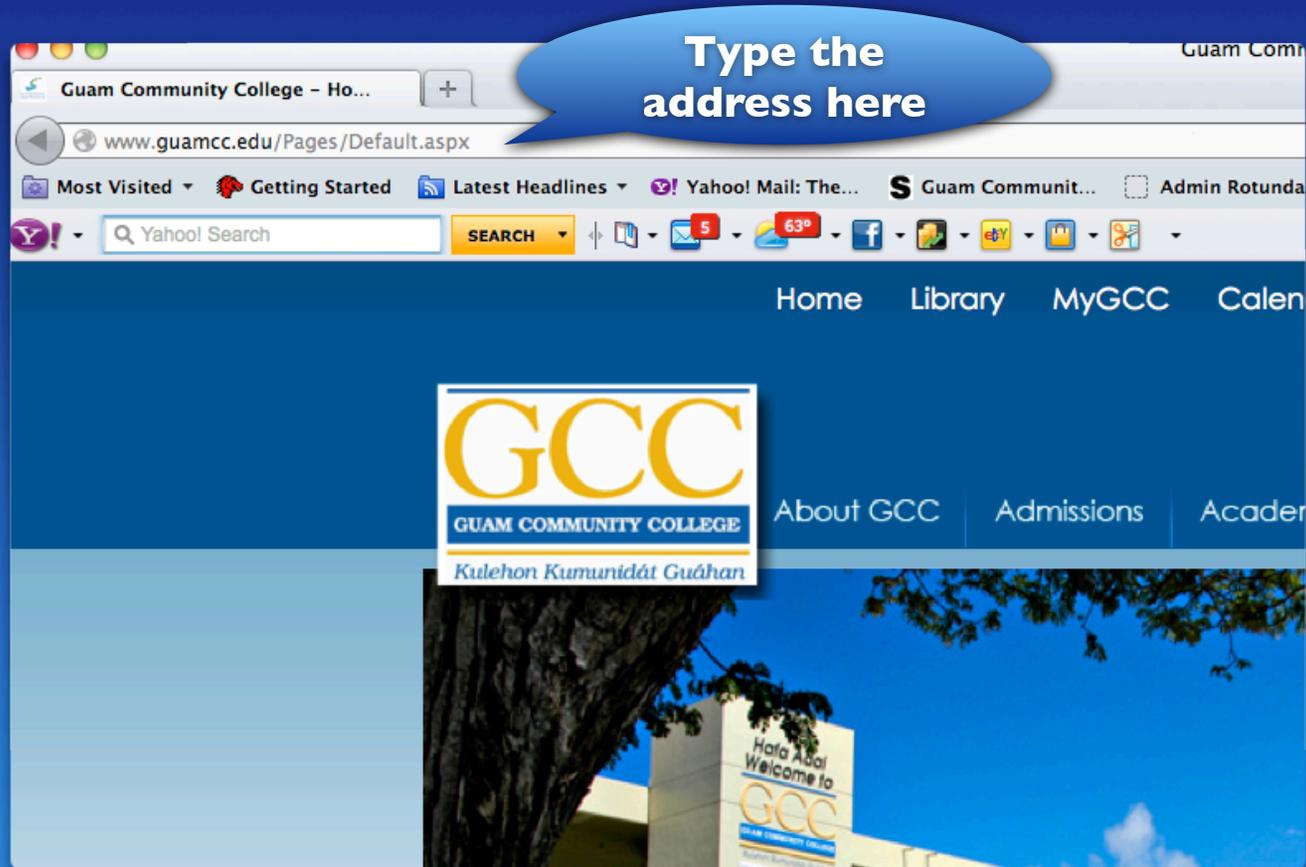


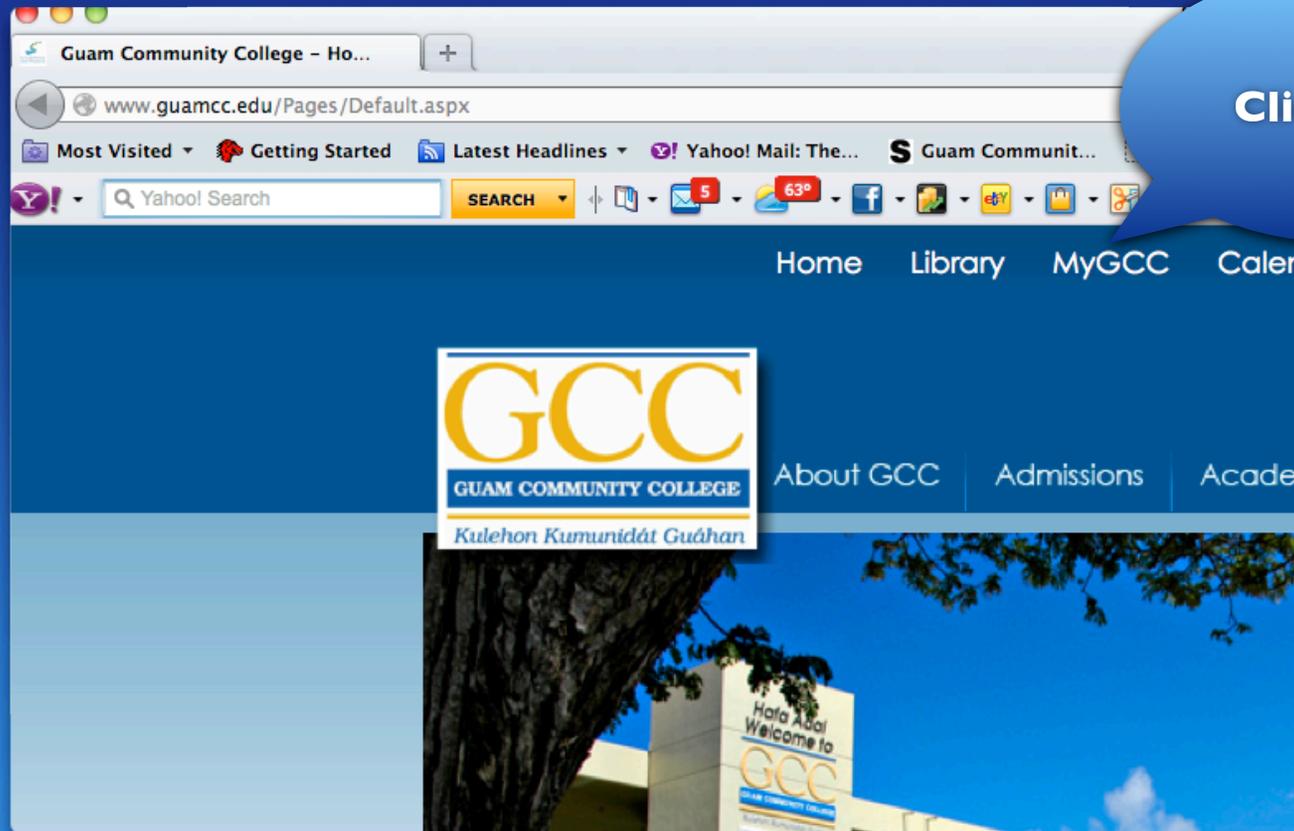


How to Add Classes online

Go to www.guamcc.edu



Click on “MyGCC”



Click here

Log in on MyGCC



The image shows a screenshot of the MyGCC login page. At the top center is the GCC logo, which consists of the letters "GCC" in a large, bold, yellow font. Below "GCC" is a blue horizontal bar with the text "GUAM COMMUNITY COLLEGE" in white. Underneath that bar is the word "Kulehon" in a smaller, italicized font. Below the logo is a light blue box containing the login form. The form has the heading "Enter your Username and Password" and "Portal Authentication Access". It includes two input fields: "Username:" and "Password:". Below the password field is a blue link for "Forgot Password?". At the bottom of the form are three buttons: "LOGIN", "CLEAR", and "Change Password". A large blue speech bubble with white text is overlaid on the right side of the form, pointing to the input fields. The speech bubble contains the text "Enter Username and Password here". At the bottom of the page, there is a footer with the college's address: "Guam Community College, 1 Sesame Street, Mangilao, Guam." and "P.O. Box 23069 GMF, Barrigada, Guam 96921".

Enter Username and Password here

Enter your Username and Password

Portal Authentication Access

Username:

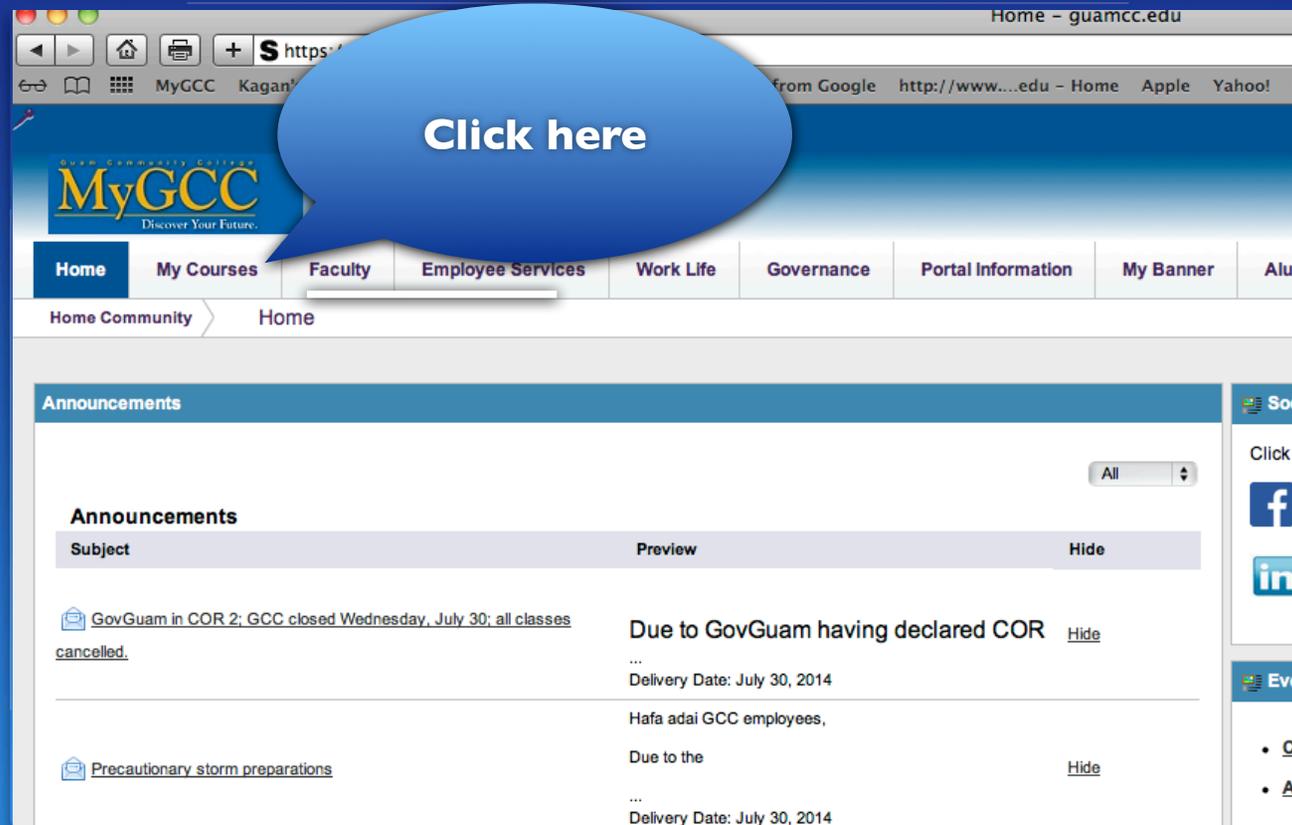
Password:

[Forgot Password?](#)

LOGIN **CLEAR** **Change Password**

Guam Community College, 1 Sesame Street, Mangilao, Guam.
P.O. Box 23069 GMF, Barrigada, Guam 96921

Click on “My Courses” Tab



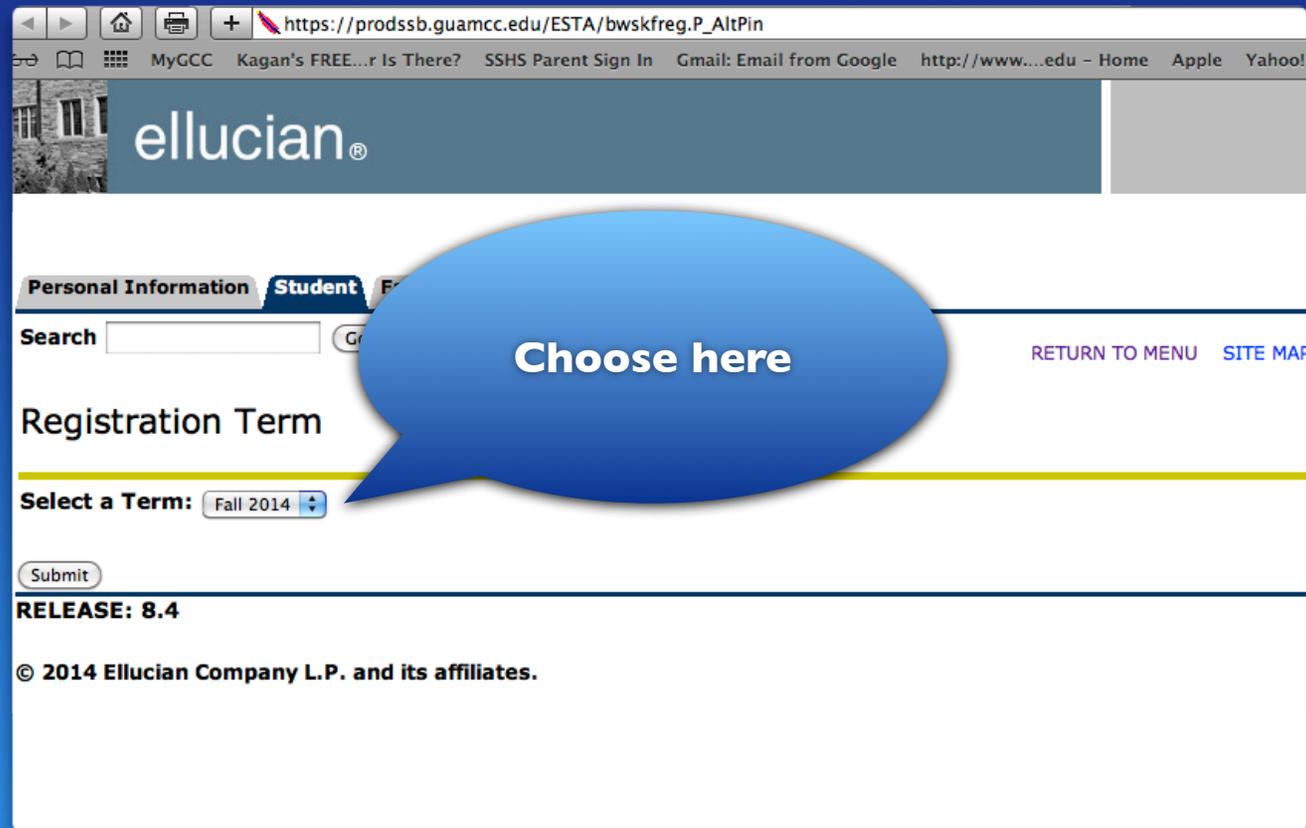
The image shows a screenshot of the MyGCC website interface. A blue callout bubble with the text "Click here" is positioned over the "My Courses" tab in the navigation menu. The website header includes the MyGCC logo and a navigation bar with tabs: Home, My Courses, Faculty, Employee Services, Work Life, Governance, Portal Information, My Banner, and Alumni. Below the navigation bar, there is a section for "Announcements" with a table of recent updates.

Subject	Preview	Hide
GovGuam in COR 2; GCC closed Wednesday, July 30; all classes cancelled.	Due to GovGuam having declared COR ... Delivery Date: July 30, 2014	Hide
Precautionary storm preparations	Hafa adai GCC employees, Due to the ... Delivery Date: July 30, 2014	Hide

Click “Add or Drop Classes”

The image shows a screenshot of a university registration system interface. On the left, under the heading "Registration Tools", there is a list of links: "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", "Change Class Options", "Class Schedule", "Course Catalog", "Degree Evaluation", and "Final Grades". Each link is accompanied by a small icon of a hand with a cursor. A blue speech bubble with the text "Click here" is positioned over the "Add or Drop Classes" link. On the right side of the interface, there are sections for "Academic Profile" (with a "Primary" tab and a message "No Data Found for Curricu..."), "Advising Information" (with sub-links "About Academic Advising" and "Student/Advisor Responsibilities"), "Registration Information" (with a link "Important Information"), and "Academic Information".

Select a Term (Semester)



https://prodssb.guamcc.edu/ESTA/bwskfreg.P_AltPin

MyGCC Kagan's FREE...r Is There? SSHS Parent Sign In Gmail: Email from Google http://www....edu - Home Apple Yahoo!

ellucian®

Personal Information **Student** F

Search

RETURN TO MENU SITE MAP

Registration Term

Select a Term:

RELEASE: 8.4

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Click “Submit”

MyGCC - Discover Your Future.

[Back to Faculty Tab](#)

Personal Information **Student** Faculty Services Employee

Search

Select Term or Date Range

Search

RELEASE: 8.5.1



How to Search for Classes

Option I - Course Search

Look Up Classes

Use the selection options to search the class schedule. Use any combination of fields to

Subject: Accounting
Allied Health
American Sign Language
Architectural Engineering
Automotive
Automotive Service Technology
Chamorro Language
Civil Engineering

Select a Subject

Click "Course Search"

Course Search

Advanced Search

[[Week at a Glance](#)

Click “View Sections”

Look Up Classes

Spring 2013

English

066	Reading Workshop	View Sections
067	Writing Workshop	View Sections
081	Literature Survey	View Sections
091	Fundamentals of Communication	View Sections
100B	Fundamentals of English-Basic	View Sections
100R	Fund of English - Reading	View Sections
100W	Fund of English/Writing	View Sections
110	Freshman Composition	View Sections

Click here

Sample of the list of classes

Look Up Classes

Sections Found

English

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	T
<input type="checkbox"/>	10238	EN	100R	01	GCC	3.000	Fundamentals of English-Reading	MW	1
<input type="checkbox"/>	10239	EN	100R	02	GCC	3.000	Fundamentals of English-Reading	MW	1
<input type="checkbox"/>	10240	EN	100R	03	GCC	3.000	Fundamentals of English-Reading	TR	1
<input type="checkbox"/>	10241	EN	100R	04	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10242	EN	100R	05	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10243	EN	100R	06	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10244	EN	100R	07	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10245	EN	100R	08	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10246	EN	100R	09	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10247	EN	100R	10	GCC	3.000	Fundamentals of English-Reading	TR	1

Register

Add to WorkSheet

New Search

Option 2 - Advanced Search

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to

Subject: Accounting
Allied Health
American Sign Language
Architectural Engineering
Automotive
Automotive Service Technology
Chamorro Language
Civil Engineering Technology
Computer Science
Construction Trades

Click "Advanced Search"

Course Search

Advanced Search

[[Week at a Glance](#)

Choose a Subject

Subject: Computer Science
Construction Trades
Cosmetology
Criminal Justice
Early Childhood Development
Economics
Education
Electronics
Emergency Medical Services
English

Scroll down to see more subjects.

Course Number:

Title:

Schedule Type: Lab
Lecture
Lecture / Lab
Online

Instructional Method:

Credit Range: hours to hours

Course Level: All
Adult High School

If you know the course number, enter here



Economics
Education
Electronics
Emergency Medical Services
English

Course Number:

Title:

Schedule Type:
Lecture
Lecture / Lab
Online

Instructional Method:

Credit Range: hours to hours

Course Level:
Adult High School
CE (CEU)
CE (Non-Credit)

Instructor:
Aguon, Antone Felexio
Aquinde, Rosemarie C
A... .. John M

**For example, for EN100R, enter 100R
or MA095, enter 095**



Economics
Education
Electronics
Emergency Medical Services
English

Course Number:

Title:

Schedule Type: Lab
Lecture
Lecture / Lab
Online

Instructional Method:

Credit Range: hours to hours

Course Level: All
Adult High School
CE (CEU)
CE (Non-Credit)

Instructor: All
Aguon, Antone Felexio
Aquinde, Rosemarie C
A... .. John M

If you want to narrow the search to specific days, click on the days

Course Number:

Title:

Schedule Type:
Lecture
Lecture / Lab
Online

Instructional Method:

Credit Range: hours to hours

Course Level:
Adult High School
CE (CEU)
CE (Non-Credit)

Instructor:
Aguon, Antone Fel
Aquinde, Rosemar
Armstrong, John M

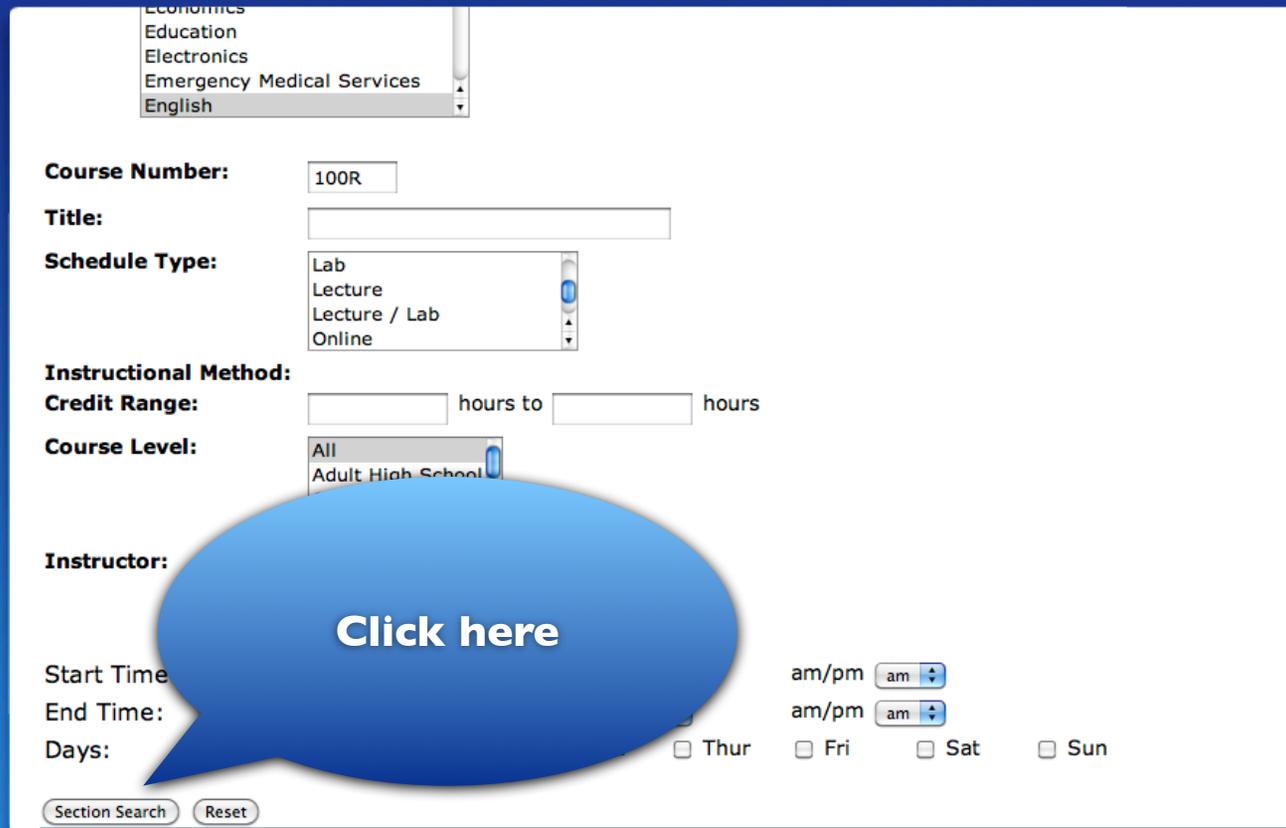
Start Time: Hour

End Time: Hour Minute

Days: Mon Tue Wed Thur Fri Sat



Click on “Section Search”



The image shows a screenshot of a web-based course search interface. At the top left, a dropdown menu is open, showing a list of categories: Economics, Education, Electronics, Emergency Medical Services, and English. Below this, the form contains several input fields and options:

- Course Number:** A text box containing "100R".
- Title:** An empty text box.
- Schedule Type:** A dropdown menu with options: Lab, Lecture, Lecture / Lab, and Online.
- Instructional Method:** A label with no input field.
- Credit Range:** Two text boxes for "hours to" followed by "hours".
- Course Level:** A dropdown menu with options: All and Adult High School.
- Instructor:** A label with no input field.
- Start Time:** A label with no input field.
- End Time:** A label with no input field.
- Days:** Radio buttons for "Thur", "Fri", "Sat", and "Sun".
- am/pm:** Two dropdown menus, both set to "am".

A large blue callout bubble with the text "Click here" is positioned over the "Section Search" button at the bottom left of the form. The "Section Search" and "Reset" buttons are located at the bottom left of the form area.

Sample of the list of classes

Look Up Classes

Sections Found

English

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	T
<input type="checkbox"/>	10238	EN	100R	01	GCC	3.000	Fundamentals of English-Reading	MW	1
<input type="checkbox"/>	10239	EN	100R	02	GCC	3.000	Fundamentals of English-Reading	MW	1
<input type="checkbox"/>	10240	EN	100R	03	GCC	3.000	Fundamentals of English-Reading	TR	1
<input type="checkbox"/>	10241	EN	100R	04	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10242	EN	100R	05	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10243	EN	100R	06	GCC	3.000	Fundamentals of English-Reading	TR	0
<input type="checkbox"/>	10244	EN	100R	07	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10245	EN	100R	08	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10246	EN	100R	09	GCC	3.000	Fundamentals of English-Reading	MW	0
<input type="checkbox"/>	10247	EN	100R	10	GCC	3.000	Fundamentals of English-Reading	TR	1

Register

Add to WorkSheet

New Search

Note the different days

s of English - Writing	MW	08:1	16	Tressa C
s of English - Writing	MW			Rebecca
s of English - Writing	MW			era S. I
s of English - Writing	MW			era S. I
s of English - Writing	MW			Tressa C
s of English - Writing	MW			Bertha M
s of English - Writing	MW	08:01	20	Elizabeth
s of English - Writing	TR			Rebecca
s of English - Writing	TR			Wilson W
s of English - Writing	TR			Vera S. I
s of English - Writing	TR		15	Vera S. I
s of English - Writing	TR	04	16	Tressa C
s of English - Writing	TR			TBA
s of English - Writing	TR			Jose A. C
s of English - Writing	S		20	Desiree T
s of English - Writing	F	01:01 pm	20 0 20	Matilda T

M = Mondays
T = Tuesdays
W = Wednesdays
R = Thursdays
F = Fridays
S = Saturdays

**Some classes meet twice
a week**

**Other classes meet only
once a week**

Note the different times

s of English - Writing	MW	08:16 am-09:45 am	20	4	20	Matilda C
s of English - Writing	MW	10:01 am-11:30 am				
s of English - Writing	MW	12:01 pm-01:30 pm				
s of English - Writing	MW	02:01 pm-03:30 pm				
s of English - Writing	MW	04:01 pm-05:30 pm				
s of English - Writing	MW	06:01 pm-07:30 pm				
s of English - Writing	MW	08:01 pm-09:30 pm				
s of English - Writing	TR	08:16 am-09:45 am	20	4	20	Matilda C
s of English - Writing	TR	10:01 am-11:30 am				
s of English - Writing	TR	12:01 pm-01:30 pm				
s of English - Writing	TR	02:01 pm-03:30 pm				
s of English - Writing	TR	04:01 pm-05:30 pm				
s of English - Writing	TR	06:01 pm-07:30 pm				
s of English - Writing	TR	08:01 pm-09:30 pm				
s of English - Writing	S	09:01 am-12:00 pm	20	4	20	Matilda C
s of English - Writing	F	01:01 pm-04:00 pm	20	0	20	Matilda C

Some classes meet
1.5 hours twice a week

Other classes meet 3 hours
once a week

After you select a class, click “Register”

Look Up Classes

Select the class you want to take

Select	Section	Days	Time
<input type="checkbox"/>	Fundamentals of English-Reading	MW	10
<input type="checkbox"/>	10239 EN 100R 02 CCC 3.000 Fundamentals of English-Reading	MW	12
<input checked="" type="checkbox"/>	10240 EN 100R 02 CCC 3.000 Fundamentals of English-Reading	TR	10
<input type="checkbox"/>	10241 EN Fundamentals of English-Reading	TR	02
<input type="checkbox"/>	10245 Fundamentals of English-Reading	TR	04
<input type="checkbox"/>	10 Fundamentals of English-Reading	TR	06
<input type="checkbox"/>	10 Fundamentals of English-Reading	MW	02
<input type="checkbox"/>	10 Fundamentals of English-Reading	MW	04
<input type="checkbox"/>	102 Fundamentals of English-Reading	MW	06
<input type="checkbox"/>	102 Fundamentals of English-Reading	TR	12

Register Add to WorkSheet New Search

Sample of “Current Schedule of Classes”

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade
Web Registered on Oct 24, 2012	None	10252	SO	130	02	Undergraduate	3.000	Standa
Web Registered on Oct 25, 2012	None	10057	CJ	101	01	Undergraduate	3.000	Standa
Web Registered on Oct 25, 2012	None	10086	CS	151	09	Undergraduate	3.000	Standa

Total Credit Hours: 9.000
Billing Hours: 9.000
Minimum Hours: 0.000
Maximum Hours: 15.000
Date: Nov 08, 2012 10:22 am

Add Classes Worksheet

CRNs

Listing of courses you
registered for

To add more classes, click on “Class search”

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade
Web Registered on Oct 24, 2012	None	10252	SO	130	02	Undergraduate	3.000	Standa
Web Registered on Oct 25, 2012	None	10057	CJ	101	01	Undergraduate	3.000	Standa
Web Registered on Oct 25, 2012	None	10086	CS	151	09	Undergraduate	3.000	Standa

Total Credit Hours: 9.000
Billing Hours: 9.000
Minimum Hours: 0.000
Maximum Hours: 15.000
Date: Nov 08, 2012 10:22 am

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------



Cost of classes

The screenshot shows the MyGCC website interface. At the top, there is a navigation menu with options: Home, My Courses, My Account, Student Services, Faculty, Governance, and Portal Information. A blue callout bubble with the text "Click Here" points to the "My Account" link. Below the navigation, there is a breadcrumb trail: Home > Community > My Account. The main content area is divided into three columns. The left column, titled "My Account", contains a "My Account Summary" table and a "My Statement" section. The middle column, titled "Financial Aid Requirements", contains a table of requirements. The right column, titled "Student Work", contains a message: "At this time you are not under a Financial Aid Award." A blue callout bubble with the text "Account Balance" points to the "Account Balance" row in the summary table.

Year	Amount
Spring 2013	\$0.00
Fall 2013	\$0.00
Spring 2014	\$0.00
Fall 2014	\$537.00
Account Balance	\$537.00

Requirement	Status
Needs to declare a degree program	✓
Federal Student Financial Aid Application	✓
Needs to declare a degree program	✓

View your class schedule

Home **My Courses** Faculty Employee Services Work Life Governance Portal Information My

Home Community > My Courses

My Courses (Course Studio)

Registration Tools

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
Change Class Options
Class Schedule
Course Catalog
Degree Evaluation

▲ Course List

Select Term : Spring 2014

Last Updated: Jul 3, 2014

Courses I'm teaching

Home Page	Course Title	Course Id	Instructor(s)
	Pre-College Mathematics	MA-095-11	- Sally C Sablan

Student Grades

Preferences

Click "Concise Student Schedule"

Sample of Schedule of Classes

https://prodssb.guamcc.edu/ESTA/bwskcrse.P_CrseSchdDetl

Undergraduate
 Trades & Professional Services
 Law Enforcement and Criminal Justice
 Trades & Professional Services

Course Title	Start Date	End Date	Days	Time	Room
3 EN 100R 03 Fundamentals of English-Reading	Aug 13, 2014	Dec 05, 2014	TR	12:01 pm - 1:30 pm	A Building A-6
4 MA 110A 03 Finite Mathematics	Aug 13, 2014	Dec 05, 2014	MW	12:01 pm - 1:30 pm	A Building A-26 Ginson
Total Credits:		6.000			

Course name

Days

Time

Room number

For more info...

Admissions & Registration Office

gcc.registrar@guamcc.edu

735-5531

Assessment & Counseling Department

gcc.counseling@guamcc.edu

735-5583

Financial Aid Office

finaid.info@guamcc.edu

735-5543/4

**All the offices above are located in the
Student Services and Administration Building.**