

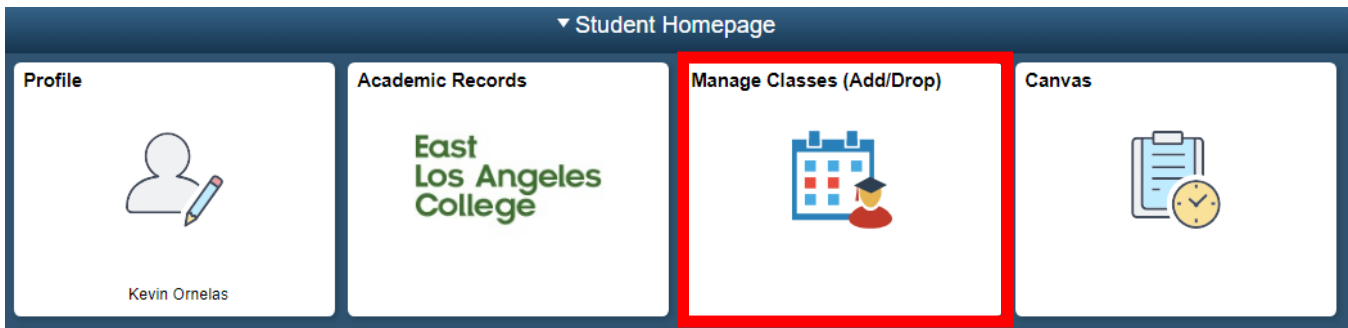


ELAC WSRC

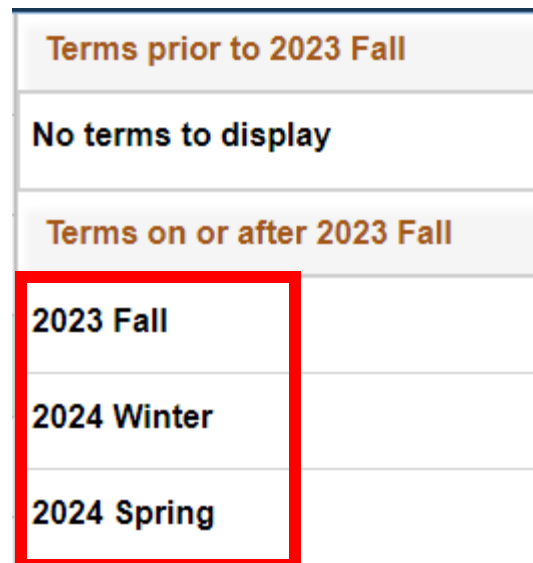
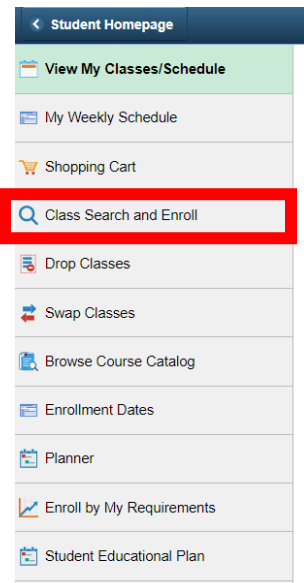
WELCOME & SUPPORT RESOURCE CENTER

ELAC: How to Add Classes

1. Sign into your student portal: <https://mycollege.laccd.edu>
2. Click on “Manage Classes (Add/Drop)”



3. On the Left-Hand side, select “Class Search and Enroll”



4. Select the term (semester) you are trying to add the class for:

5. On “Enter Keyword”, search the name of the class ex: English 101

Search For Classes ⓘ

Enter keyword e.g. course, subject, class

Additional ways to search

▶ Favorites

▶ Recently Viewed

8. Select the name of the course you are searching for & all class options for the **selected campus** should become available

View Search Results

1 Course with keyword: ENGLISH 101

Open Classes Only ⓘ West Los Angeles College ⓘ Clear All

ENGLISH 101
College Reading And Composition I
5 Class Options Available

9. Select the course that best meets your needs and availability.

▼ Class Selection

Select a class option ⓘ

Selected Filters 4 options

Option	Status	Session	Class	Days and Times	Modality	Instructor	Seats
1	Open	Other	Class# 10453 - Section S01 - LEC	10 HR 30 Min /Wk TBA	Southwest-ON LINE	Stephanie Arms	Open Seats of 40
			01/02/2024 - 02/04/2024				>

10. Click the yellow “Next” button at the Top-Right corner

11. Click on the **green “Accept”** button towards the Top-Right corner

12. Click on the **green “Submit”** button towards the Top-Right corner

13. If you see a **green checkmark**, you have been enrolled into the class.

14. If you see a **Red X** at the top left corner, please contact us for further assistance.

Welcome Center Contact:
E1-189
Office Phone: 323.780.6800
Email: welcomecenter@elac.edu