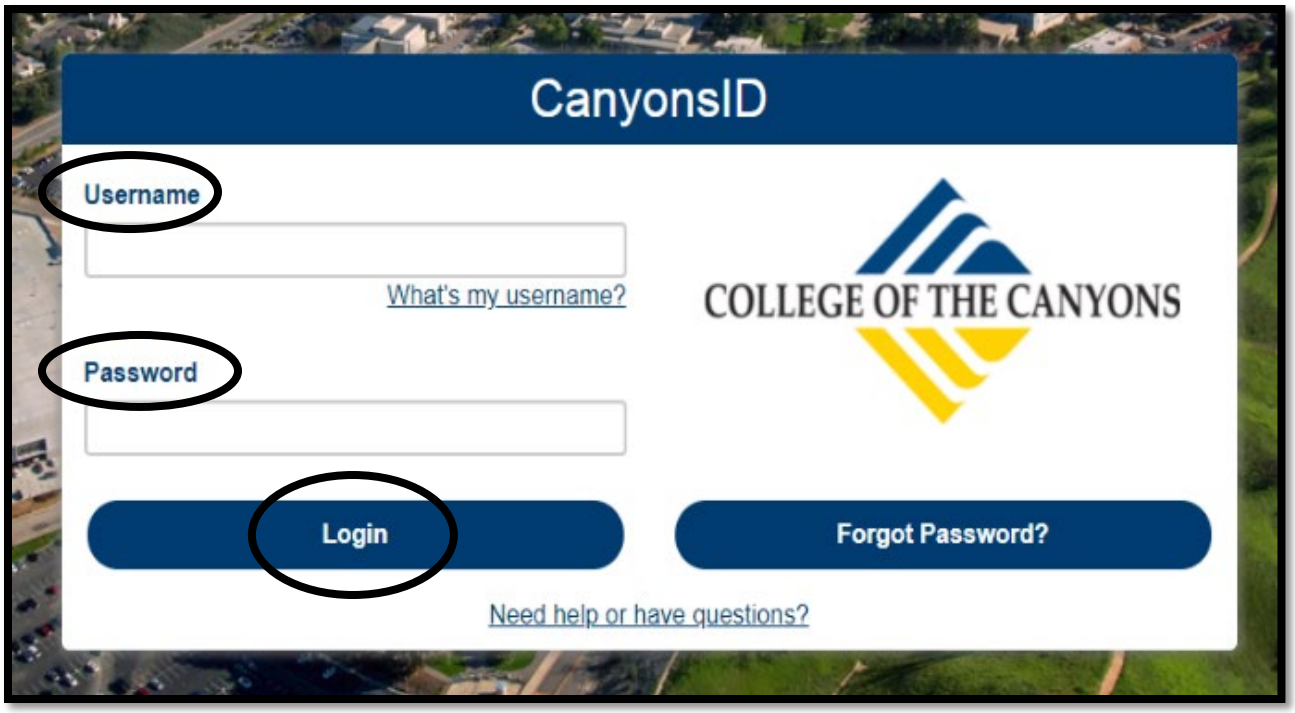
How to register for classes via My Canyons

1. Visit www.canyons.edu and click on "**My Canyons**"

2. Click on **"Student"**

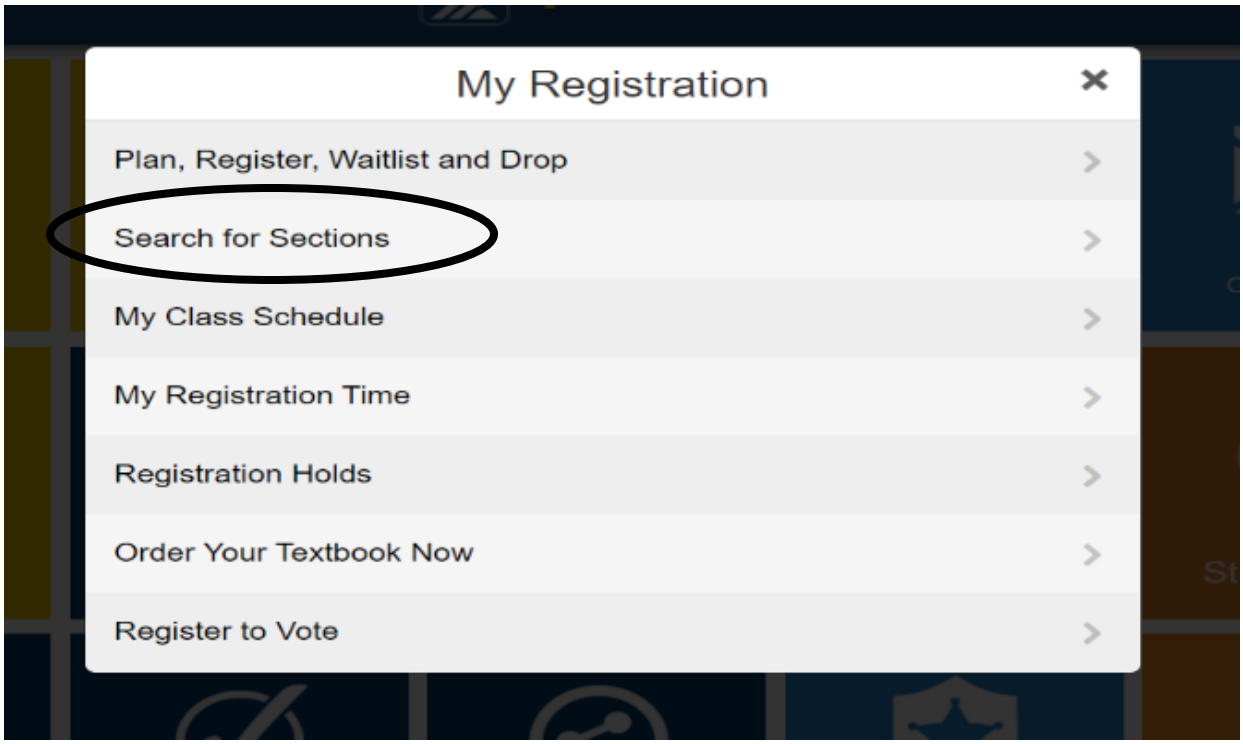


3. Type in your **Canyons ID Username and Password** and then click **“Login”**
   Note: Username is your COC student email address

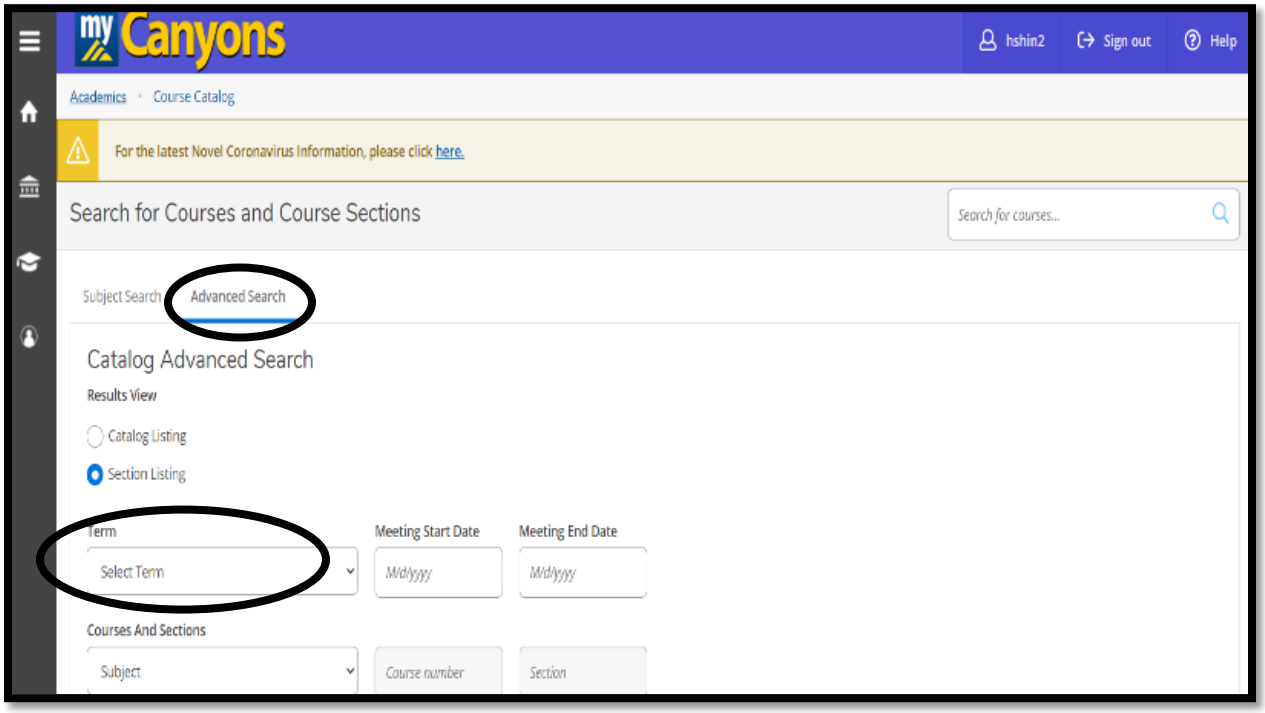


4. Click on green “**My Registration”** tile on the top left corner

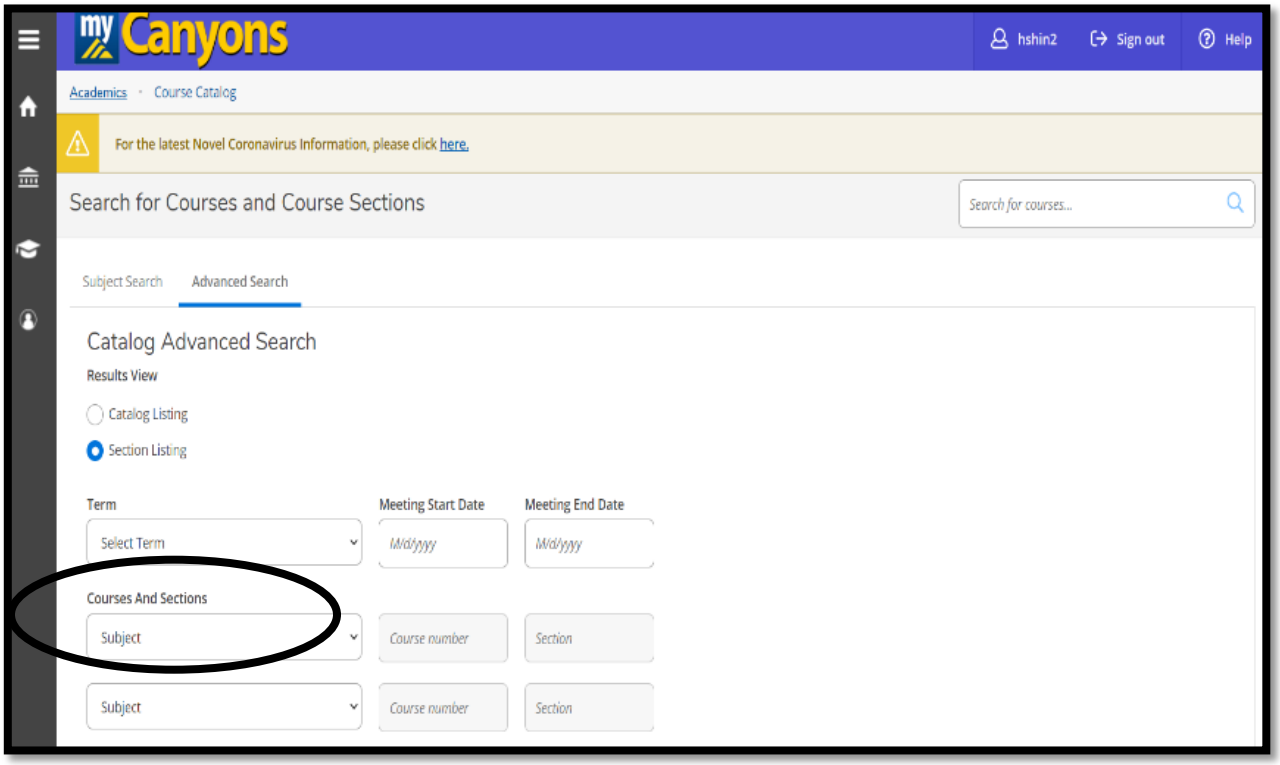
5. Click "**Search for Sections**"



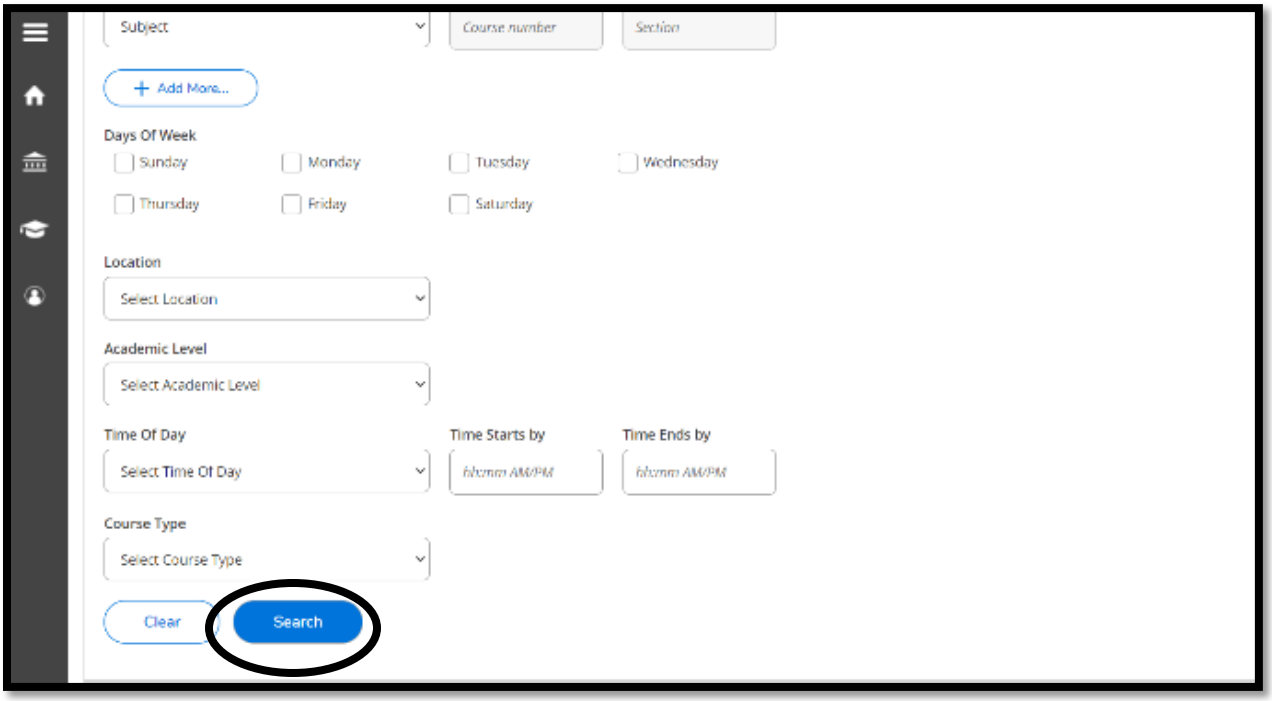
6. Using **"Advanced Search,"** select the **Term** you wish to register for from the drop-down menu (example: Fall 2021)



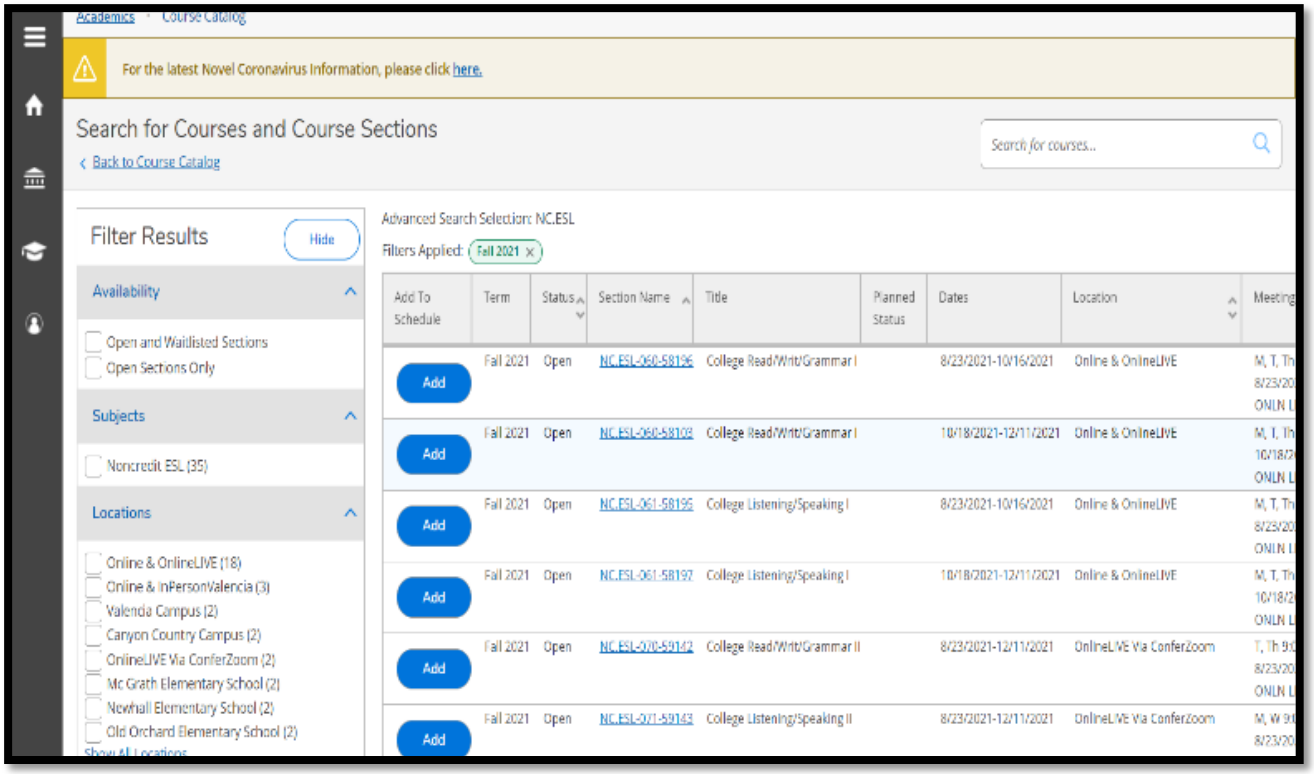
7. On the same page, search alphabetically for **“Noncredit” followed by a course subject** (example: Noncredit ESL, Noncredit Career Skills) from the “Course and Sections” drop-down menu



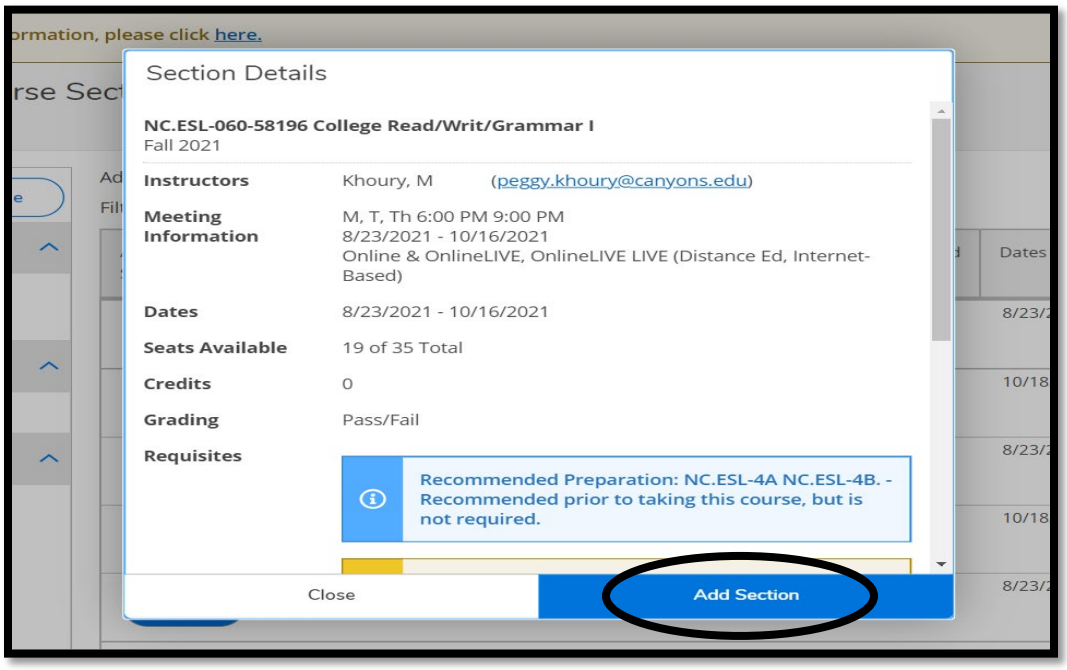
8. Scroll down to the bottom of this page and click on “**Search**”



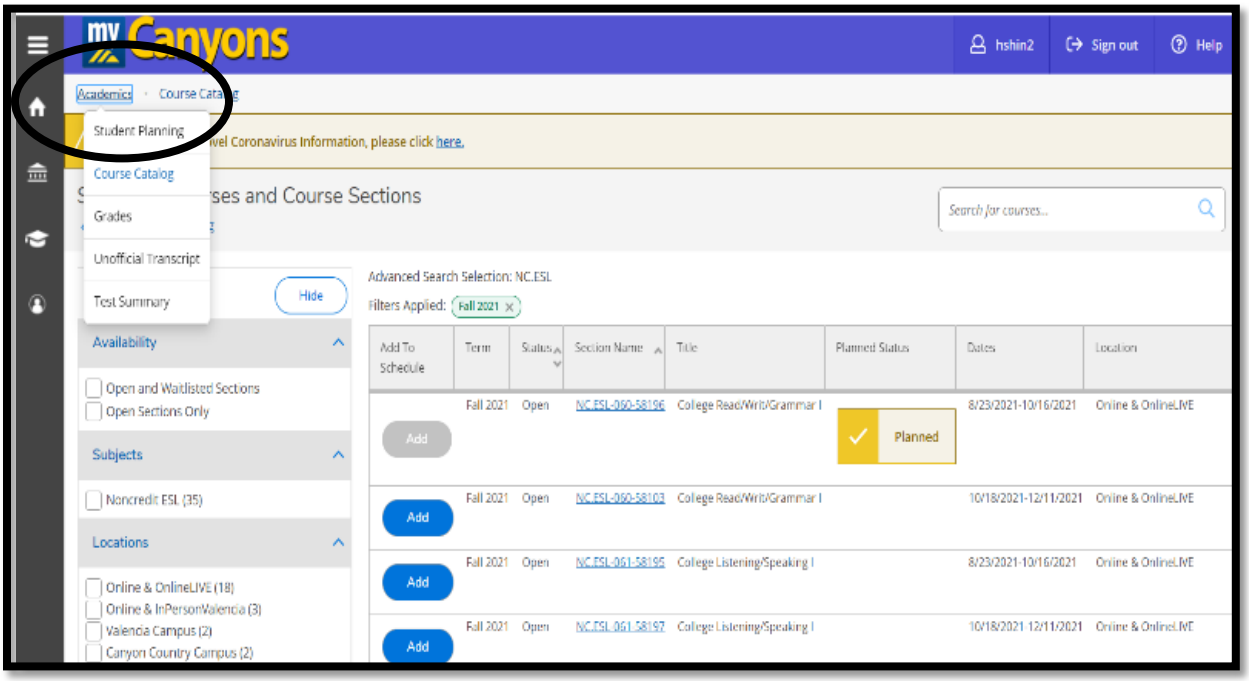
9. When course offerings appear, click **Add** for the course you would like to enroll



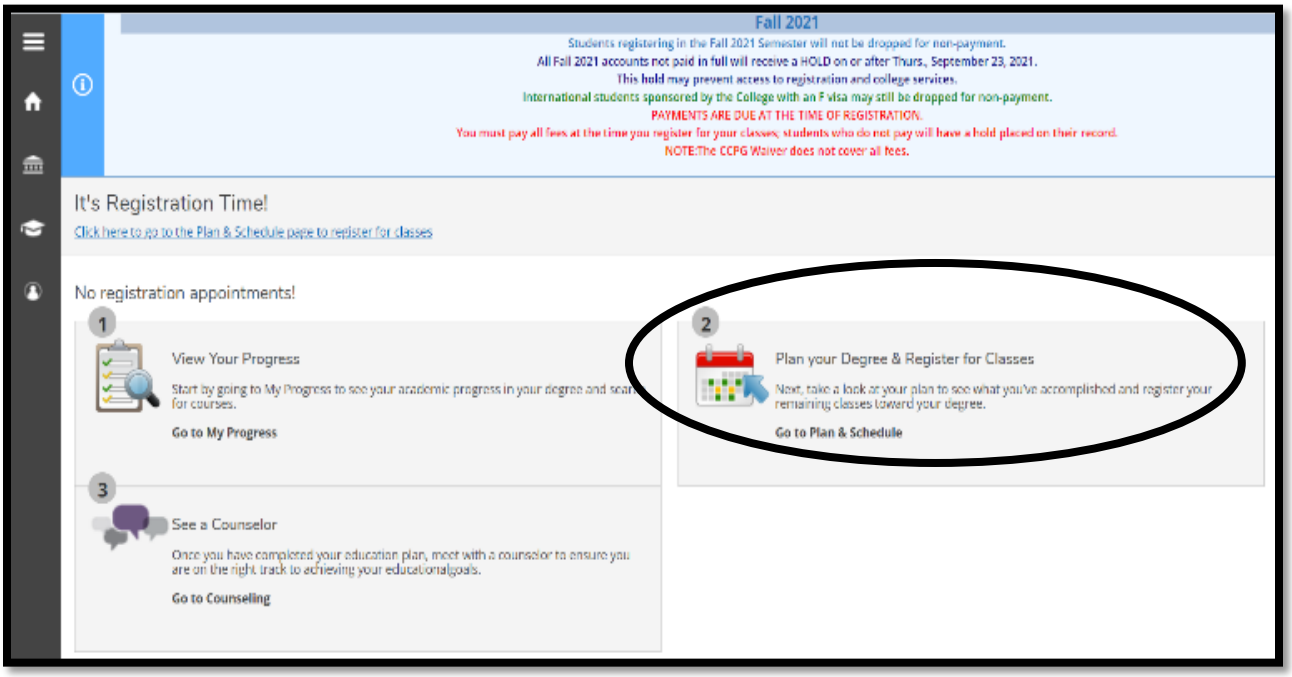
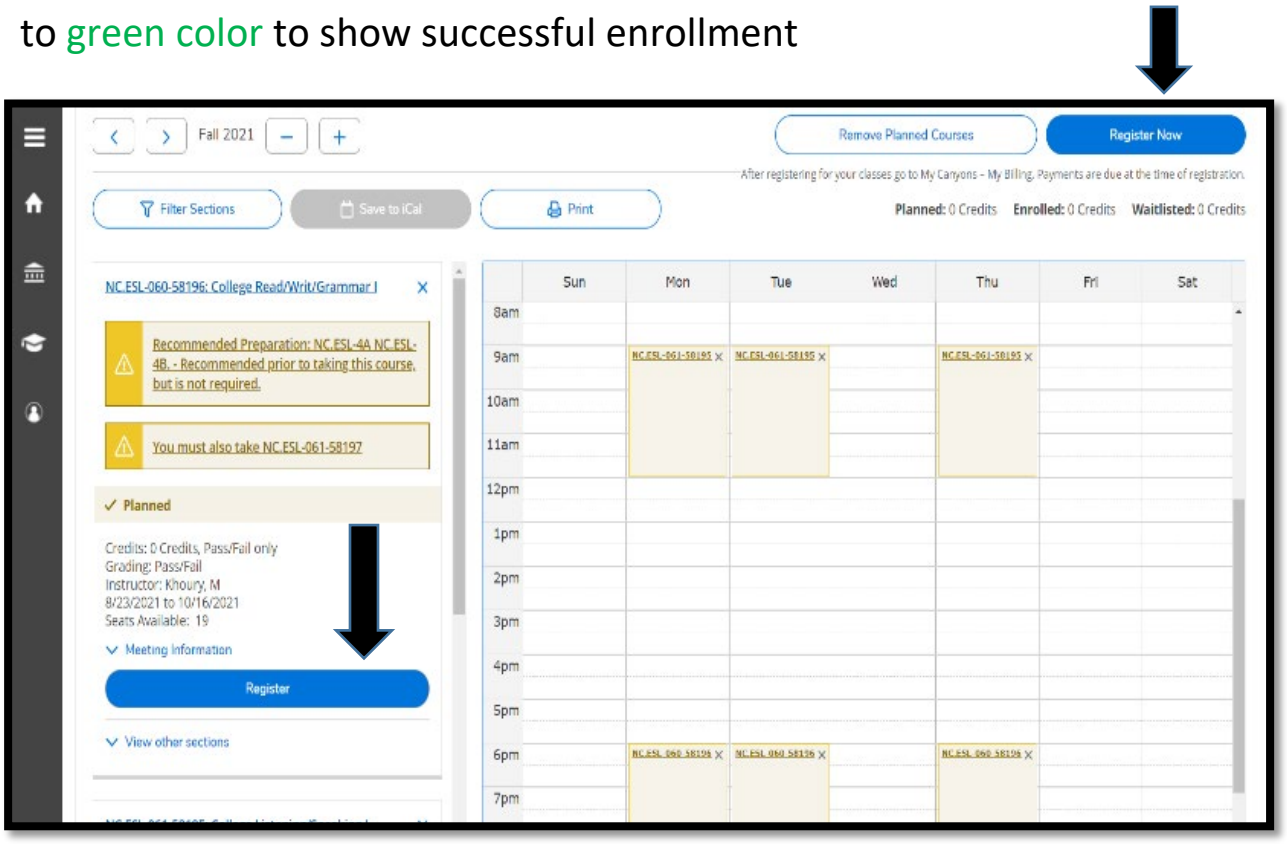
10. When the section detail "pop up" window opens, review the course information and click "**Add Section**"



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