

Registering Online for Staff & Organizational Development Classes

Registering for Classes.

1. Login to My JCCC
2. Select EASI Tab
3. Select Student & Financial Aid.
4. Select Enrollment
5. Select Add or Drop Classes.
6. Select a Term
(Staff Dev 2008 – 2009)
Press Submit

My JCCC

Welcome Edward R Lovitt
You are currently logged in.

e-mail calendar groups logout help

My JCCC **EASI** My Courses My Finances JCCC Applications Sample July 10, 2006

Personal Information
Addresses, contacts, e-mail, marital status, SSN, PIN.

Alumni
Find classmates, communicate, career advisor, job posting, online giving, volunteer.

Employee
Time sheets, time off, benefits, leave or job data, pay stubs, W2 and T4 forms, W4 data.

Faculty
Enter grades and registration overrides, view class lists, student information.

Student & Financial Aid
Register, view academic records and financial aid.

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Student Services & Financial Aid

Admissions
Apply for Credit Admission or Review Existing Credit Applications

Enrollment
Check your enrollment status, class schedule and add or drop classes

My Finances
Make Payments, View Bills, etc

Student Records
View your holds, grades, transcripts and account summary. **Credit Spring 2006 grades will be available after noon on Wednesday, May 24th.**

Financial Aid
Apply for Financial Aid, review status and loans

Account Summary by Term/Receipt
View account information by term, information used as receipt.

Student Services & Financial Aid

Enrollment

Select Term

Add or Drop Classes

Look Up Classes

My Finances

Week at a Glance

Student Detail Schedule

Enrollment Status

Update Student Term Data

Active Enrollment

Registering for Classes.

7. Scroll to the bottom of the web-page to see the CRN boxes.
8. Enter the CRN numbers in the Add Classes Worksheet.
(Submit Changes)

(The CRN's are found in the Schedule of Events)

8. Confirm Successful Enrollment with Current Schedule of Classes
9. Exit My JCCC.

For Online Registration Questions

Contact:

Staff Development Office 469-7654
or
email staffdev.dept@jccc.edu

Important! Be sure to select the term in which you are currently enrolled or would like to enroll. Paying in the wrong term may cause you to be dropped from your classes.

Select a Term:

Submit

Add Classes Worksheet

CRNs

Submit Changes

Class Search

Reset

ZORII 100 – New Staff Orientation
(Pre-requisite) None
Welcomes all new employees, acquaint

CRN	Sec.	Start Date
30135	006	Thr. 2/05/04
30147	007	Mon. 3/08/04
30165	008	Tue. 4/06/04
30170	009	Wed. 5/12/04

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Drop/Delete on Jan 08, 2004		30230	ZETC	135	001	Staff Development	0.000	Staff Development	Pocket PC Computer Camp
Web Registered on Jan 08, 2004		30191	ZWEL	120	001	Staff Development	0.000	Staff Development	T'ai Chi
Web Registered on Jan 12, 2004		30130	ZTTG	227	007	Staff Development	0.000	Staff Development	Banner Online Requisitions