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.

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).

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

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

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.
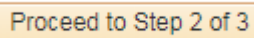
COMPLETE ENROLLMENT

7. **Import Cart**.

   Click [Import Cart] to continue with registration.
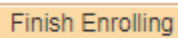
8. Click **Next** for each class to add them to the Shopping Cart.

   [Next]

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

   [Proceed to Step 2 of 3]

10. **Finish Enrolling**.

    [Finish Enrolling]

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