#### Go to: www.lahc.edu



#### **Reminders:**

\*Meet with a Counselor to create your Student Education Plan. You will need to know what classes to take for the specific term.

\*Have your student id number ready and your student portal password.

\*Build your class schedule keeping in mind any other life commitments.

\*If you need assistance navigating class search, accessing your student portal please call us at the Welcome Center 310-233-4078.

# **Build Your Class Schedule**

\*Use your student educational plan provided by your

#### counselor to select courses for the semester.

Search for Classes					
Enter Search Criteria					
Search for Classes				Select Correct Term:	
Institution	LA Community College Distri	ict 🗸	-	<u>Select correct lenii.</u>	
Term		~	-	Fall, Winter, Spring, Summer and	
Select at least 2 search criteria. Select Search to view your search results.			the Vear		
Search criteria may be selected from the following:					
<ul> <li>In Person: All meetings are required in person as scheduled.</li> <li>Online: No real-time meetings are required. All activities are online.</li> <li>Online Live: Real-time meetings are required as scheduled. All activities are online.</li> <li>HyFlex: Students can choose to join each scheduled class session in person or online live.</li> <li>Hybrid: Some in person meetings are required as scheduled. The remaining activities are online.</li> <li>Zero Textbook Cost: Textbooks/readings will be provided free of cost.</li> <li>Low Textbook Cost: Textbooks are limited per high school dual enrollment agreement.</li> </ul>					
<ul> <li>Noncredit: Does not generate units of credit.</li> <li>Bilingual: Taught in English and another language</li> <li>Not in English: Taught in a language other than English</li> <li>Honors: Enrollment may be limited to students in the Honors program.</li> <li>PACE: Enrollment may be limited to students in the PACE program.</li> </ul>				ubject in Alphabetical Order: mple: "A" for Art Classes,	
			the	n select "Select"	
*	select subject	S	ubject		
Course Number	is exactly		<b>~</b>		
Course Career			~		
Campus	Los Angeles Harbor College		~		
Class Search Type				Select Correct College:	
	Show Open Classes On	ly	٦	Los Angeles Harbor College	
Meeting Start Time	greater than or equal to		<u> </u>		
Meeting End Time	less than or equal to		~		
Days of Week	include only these days		~		
Days of Week		Wed		urs Eri Sat Sun	
Instructor Last Name	begins with				
Class Nbr	?				
Course Keyword			?	)	
Course Component	✓				
Session			~		
Clear Search					
				Finally Click on "Search"	
		4	All Co and Y	urses Offered for the Selected Term ear will be Populated	

## How to Read Class Search Results



Ready to register for your classes? Log in to your Student Portal



\*If you need assistance resetting your student portal password, please call the Welcome Center at 310-233-4078 or send an email to Welcomecenter@lahc.edu for more information.



#### Click on "Manage Courses (Add/Drop)" Tile

Once you are in the Manage Courses tile, you will need to select the correct term, then you need to add the course (s), enter the course section number or the course name and number, then select the arrow to continue.

	Manage Classes	A :
2025 Spring	1	
View My Classes/Schedule	Search For Classes () 3	3
My Weekly Schedule	Additional ways to search	1
W Shopping Cart	Favorites	
Q Class Search and Enroll	r Recently Viewed	
📕 Drop Classes	2	4
韋 Swap Classes		
🖹 Browse Course Catalog		
Enrollment Dates		
🔁 Planner		
Z Enroll by My Requirements		
Student Educational Plan		

## **Remember to Select the Following:**

-Select the term (Fall, Winter, Spring, Summer); then click "<u>Class Search and Enroll</u>"

Enter the course section number or course name and number, then select the arrow to the far right

-Once the course offerings are displayed, double check that the course is offered at

LA Harbor College and that it's in-person or online with our without live class meetings, days/times you can attend

-If you need assistance selecting courses for your major/degree/interest please

contact the General Counseling department to schedule an appointment with a

Counselor, 301-233-4230 or via email at generalcounseling@lahc.edu

-If you need support navigating the student portal tiles, please call the

Welcome Center at 310-233-4078

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