



El Camino College

NAVIGATING THE REGISTRATION PROCESS

Accessing MyECC

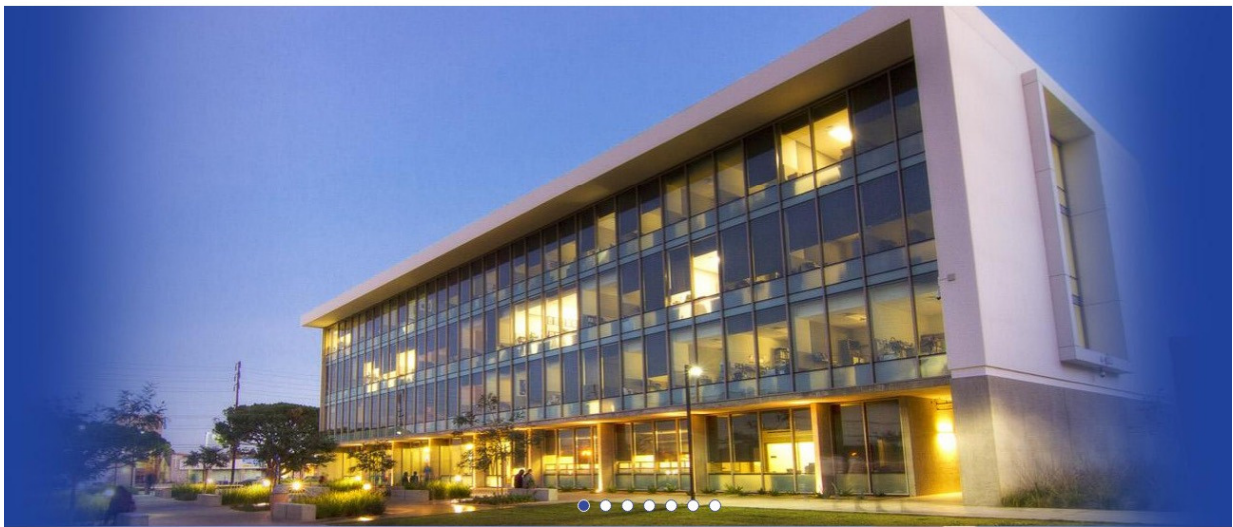
Click
Here

Future Students Current Students Faculty & Staff Community Give

MYECC ASK EL CAMINO APPLY 🔍

 El Camino College

ACADEMICS ADMISSIONS CAMPUS LIFE ABOUT



 START HERE

 CLASS SCHEDULE

 FINANCIAL AID

 ACADEMIC CALENDAR

You can access the MyECC student portal from the main El Camino College homepage:
www.elcamino.edu

MyECC

Please select an option below:

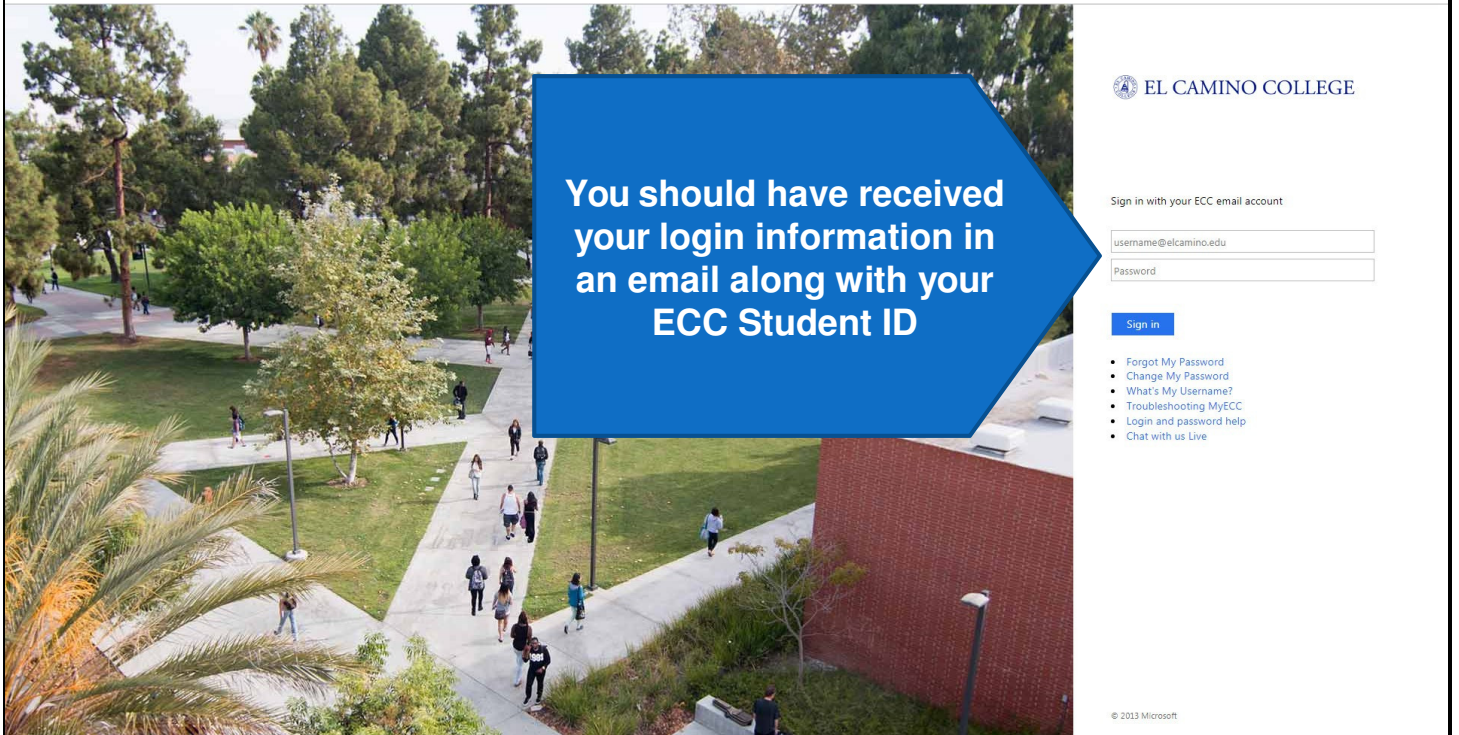
[Click Here](#)

Student

Faculty/Staff

[Troubleshooting MyECC](#)

MyECC Login Page



You should have received your login information in an email along with your ECC Student ID

 EL CAMINO COLLEGE

Sign in with your ECC email account

[Sign in](#)

- [Forgot My Password](#)
- [Change My Password](#)
- [What's My Username?](#)
- [Troubleshooting MyECC](#)
- [Login and password help](#)
- [Chat with us Live](#)

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Zoom in on MyECC Login Page

Sign in with your ECC email account

[Sign in](#)

Technical Issues

- [Forgot My Password](#)
- [Change My Password](#)
- [What's My Username?](#)
- [Troubleshooting MyECC](#)
- [Login and password help](#)
- [Chat with us Live](#)

If you have any problems logging in, use one of these links. You can chat with ITS during regular business hours.

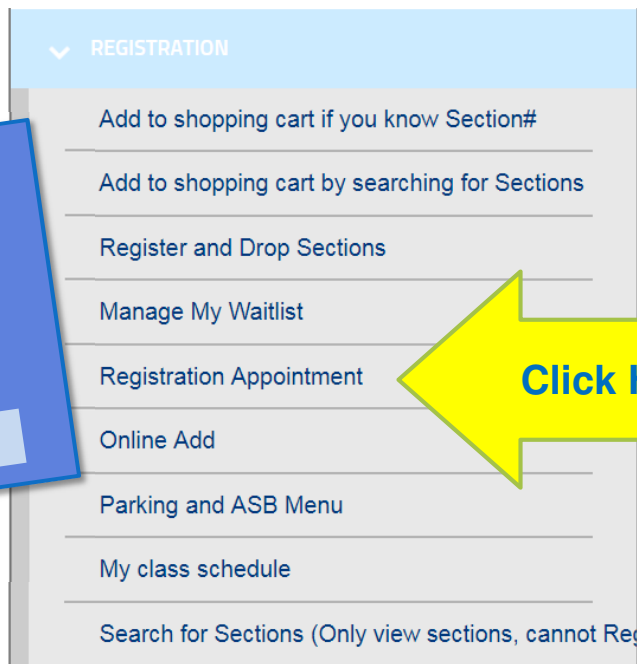
How to find your Registration Appointment Date and Time

The screenshot shows the MyECC student portal interface. At the top, there's a navigation bar with the MyECC logo, a menu icon, and links for Newsfeed, OneDrive, and Sites. Below this is a 'Home' section with a search bar. The main content area is divided into several sections: 'Email' (with a dropdown for 'You Have' and 'Unread Messages'), 'Campus Announcements' (stating 'There were no announcements found.'), 'My Week' (showing a calendar for December 2017), 'Academic Planning' (with links for 'Online Academic Planning' and 'ECC Connect (Starfish)'), 'Title IX - Sexual or Gender based misconduct', and 'ECC Links'. A red circle highlights the 'REGISTRATION' link in the 'Self-Service Menu' on the left. A yellow arrow points to this link with the text 'Click Here'.

This is the home page for MyECC. In the red circle you see “Registration.” Click on it.

How to find your Registration Appointment Date and Time

**You may register
on or after
your registration
appointment.**



To find your Registration Appointment, click on the link. A Registration Appointment Date and Time is assigned to each student. You can register for classes anytime on or after your Registration Appointment Date and Time. Register as close to your appointment as possible.

How to Register

Option 1

- Add to shopping cart by searching for sections—pages 9-15

Option 2

- Add to shopping cart if you know section number—pages 16-20

Once you know your Registration Appointment, you know the earliest you can register for classes. You do not need to wait until your appointment to find your classes.

When it comes time to register, there are two ways:

- Option 1—The first is when you want to search for a course and pick the meeting days and time that works for you. Pages 9-15.
- Option 2—If you have done your research ahead of time and you know the section number of the course you want, there's a different method. Go to pages 16-20 for instructions.

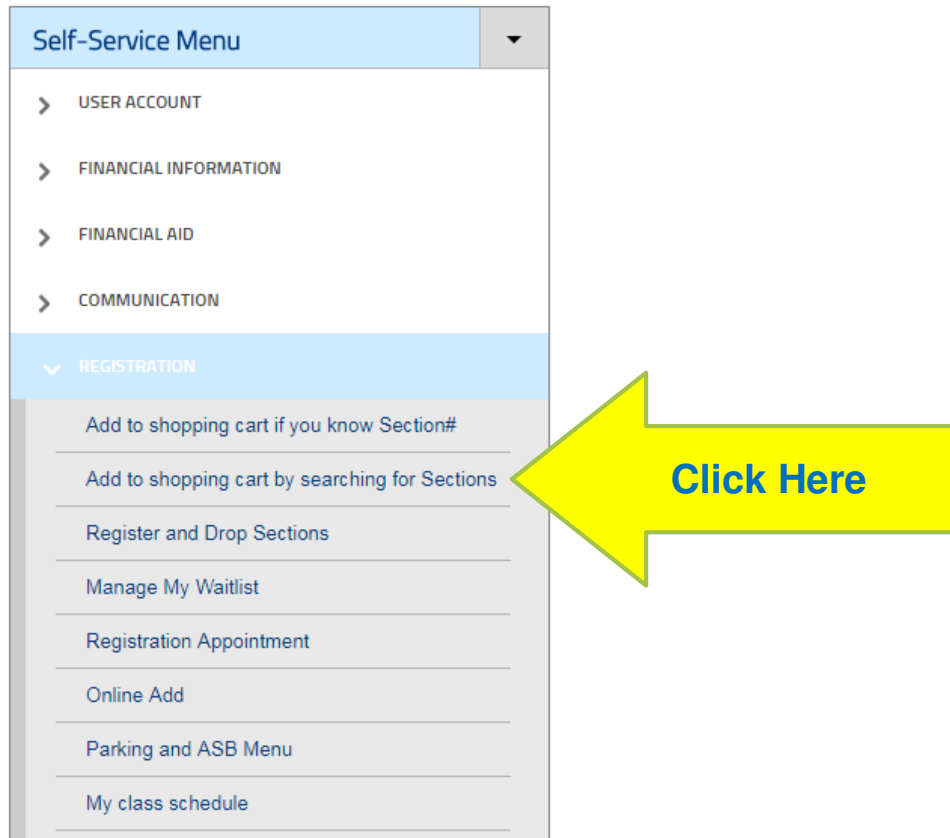
Option 1

Add to Shopping Cart by Searching for Sections

The screenshot shows the MyECC student portal. At the top, there's a navigation bar with 'Newsfeed', 'OneDrive', 'Sites', and a user profile 'Your Name / a'. Below this is a 'Menu' section with 'Student Home' and 'Home' links. A search bar is also present. The main content area is divided into several sections: 'Email' (with 'You Have' and 'Unread Messages' links), 'Campus Announcements' (stating 'There were no announcements found.'), 'My Week' (showing a calendar for December 2017), 'Academic Planning' (with links for 'Online Academic Planning' and 'ECC Connect (Starfish)'), 'Title IX - Sexual or Gender based misconduct', and 'ECC Links'. A red circle highlights the 'Self-Service Menu' on the left, which includes options like 'USER ACCOUNT', 'FINANCIAL INFORMATION', 'FINANCIAL AID', 'COMMUNICATION', 'REGISTRATION', 'ACADEMIC PLANNING', and 'ACADEMIC PROFILE'. A yellow arrow points to the 'REGISTRATION' option with the text 'Click Here'.

These are the steps for Option 1 for searching for sections to register for a class. Select “Registration.”

Add to Shopping Cart by Searching for Sections



Select “Add to shopping cart by searching for sections”.

Add to Shopping Cart by Searching for Sections

Web Advisor [1]

> USER ACCOUNT

> FINANCIAL INFORMATION

> FINANCIAL AID

> COMMUNICATION

▼ REGISTRATION

Add to shopping cart if you know Section#

Add to shopping cart by searching for Sections

Register and Drop Sections

Manage My Waitlist

Registration Appointment

Online Add

Parking and ASB Menu

My class schedule

Search for Sections (Only view sections, cannot

> ACADEMIC PLANNING

> ACADEMIC PROFILE

Web Advisor [2]

Add to shopping cart by searching for Sections x Add to shopping cart by searching for Sections x

Help

Before registering for classes online at MyECC, please refer to the PDF [Schedule of classes](#) for special information that may affect the course section in which you are interested.

Term

Location <-- Choose online for distance education courses

Starting On/After Date Ending By Date

Subject	Course Number	Section

Sections Meeting After Sections Ending Before

Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sunday ☐

Course Title Keyword(s)

Instructor's Last Name

SUBMIT

You will see this screen.

Add to Shopping Cart by Searching for Sections

The screenshot shows the 'Web Advisor [2]' interface for adding items to a shopping cart. It features a search form with several fields and a 'SUBMIT' button. Instructional arrows are overlaid on the form:

- A blue arrow labeled 'Select Term & Location' points to the 'Term' and 'Location' dropdown menus.
- A blue arrow labeled 'Select Subject and Course Number' points to the 'Subject' and 'Course Number' dropdown menus.
- A red arrow labeled 'Leave Everything Else Blank!' points to the 'Starting On/After Date', 'Ending By Date', 'Sections Meeting After', and 'Course Title Keyword(s)' fields.
- A red arrow labeled 'Leave Blank' points to the 'Section' dropdown menu.
- A blue arrow labeled 'Click Submit' points to the 'SUBMIT' button.

The form fields include:

- Term:
- Location: <-- Choose online for distance education courses
- Starting On/After Date: Ending By Date:
- Subject: Course Number: Section:
- Sections Meeting After: Sections:
- Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐
- Course Title Keyword(s):
- Instructor's Last Name:
- SUBMIT

Select your term (Spring, Summer, or Fall Semester 2018, etc.) and Location (El Camino College or online courses for El Camino College).

Next, select the Subject and Course Number. The classes for the Retail Management Certificate are Business 1A or Business 11, Business 14, Business 19, Business 20, Business 21, Business 22, Business 29, and CIS 13.

Leave the other fields blank. Click "Submit".

Example of Searching for a Class

Term

Fall Semester 2018

Location

El Camino College

<-- Choose online for distance education courses

Starting On/After DateEnding By Date

Subject

Course Number

Section

Political Science	1	

Sections Meeting AfterSections Ending Before

Mon☐Tue☐Wed☐Thu☐Fri☐Sat☐Sunday☐

Course Title Keyword(s)

Instructor's Last Name

SUBMIT

CLASS SCHEDULE

Political Science

(Division of Behavioral & Social Sciences 310-660-3735)

Political Science 1 - 3 Units
Governments of the United States and California
Recommended Preparation: eligibility for English 1A

2702	7:45-9:10am MW LEC	T. Klein
2706	7:45-9:10am TTh LEC	K. Striepe
2708	9:30-1:05pm M LEC	T. Klein
2714	9:30-10:55am MW LEC	D. Reed
2716	9:30-10:55am TTh LEC	L. Houske
2718	9:30-10:55am TTh LEC	E. Munoz

Section 2718 is designed for students in the Honors Transfer Program.

Click "Submit". Note that the subject and course number align with the Class Schedule and Catalog.

Add to Shopping Cart by Searching for Sections

Web Advisor [2]

Section Selection Results x

[Go back](#) [Help](#)

Co-requisite classes that do not meet your selection criteria may be displayed.

Before registering for classes online at MyECC, please refer to the PDF [Schedule of classes](#) for special information that may affect the course section in which you are interested.

Narrow my search ☐

Re-sort my results TERM Term, Section Name Open 7 / 45 / 0

Select	Term	Status	Section Name and Title	Location	Meeting Information	Distance Ed.	Faculty	Available/Capacity/Waitlist	Credits
☐	Winter Session 2018	Closed	POLI-1-2705 (2705) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 206		A. Gordon	0 / 45 / 0	3.00
☐	Winter Session 2018	Closed	POLI-1-2709 (2709) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 212		K. Striepe	0 / 45 / 9	3.00
☐	Winter Session 2018	Open	POLI-1-2711 (2711) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 117		J. Casper	0 / 45 / 6	3.00
☐	Winter Session 2018	Open	POLI-1-2717 (2717) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 201		T. Klein	35 / 45 / 0	3.00
☐	Winter Session 2018	Waitlisted	POLI-1-2723 (2723) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 10:30AM - 12:40PM, Social Science, Room 206		A. Gordon	0 / 45 / 1	3.00
☐	Winter Session 2018	Waitlist Full	POLI-1-2725 (2725) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 10:30AM - 12:40PM, Social Science, Room 212		K. Striepe	0 / 30 / 10	3.00
☐	Winter Session 2018	Waitlisted	POLI-1-2755 (2755) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 10:30AM - 12:40PM, Social Science, Room 117		J. Casper	0 / 45 / 7	3.00
☐	Winter Session 2018	Waitlisted	POLI-1-2751 (2751) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 10:30AM - 12:40PM, Social Science, Room 117		J. Casper	0 / 45 / 7	3.00

For this example, Political Science 1 is displayed. On this screen you can see all the sections of Political Science 1 (POLI-1) for the selected term.

- If a section's **Status** is **Open**, it means there is still space for you to register for that class. If **Waitlisted**, there might be some possible seats available or you can be next in line to get in the class. **Closed or Waitlist Full** means that the class is completely full as well as the waitlist (10 people max in the waitlist).
- **Location** can be online or at El Camino College.
- **Meeting Information** tells you the dates, times, and meeting room. If it says "(More)" at the end, make sure to click it because will include extra class meeting times.
- **Faculty** shows the name of professor teaching the class.
- **Credits** in this instance means units.

When you decide on a course, click the "Select" checkbox and then click "Submit".

Add to Shopping Cart by Searching for Sections

Web Advisor [2]

Section Selection Results x Registration Results x Register and Drop Sections x Register and Drop Sections x

Help

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Name Your Name

Action for entire shopping cart(or choose below) ▼

Shopping Cart (You are NOT registered into these sections yet)

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
▼	Winter Session 2018	POLI-1-2717 (2717) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 201	T. Klein	35 / 45 / 0	3.00	

If one of my choices is not available
ALL Allow me to adjust all ▼

SUBMIT

Manage Waitlist | My Schedule

The selected course is now in your Shopping Cart.

Please note: You have not registered for a course yet – you are only adding it to your shopping cart, just like when you shop online.

If you get to this point before your Registration Appointment Date and Time, your selected courses will be saved in your cart. If it is after your Registration Appointment Date and Time, you may complete the registration process. **See page 21.**

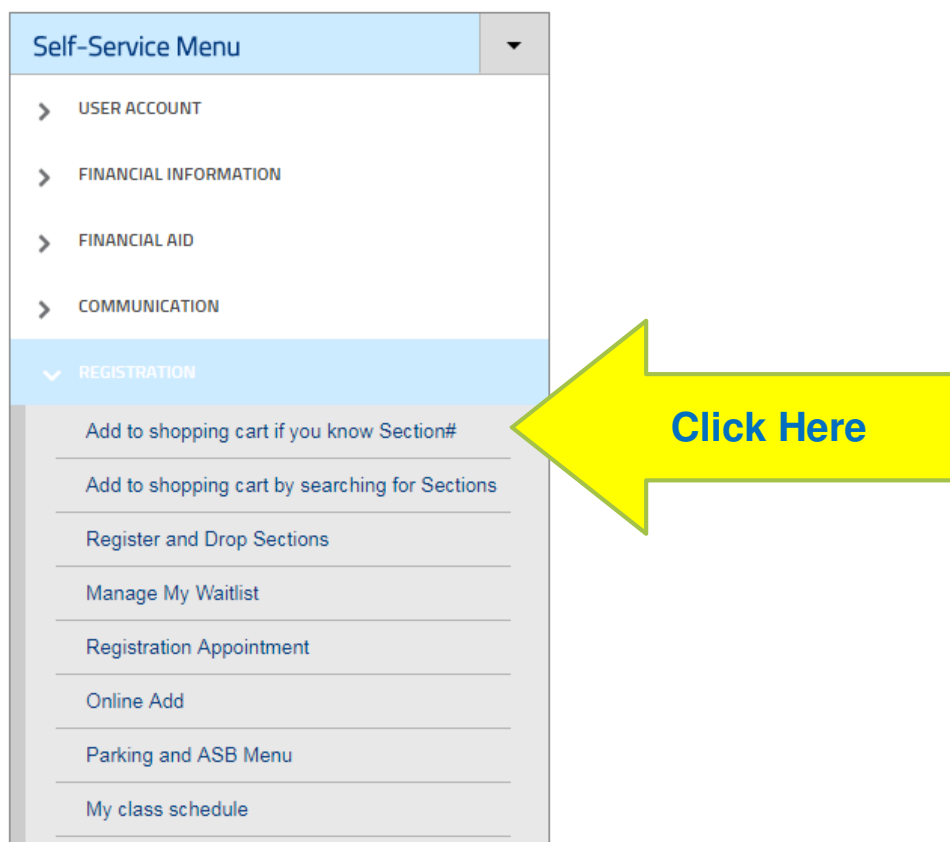
Option 2

Add to Shopping Cart if you Know Section Number

The screenshot shows the MyECC student portal. The top navigation bar includes the MyECC logo, a menu icon, and links for Newsfeed, OneDrive, and Sites. A user profile dropdown shows 'Your Name /a' and a help icon. Below the navigation bar, the 'Home' page is displayed. On the left, the 'Self-Service Menu' is highlighted with a red circle, and a yellow arrow points to the 'REGISTRATION' link. The menu items are: USER ACCOUNT, FINANCIAL INFORMATION, FINANCIAL AID, COMMUNICATION, REGISTRATION, ACADEMIC PLANNING, and ACADEMIC PROFILE. The 'My Week' section shows a calendar for December 2017, with a focus on Tuesday, December 5th. The calendar lists classes for ART-274-5224 Jewelry Fabricati, ARTN Art Building - North wing, Room 133, Ms. Irene S. Mori. The right sidebar contains links for Academic Planning, Employment, and ECC Email. The 'Online Academic Planning' section provides information on how to use the Self-Service Academic Planning link. The 'ECC Connect (Starfish)' section describes the tool for connecting with people and services. The 'Title IX - Sexual or Gender based misconduct' section provides information on what to do if you are a victim of sexual or gender-based misconduct. The 'ECC Links' section is also present.

Click "Registration."

Add to Shopping Cart if You Know Section Number



Click “Add to shopping cart if you know Section #”.

Use this method if you know the 4-digit section number for your desired course.

The classes for the Retail Management Certificate are Business 1A or Business 11, Business 14, Business 19, Business 20, Business 21, Business 22, Business 29, and CIS 13.

Add to Shopping Cart if You Know Section Number

The screenshot shows a web form titled "Web Advisor [2]". Below the title is a header bar with the text "Add to shopping cart if you know Section#" and a red close button. Below this is a light blue instruction bar: "Enter the section number (e.g. 1070) for one or more sections." The main form area contains a table with two columns: "Section" and "Term". There are ten rows, each with a text input field for the section number and a pull-down menu for the term. A blue arrow on the left points to the first "Section" input field with the text "Type in 4-Digit Section #". A blue arrow on the right points to the first "Term" pull-down menu with the text "Then select the Term". A large blue arrow at the bottom points to a "SUBMIT" button with the text "Click Submit".

Section	Term

SUBMIT

Enter the 4-digit section number. Then select a term from the pull-down menu.

Click "Submit".

Example of Searching by Section Number

Add to Shopping Cart if You Know Section Number

Web Advisor [2]

Add to shopping cart if you know Section# ×

Enter the section number (e.g. 1070) for one or more sections.

Section	Term
2706	2018/FA Fall Semester 2018 ▾
	▾
	▾
	▾
	▾
	▾
	▾
	▾
	▾
	▾

SUBMIT

CLASS SCHEDULE

Political Science

(Division of Behavioral & Social Sciences 310-660-3735)

Political Science 1 - 3 Units

Governments of the United States and California

Recommended Preparation: eligibility for English 1A

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2706	7:45-9:10am TTh LEC	K. Striepe
2708	9:30-1:05pm M LEC	T. Klein
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2716	9:30-10:55am TTh LEC	L. Houske
2718	9:30-10:55am TTh LEC	E. Munoz

Section 2718 is designed for students in the Honors Transfer Program.

Add to Shopping Cart if You Know Section Number

Web Advisor [2]

Section Selection Results x Registration Results x Register and Drop Sections x Register and Drop Sections x

Help

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Name Your Name

Action for entire shopping cart(or choose below)

Shopping Cart (You are NOT registered into these sections yet)

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
	Winter Session 2018	POLI-1-2717 (2717) Governments US/Calif	El Camino College	01/04/2018-02/06/2018 Lecture Monday, Tuesday, Wednesday, Thursday, Friday 08:00AM - 10:10AM, Social Science, Room 201	T. Klein	35 / 45 / 0	3.00	

If one of my choices is not available

ALL Allow me to adjust all

SUBMIT

Manage Waitlist | My Schedule

You have added the course to your shopping cart. You can confirm the course details on this screen. Note: You have not registered for the course yet.

Register from Shopping Cart

Web Advisor [2]

Section Selection Results x Registration Results x Register and Drop Sections x Register and Drop Sections x

Help

IMPORTANT: All new registrations and drops will be finalized when you click submit. You will be provided with a receipt of your actions.

Select Register
(other options: Waitlist, Remove from List)

Click Submit

Section Name and Title	Location	Meets	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
POL-1-2717 (2717) Governments US/Calif	El Camino College	01/04 08:00	day, Tuesday, Wednesday, Thursday, Friday Room 201	T. Khan 35 / 45 / 0	3.00	

If one of my choices is not available
ALL Allow me to adjust all

Manage Waitlist | My Schedule

Submit

You can now complete the registration process from this screen, if it is after your Registration Appointment Date and Time.

With your desired course(s) in your shopping cart, select “Register” from the drop-down menu in the box on the left. Then click “Submit”.

It's important to make sure to select the correct action for each course because you will not get a confirmation.

If you experience an error message while attempting to register for classes, please contact the

Registration Help Line

310-660-6034

Monday – Thursday

9:00 am to 5:00 pm

Only available during registration periods

Or call Outreach & School Relations

310-660-3487