



GUAMCOMMUNITYCOLLEGE

How to add classes using MyGCC

Go to guamcc.edu and Click MyGCC



The image shows a screenshot of the Guam Community College website. The top navigation bar includes links for Accessibility, Transcript Request, Quick Links, Home, Admissions, Academics, Student Life, Community Resources, About Us, and MyGCC. A red arrow points to the MyGCC button. The main content area features a banner for Summer & Fall 2022 Registration is now OPEN! with a button to Apply at GCC. The GuamCC logo is visible in the bottom left corner.

INNOVATION & EXCELLENCE
45 YEARS
GUAM COMMUNITY COLLEGE

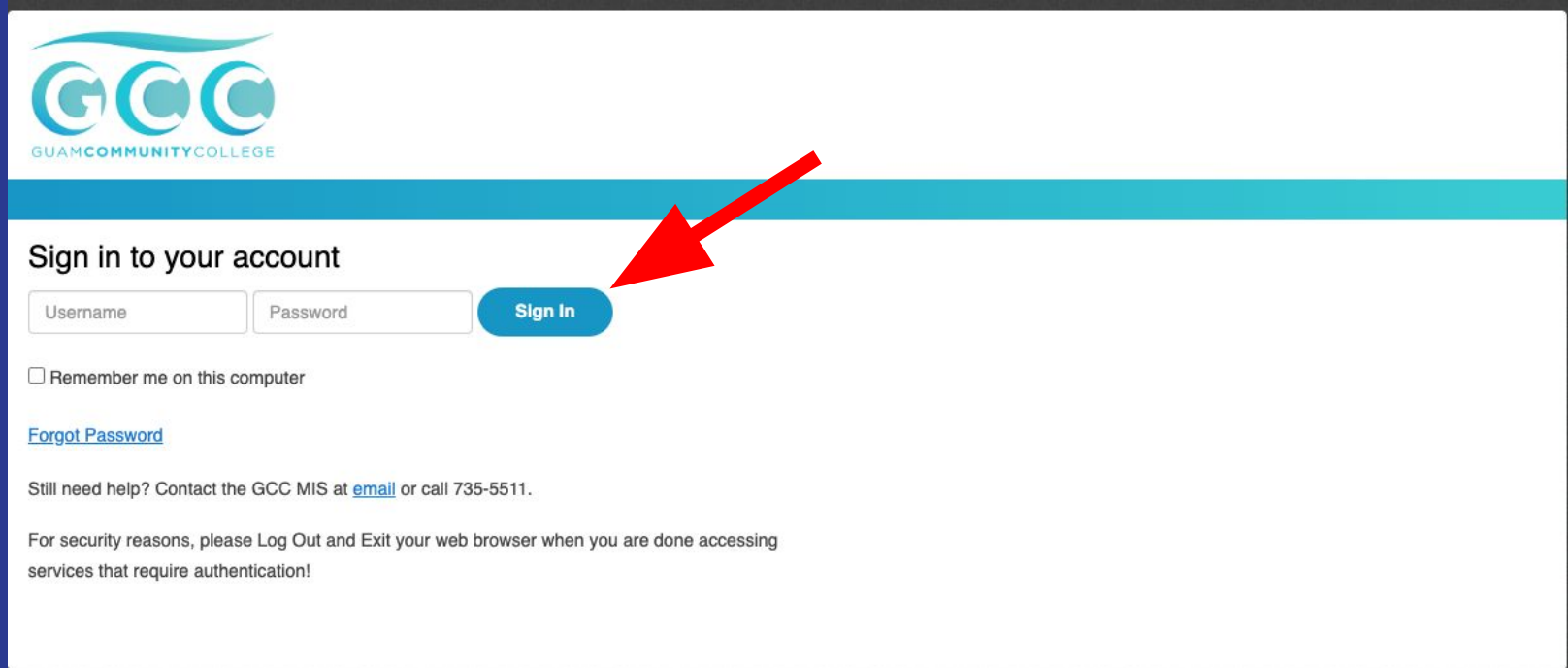
Accessibility Transcript Request Quick Links
Home Admissions Academics Student Life Community Resources About Us MyGCC

Summer & Fall 2022
Registration is now OPEN!


Apply at GCC

GuamCC

Log in to your MyGCC account



The screenshot shows the login interface for Guam Community College (GCC). At the top left is the GCC logo, which consists of three stylized 'G' characters in teal and blue, with the text 'GUAM COMMUNITY COLLEGE' underneath. Below the logo is a teal horizontal bar. Underneath the bar, the text 'Sign in to your account' is displayed. Below this text are three input fields: 'Username', 'Password', and a blue 'Sign In' button. A red arrow points to the 'Sign In' button. Below the input fields is a checkbox labeled 'Remember me on this computer'. Further down is a blue link for 'Forgot Password'. At the bottom, there is a line of text: 'Still need help? Contact the GCC MIS at [email](#) or call 735-5511.' and a final security notice: 'For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!'.


GUAM COMMUNITY COLLEGE

Sign in to your account

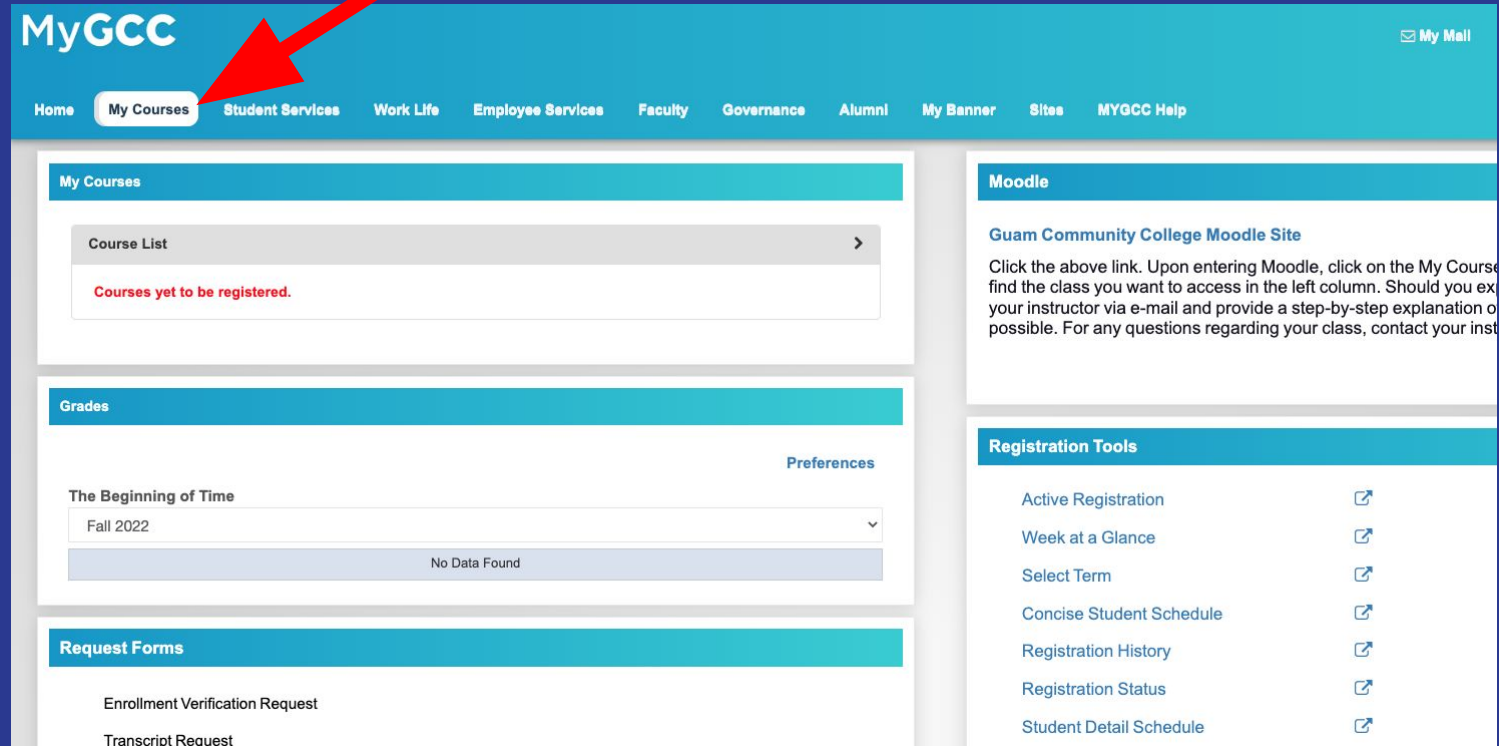
Remember me on this computer

[Forgot Password](#)

Still need help? Contact the GCC MIS at [email](#) or call 735-5511.

For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!

Click on My Courses



The screenshot shows the MyGCC website interface. A red arrow points to the 'My Courses' link in the top navigation bar. The main content area is divided into three columns. The left column contains sections for 'My Courses', 'Grades', and 'Request Forms'. The middle column contains a 'Moodle' section with a link to the 'Guam Community College Moodle Site' and a paragraph of instructions. The right column contains a 'Registration Tools' section with a list of links and external icons.

MyGCC My Mail

Home **My Courses** Student Services Work Life Employee Services Faculty Governance Alumni My Banner Sites MYGCC Help

My Courses

Course List >

Courses yet to be registered.

Grades

The Beginning of Time Preferences

Fall 2022

No Data Found

Request Forms

Enrollment Verification Request








Transcript Request

Moodle

[Guam Community College Moodle Site](#)

Click the above link. Upon entering Moodle, click on the My Course link to find the class you want to access in the left column. Should you experience any issues, contact your instructor via e-mail and provide a step-by-step explanation of the problem, if possible. For any questions regarding your class, contact your instructor.

Registration Tools

- [Active Registration](#) 
- [Week at a Glance](#) 
- [Select Term](#) 
- [Concise Student Schedule](#) 
- [Registration History](#) 
- [Registration Status](#) 
- [Student Detail Schedule](#) 

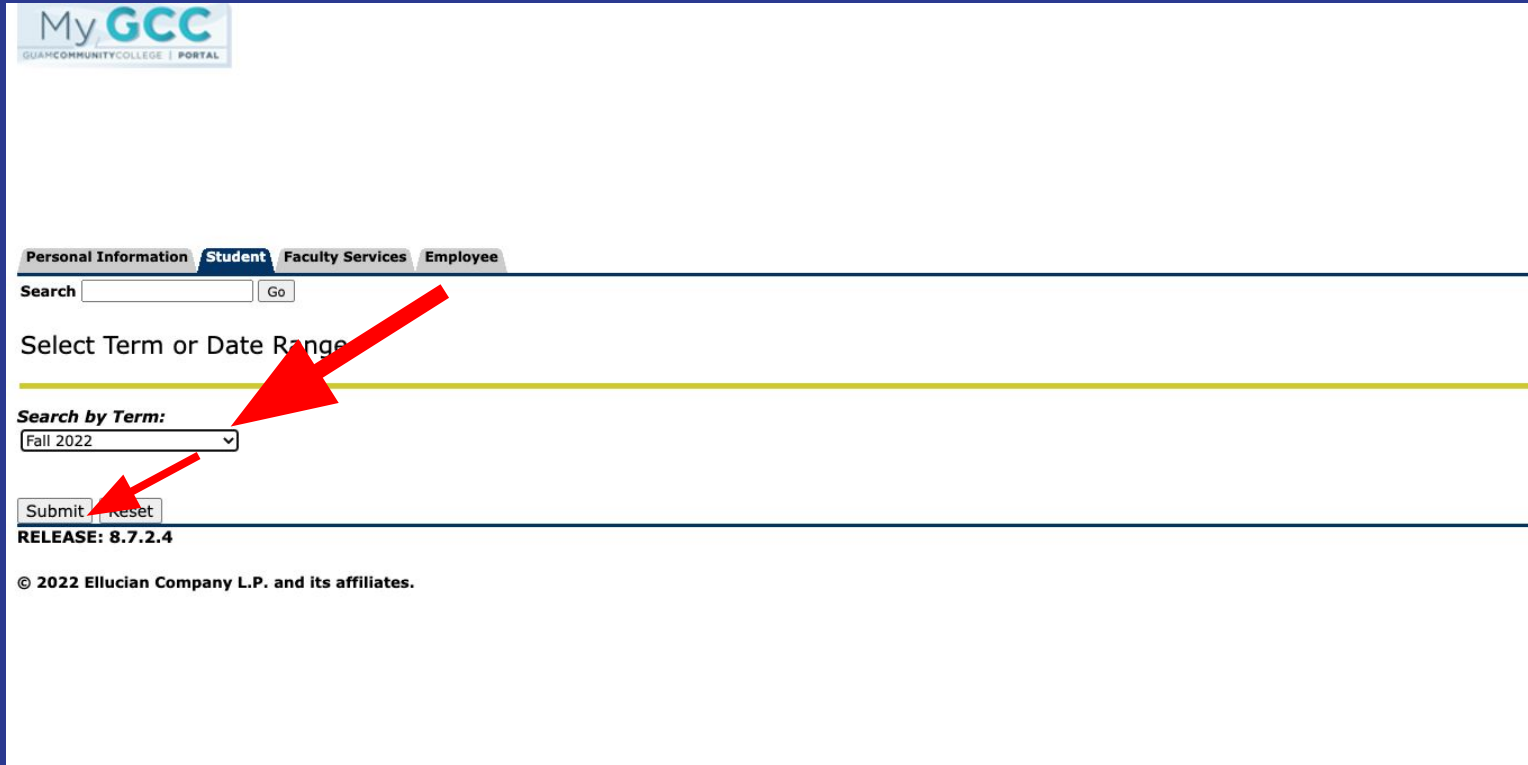
Click on Add or Drop classes

The screenshot displays the MyGCC website interface. At the top, there is a teal header with the MyGCC logo on the left and a 'My Mail' icon on the right. Below the header is a navigation menu with the following items: Home, My Courses (highlighted with a white background), Student Services, Work Life, Employee Services, Faculty, Governance, Alumni, My Banner, Sites, and MYGCC Help.

The main content area is divided into several sections:

- My Courses:** A section with a teal header. It contains a 'Course List' button with a right-pointing arrow. Below it, a red text message reads 'Courses yet to be registered.'
- Grades:** A section with a teal header. It features a 'Preferences' link on the right. Below, there is a dropdown menu for 'The Beginning of Time' currently set to 'Fall 2022'. A message below the dropdown states 'No Data Found'.
- Request Forms:** A section with a teal header containing a list of links: Enrollment Verification Request, Transcript Request, Application for Graduation, and Change or Add a Major.
- Moodle:** A section with a teal header. It includes a link to 'Guam Community College Moodle Site' and a paragraph of text: 'Click the above link. Upon entering Moodle, click on the My Courses... find the class you want to access in the left column. Should you exper... your instructor via e-mail and provide a step-by-step explanation of th... possible. For any questions regarding your class, contact your instruc'.
- Registration Tools:** A section with a teal header containing a list of links, each with an external link icon: Active Registration, Week at a Glance, Select Term, Concise Student Schedule, Registration History, Registration Status, Student Detail Schedule, Look Up Classes, Add or Drop Classes, and Change Class Options. A large red arrow points to the 'Add or Drop Classes' link.

Select a term, then click on Submit



MyGCC
GUANACOMMUNITYCOLLEGE | PORTAL

Personal Information **Student** Faculty Services Employee

Search

Select Term or Date Range

Search by Term:

RELEASE: 8.7.2.4

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Click on Class Search

MyGCC
GUAM COMMUNITY COLLEGE | PORTAL

Personal Information **Student** Faculty Services Employee

Search

Add or Drop Classes

 To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list. ***** Please be advised of the following: BY FINANCIAL RESPONSIBILITY FOR THESE ADJUSTMENTS TO MY REGISTRATION. I ACKNOWLEDGE THAT I WILL BE RESPONSIBLE FOR THE FULL TUITION AND FEES UNLESS I OFFICIALLY DROP ACADEMIC CALENDAR FOR SPECIFIC DATES AND DEADLINES. IF STUDENTS DO NOT WITHDRAW FROM COURSES, THEY WILL BE LIABLE FOR THE FULL AMOUNT OF TUITION AND FEES EVEN I WILL BE APPLIED AS FOLLOWS TO SEMESTER-LONG COURSES OFFERED. ***** What to expect for online and hybrid courses: Online students must have regular access to reliable internet and be able to navigate the internet; students are expected to reach out to support offices for help as needed (i.e. tutoring, library, counseling, etc.); confirm you have your MyGCC username/password questions regarding online or hybrid courses, please contact the instructor via their MyGCC email address.

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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[[View Holds](#) | [Change Class Options](#) | [Registration Fee Assessment](#)]

Choose a subject, then click Course Search

The screenshot shows the MyGCC portal interface. At the top left is the logo for MyGCC (Guam Community College Portal). Below the logo is a navigation bar with tabs for 'Personal Information', 'Student', 'Faculty Services', and 'Employee'. Under the 'Student' tab, there is a search input field and a 'Go' button. Below this is the heading 'Look Up Classes'. A yellow horizontal line separates this section from the instructions below. The instructions state: 'Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when you...'. Below the instructions is a dropdown menu for 'Subject' with the following options: AC - Accounting, AE - Architectural Engineering, AEMA - Adult Education Math, ASL - American Sign Language, AST - Automotive Service Tech, BAK - Baking and Pastry, CD - Early Childhood Education, CE - Civil Engineering Tech, CH - Chamoru Language, and CJ - Criminal Justice. Two red arrows point to the 'Subject' dropdown and the 'Course Search' button. At the bottom, there are two buttons: 'Course Search' and 'Advanced Search'.

MyGCC
GUAM COMMUNITY COLLEGE | PORTAL

Personal Information **Student** Faculty Services Employee

Search Go

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when you...

Subject:

- AC - Accounting
- AE - Architectural Engineering
- AEMA - Adult Education Math
- ASL - American Sign Language
- AST - Automotive Service Tech
- BAK - Baking and Pastry
- CD - Early Childhood Education
- CE - Civil Engineering Tech
- CH - Chamoru Language
- CJ - Criminal Justice

Course Search Advanced Search

Click on View Sections for the course you would like to add

Personal Information **Student** Faculty Services Employee


Search Go

Look Up Classes

Fall 2022

MA - Mathematics

097	Pre-Algebra	View Sections
098	Intermediate Algebra	View Sections
110A	Finite Mathematics	View Sections
115	Fund. of College Algebra	View Sections
161A	College Alg & Trig I	View Sections



Select the box of the day and time of the course you would like to add, then click Register

Personal Information **Student** Faculty Services Employee

Search Module Navigation Links

Look Up Classes

Sections Found
MA - Mathematics

Select	IN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem
<input type="checkbox"/>	60276	MA	098	01	GCC	4.000	Intermediate Algebra	MTWRF	12:01 pm-02:00 pm	20	7	13
<input type="checkbox"/>	60277	MA	098	02	GCC	4.000	Intermediate Algebra	MTWRF	10:01 am-12:00 pm	20	8	12

[[Week at a Glance](#) | [Student Detail Schedule](#) | [View Fee Assessm](#)


To add more classes, click on Class Search and follow the previous steps

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Personal Information **Student** Faculty Services Employee

Search Go

Add or Drop Classes

 To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list. ***** Please be advised of the following: BY FINANCIAL RESPONSIBILITY FOR THESE ADJUSTMENTS TO MY REGISTRATION. I ACKNOWLEDGE THAT I WILL BE RESPONSIBLE FOR THE FULL TUITION AND FEES UNLESS I OFFICIALLY DROP ACADEMIC CALENDAR FOR SPECIFIC DATES AND DEADLINES. IF STUDENTS DO NOT WITHDRAW FROM COURSES, THEY WILL BE LIABLE FOR THE FULL AMOUNT OF TUITION AND FEES EVEN I WILL BE APPLIED AS FOLLOWS TO SEMESTER-LONG COURSES OFFERED. ***** What to expect for online and hybrid courses: Online students must have regular access to reliable internet and be able to navigate the internet; students are expected to reach out to support offices for help as needed (i.e. tutoring, library, counseling, etc.); confirm you have your MyGCC username/password questions regarding online or hybrid courses, please contact the instructor via their MyGCC email address.

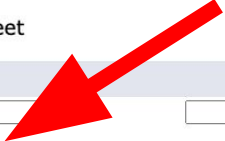
Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Submit Changes Class Search Reset

[[View Holds](#) | [Change Class Options](#) | [Registration Fee Assessment](#)]



To view your schedule, click on My Courses, then click on Concise Student Schedule

The screenshot shows the MyGCC website interface. At the top, there is a navigation bar with the MyGCC logo and several menu items: Home, My Courses, Student Services, Work Life, Employee Services, Faculty, Governance, Alumni, My Banner, Sites, and MYGCC Help. A red arrow points to the 'My Courses' menu item. Below the navigation bar, the main content area is divided into several sections. On the left, there is a 'My Courses' section with a 'Course List' button and a message that says 'Courses yet to be registered.' Below that is a 'Grades' section with a 'The Beginning of Time' dropdown menu set to 'Fall 2022' and a 'No Data Found' message with a 'Select Another Term' button. At the bottom left is a 'Request Forms' section with an 'Enrollment Verification Request' link. On the right side, there is a 'Moodle' section with a link to the 'Guam Community College Moodle Site' and a paragraph of text. Below that is a 'Registration Tools' section with a list of links: Active Registration, Week at a Glance, Select Term, Concise Student Schedule, Registration History, Registration Status, and Student Detail Schedule. A red arrow points to the 'Concise Student Schedule' link.

MyGCC

Home My Courses Student Services Work Life Employee Services Faculty Governance Alumni My Banner Sites MYGCC Help

My Courses

Course List

Courses yet to be registered.

Grades

The Beginning of Time

Fall 2022

No Data Found Select Another Term

Request Forms

Enrollment Verification Request

Moodle

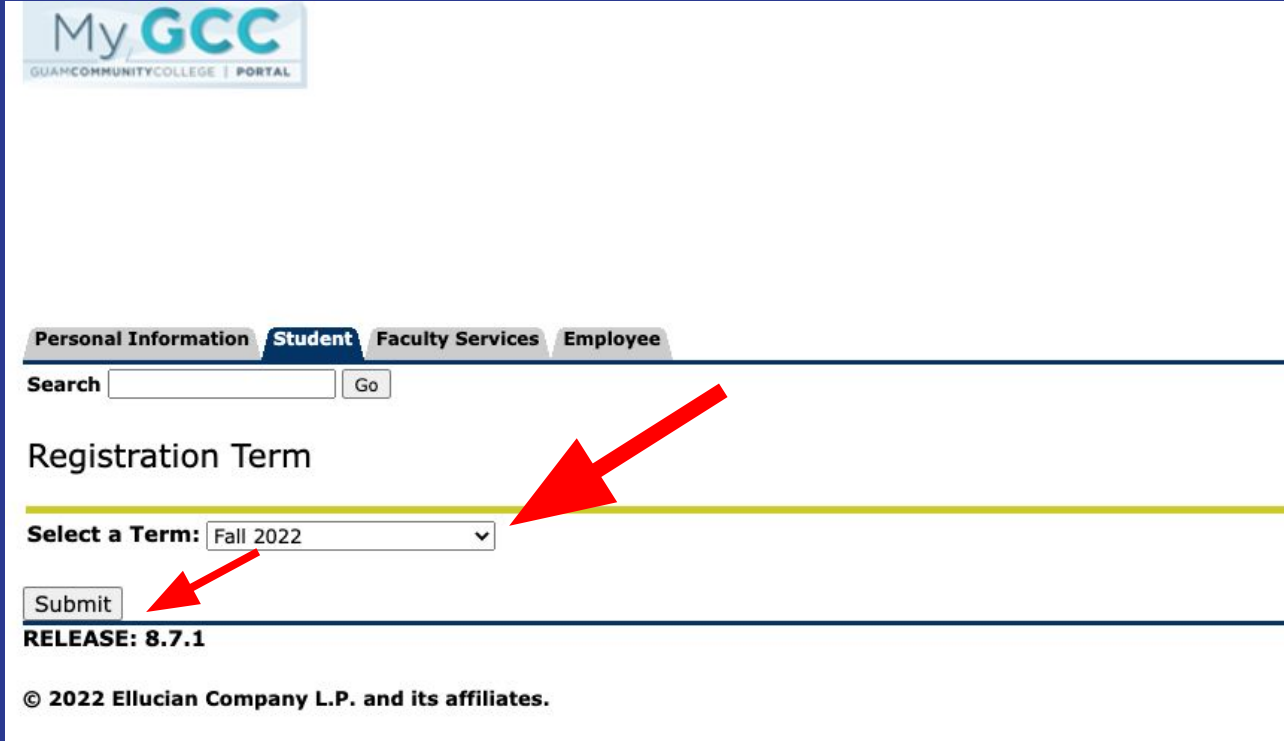
Guam Community College Moodle Site

Click the above link. Upon entering Moodle, click on the Moodle Site link. Find the class you want to access in the left column. Show your instructor via e-mail and provide a step-by-step explanation if possible. For any questions regarding your class, contact your instructor.

Registration Tools

- Active Registration
- Week at a Glance
- Select Term
- Concise Student Schedule
- Registration History
- Registration Status
- Student Detail Schedule

Select term, then click Submit



The screenshot displays the MyGCC portal interface. At the top left is the logo for MyGCC, GUAMCOMMUNITYCOLLEGE | PORTAL. Below the logo is a navigation bar with four tabs: Personal Information, Student, Faculty Services, and Employee. The Student tab is currently selected. Underneath the navigation bar is a search bar with a text input field and a Go button. The main content area is titled "Registration Term" and features a horizontal line. Below this line is a dropdown menu labeled "Select a Term:" with "Fall 2022" selected. A red arrow points to the dropdown menu. Below the dropdown menu is a Submit button, with another red arrow pointing to it. At the bottom of the page, there is a release version "RELEASE: 8.7.1" and a copyright notice "© 2022 Ellucian Company L.P. and its affiliates."

MyGCC
GUAMCOMMUNITYCOLLEGE | PORTAL

Personal Information **Student** Faculty Services Employee

Search Go

Registration Term

Select a Term:

Submit

RELEASE: 8.7.1

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For more information:

Assessment and Counseling Department

Call: (671)735-5562/63/82/93 or (671)735-5629

Email: gcc.counseling@guamcc.edu

Admissions and Registration Office

Call: (671) 735-5531

Email: gcc.registrar@guamcc.edu