

# ENROLLMENT INSTRUCTIONS

Using the Degree Planner and Schedule Assistant to Enroll the Cougar Way

## SELECT CLASSES FOR NEXT SEMESTER

1. Login to MyCSUSM and go to **Student Center**. Click **Degree Planner** and follow prompts.
2. View the upcoming semester plan. For each "Not Selected" requirement line, click **Select** and choose any course from the list. All listed courses will meet a graduation requirement.

Spring 2019

In Progress Units 3.00 Planned Units 10.00 Target Units 15.00

Once you have made your course selections, click on the **ARR PLANNED LINK** (top of page), to confirm that your selections sufficiently meet your degree requirements for the major/minor.

In Progress: GEL 101

Requirement	Notes	Critical	Units	Course	Info	Select Course	Lock	Advisor Message	Remove
GE: ARTS/HUMANITIES COURSE (Also Fulfills GE Area C3)			3	Not Selected		Select	<input type="checkbox"/>		✕

## BUILD A CLASS SCHEDULE

3. Once all courses are selected for the upcoming semester, click on **Schedule Assistant** at the top of the page. **Open Schedule Assistant** (Enable pop-ups). **Save and Continue** for location (Main Campus).

SCHEDULE ASSIST

4. Use the "click here" link in the message box located under the Courses section to import the selected courses from Degree Planner.

### Courses

+ Add Course

Add the courses you wish to take for the upcoming term.

Your Degree Planner shows 2 courses for Spring 2019, [click here](#) to load them into your course list.  
Note: Planned courses that are not offered for Spring 2019 are not included in the course count above and will not be loaded into your course list.

5. **Generate Schedules**. A list of possible schedule combinations will display.

Generate Schedules

6. Click **View**, choose a class schedule, and **Send to Shopping Cart**. A prompt will display to leave Schedule Assistant and return to MyCSUSM to proceed with enrollment.

View

1




Work, General Educ. Life Long Learn-101-03-20440, Mathematics-125-10-22586, Mathematics-125-11A-22587, Psychology-100-11A-21777, Psychology-100-10-21776

Send to Shopping Cart

# COMPLETE ENROLLMENT

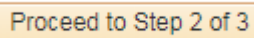
7. **Import Cart.**

Click  to continue with registration.

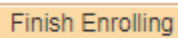
8. Click **Next** for each class to add them to the Shopping Cart.



9. **Proceed to Step 2 of 3.**



10. **Finish Enrolling.**



Check **My Class Schedule** to view enrollment status. Check back regularly for updates (location changes, class status, and waitlist position).