

 Fresno City College

Registration Overview



Prepare for Registration

Student Education Plan (SEP)

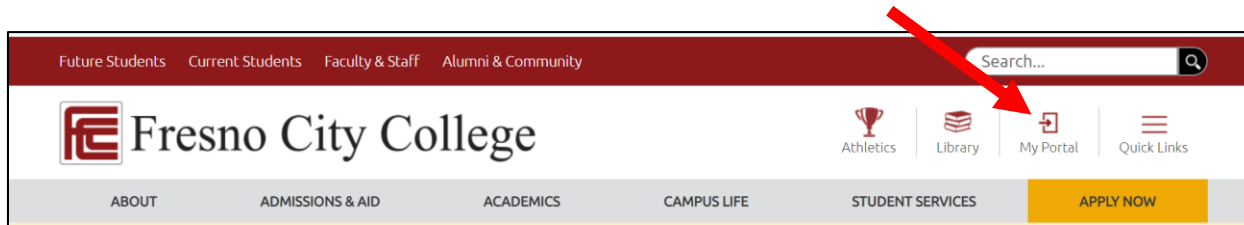
- You will use your Student Education Plan (SEP) to search for classes. Your SEP should have been emailed to you after you met with a counselor. Check your personal or college email for a copy of your SEP.

Don't Have a Student Education Plan (SEP)?

- If you never met with a counselor to create a SEP, please visit our [Apply Now webpage](#), select which student group you belong to, and review the Advising/Assessment section for information on how to meet with a counselor.

Access "My Portal"

1. Go to www.fresnocitycollege.edu and click on *My Portal*



2. Login to My Portal

A screenshot of the State Center Community College District login page. The page header includes the logo and name of the district, along with a list of member colleges: Fresno City College, Reedley College, Clovis Community College, Madera Community College Center, and Oakhurst Community College Center. The login form contains fields for 'Username:' and 'Password:'. Below these fields is a section titled 'Select the role you want to log in as:' with two radio button options: 'Student' and 'Employee'. The 'Student' option is selected and circled in red. A 'Login' button is located below the role selection. At the bottom of the form is a link for 'Problem Logging In?'.

Your username is your student ID. Your password is your first initial (upper case), your last initial (lower case), followed by your 6-digit (mmddyy) date of birth.

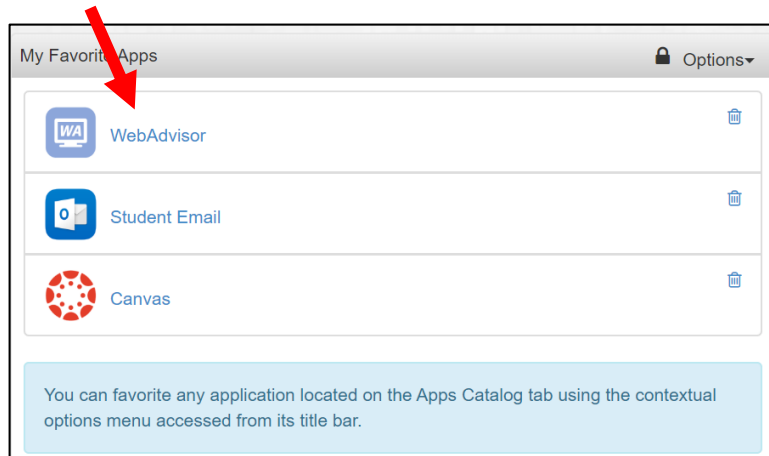
For example, student John Smith was born on January 1, 1997 and has a student ID number of 0123456. John's login information would be:

Username: 0123456
Password: Js010197

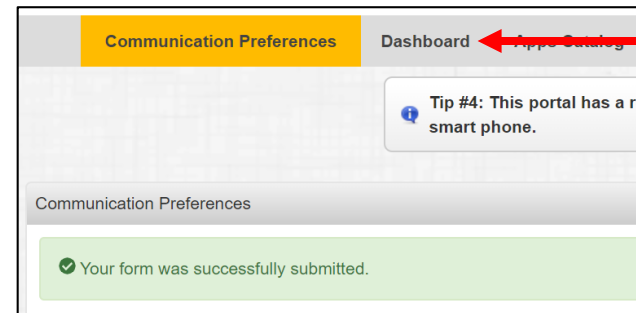
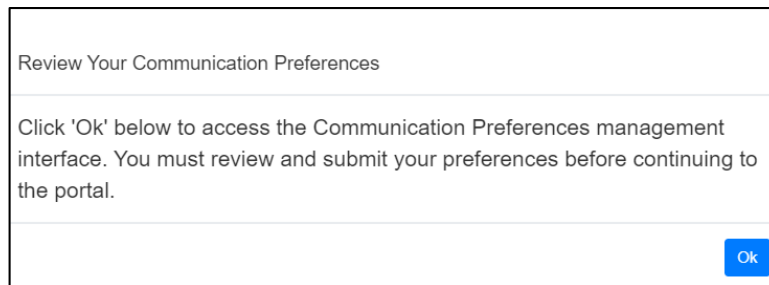
Be sure to select "Student" as the role to login under as outlined in red. **If you have any issues logging in, contact our Student Support Systems Call Center at 559.499.6070.**

WebAdvisor Access

3. Click on *WebAdvisor* link under My Favorite Apps



***NOTE: You may need to update your Communication Preferences first if prompted. Click on *Dashboard* after successfully submitting your Communication Preferences to get back to My Favorite Apps**



Logging in to WebAdvisor

4. Click on *Log In* and then click on *Students Menu*

State Center Community College District
Fresno Reedley Clovis Madera Oakhurst

1. → Log In | MAIN MENU

2. → Students Menu

Welcome Guest!

Students, Faculty, and Employees must LOG IN at upper right hand corner to access WebAdvisor

[Guest Access](#)

Attention students, during peak registration times, we encourage you to use the link below to see a list of open classes. [List of Open Classes](#)

Problems logging in?

[What's my Student ID#?](#)
[Login Instructions](#)
[Reset My Password](#)
[Help Resetting Password](#)

For 24/7 assistance please contact: 559-499-6072 (local) or 844-887-2223 (toll free)

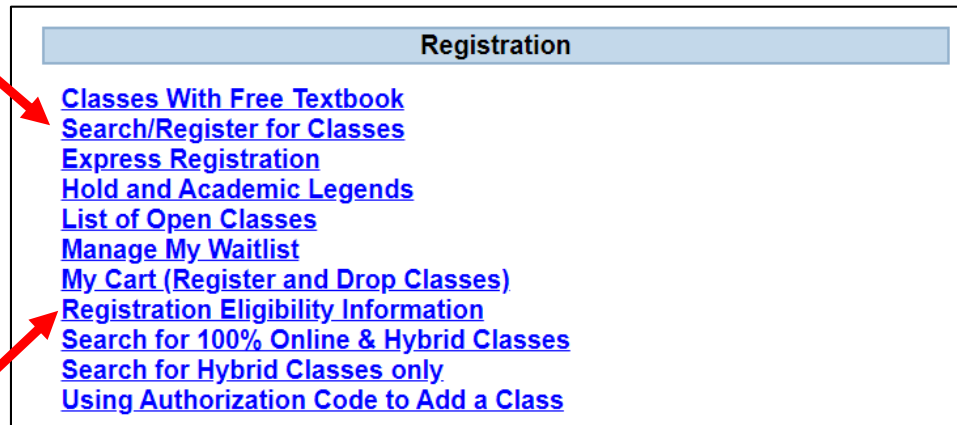
Need assistance?
[Registration Instructions](#)

For Employee/Faculty Password Reset
FCC - 559-443-8670 | DO - 559-244-4357

If you have trouble logging into WebAdvisor, use the information on the left side of the page or contact 559.499.6070.

Registration Section

5. Click on *Search/Register for Classes* under the Registration section



Registration

- [Classes With Free Textbook Search/Register for Classes](#)
- [Express Registration](#)
- [Hold and Academic Legends](#)
- [List of Open Classes](#)
- [Manage My Waitlist](#)
- [My Cart \(Register and Drop Classes\)](#)
- [Registration Eligibility Information](#)
- [Search for 100% Online & Hybrid Classes](#)
- [Search for Hybrid Classes only](#)
- [Using Authorization Code to Add a Class](#)

*NOTE: You can check for any holds and your registration date by clicking on the *Registration Eligibility Information* link. Any holds will be found under **Hold Status** (see below) and information to clear them can be found by clicking on the *Hold and Academic Legends* link under the Registration Section. All new students will have an "AR" hold until their assigned registration date. Other holds should be cleared prior to your registration date.

Recipient	Reg Date	Hold Status	Registration Standing	Email Address
	SU: ; FA:		GOOD	

Searching for Courses

6. Select a *Term*, *Location*, *Subject*, enter a Course Number, and then click *Submit*

The screenshot shows a search form with the following fields and a submit button:

- 1. Term*: Fall 2020 (dropdown menu)
- 2. Location*: Fresno City College (dropdown menu)
- 3. Subject*: English (dropdown menu)
- 4. Course Number: 1A (text input)
- 5. SUBMIT (button)

Red arrows point from the numbers 1 through 5 to their respective fields or the submit button.

*If you get a **Red Error Message** (see example below) after clicking *Submit*, it means that course is not offered in that “Location” and you need to select a different “Location”. For example, if you select “FCC 100% Online” for the “Location”, and receive the **Red Error Message**, it means that course is not offered online.

No classes meeting the search criteria have been found.

Searching for Courses Continued

- **English & Math Corequisites** – search for both courses and you must register for assigned corequisite course

Subject*	Course Number
English ▼	1A
English ▼	205

ENGL-1A-37760 (37760) READ & COMP	Fresno City College	08/11/2020-12/10/2020 Lecture Tuesday, Thursday 06:00PM - 07:50PM, Language Arts, Room 106	H. Staff	29 / 29 / 0	4.00	Requires registration in ENGL-205-38860
ENGL-1A-39846 (39846) READ & COMP	Fresno City College	08/10/2020-12/09/2020 Lecture Monday, Wednesday 07:00AM - 08:50AM, Language Arts, Room 104	H. Staff	29 / 29 / 0	4.00	
ENGL-205-38860 (38860) ACCELERTD RDG&COMP	Fresno City College	08/11/2020-12/10/2020 Lecture Tuesday, Thursday 08:00PM - 08:50PM, Language Arts, Room 121	H. Staff	29 / 29 / 0	2.00	Requires registration in ENGL-1A-37760

If you do not need the corequisite, be sure to register for a section that does not require the corequisite.

Class Abbreviations on your SEP

Counselors often use abbreviations when listing classes on your SEP. For example, Health Science 1 will be listed as HLTH 1 on your SEP. In WebAdvisor you will be asked to search by “Subject” with the class spelled out, not abbreviated. View the Subject Abbreviations list(s) to assist you in searching for classes.

- View the Subject Abbreviations list for [Fresno City College](#), [Reedley College](#), [Clovis Community College](#).

Required

Term*

To see sections at all locations for a college, select name of college/center from the dropdown:

Clovis Community College
Fresno City College
Reedley College
Madera Community College Ctr
Oakhurst Community College Ctr

Location*

Subject*	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>
History	<input type="text"/>	<input type="text"/>
Health Information Technology	<input type="text"/>	<input type="text"/>
Health Science	<input type="text"/>	<input type="text"/>
Hmann	<input type="text"/>	<input type="text"/>

Meeting Information

Asynchronous – On your own time

- Online learning includes self-guided lesson modules, streaming video content, virtual libraries, posted lecture notes, exchange across discussion boards, or social media platforms.
- The course "Meeting Information" will list "Lec Internet Days to be Announced, Times to be announced Web Based Instruction".

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	Special Comments
<input type="checkbox"/>	Fall 2021	Open	ENGL-1A-23072 (23072) READ & COMP	FCC 100% Online	08/30/2021-12/10/2021 Lec Internet Days to be Announced, Times to be Announced Web-Based Instruction, Room WEB	L. Shepard	25 / 25 / 0	4.00	Requires enrollment in ENGL-205-23272
<input type="checkbox"/>	Fall 2021	Open	ENGL-1A-23676 (23676) READ & COMP	FCC 100% Online	08/09/2021-12/10/2021 LEC Simultaneous Internet Monday, Wednesday 08:00AM - 09:15AM, Web-Based Instruction, Room WEB (more)...	R. Espinosa	25 / 25 / 0	4.00	

Synchronous – Meet online regularly

- The course "Meeting Information" will list meeting days and times.
- Online learning includes video conferencing, Zoom meetings, teleconferencing, live chatting, and live streaming lectures.

Section Selection Results Page

7. Click on the blue links under "Section Name and Title" for full class information to avoid registration errors. This will show additional lab times or important class notes on the class detail page. ***Next slide shows full class information view.**

(29 spots available, 29 students allowed, 0 on waitlist)

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/Capacity/Waitlist	Credits	Special Comments
<input type="checkbox"/>	Fall 2020	Open	ENGL-1A-37701 (37701) READ & COMP	Fresno City College	08/10/2020-12/09/2020 Lecture Monday, Wednesday 07:00AM - 08:50AM, Language Arts, Room 101	M. Takeda	29 / 29 / 0	4.00	Requires registration in ENGL-205-38801
<input type="checkbox"/>	Fall 2020	Open	ENGL-1A-37702 (37702) READ & COMP	Fresno City College	08/10/2020-12/09/2020 Lecture Monday, Wednesday 07:00AM - 08:50AM, Language Arts, Room 102	H. Staff	29 / 29 / 0	4.00	Requires registration in ENGL-205-38802
<input checked="" type="checkbox"/>	Fall 2020	Open	ENGL-1A-37703 (37703) READ & COMP	Fresno City College	08/11/2020-12/10/2020 Lecture Tuesday, Thursday 07:00AM - 08:50AM, Language Arts, Room 101	H. Staff	29 / 29 / 0	4.00	Requires registration in ENGL-205-38803

*Status: "Open", the class is available to register; "Closed", the class is full and a waitlist has not been started. You can waitlist for a class listed as "Closed" or "Waitlist" by choosing the "Waitlist" action on the drop down menu once the class is in the "My Cart" page.

8. Check mark the course you would like to take then click

Add to Cart


Class Information View

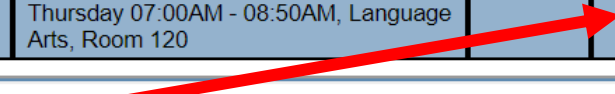
Be sure to review "Meeting Information" for class meeting dates/times and "Important Class Notes" for important information for that course section number.

Title	READ & COMP					
Course Section Number	ENGL-1A-23680					
Description	PREREQ: A "pass" grade in ENGL 125 or EMLS 167W and ENGL 126 or EMLS 168R, or EMLS 180RW or placement by multiple measures. (C-ID ENGL 100) (A, CSU-GE, UC, I)~Reading, analyzing, and writing college-level prose with emphasis on the expository; studying writing as a process; exploring different writing strategies; summarizing; editing, and critiquing; conducting research (gathering, organizing, evaluating, integrating and documenting information).					
Credits	4.00	CEUs	Term	2021FA Fall 2021		
Start Date	09 August 2021	End Date	10 December 2021			
Academic Level	UG - Undergraduate					
IMPORTANT CLASS NOTES*** (This is a 100% online class. Students will be required to attend weekly synchronous [live] online sessions on Mondays and Wednesdays, 11:00-12:15pm between 08/09 - 12/10. Enrolled students must check their Canvas account by the first day of the semester. Failure to do so may result in the student being dropped from the course.)						
Meeting Information						
08/09/2021-12/10/2021 LEC Simultaneous Internet Monday, Wednesday 11:00AM - 12:15PM, Web-Based Instruction, Room WEB 08/09/2021-12/10/2021 Lec Internet Days to be Announced, Times to be AnnouncedWeb-Based Instruction, Room WEB						
		Faculty name	Phone	Extension	E-mail address	Instructional Method
		Apryl N. Lewis			apryl.lewis@fresnocitycollege.edu	LEC Simultaneous Internet
Requisite Courses						
PREREQ: A "pass" grade in ENGL 125 or EMLS 167W and ENGL 126 or EMLS 168R or EMLS 180RW or appropriate score on reading and writing sections of Placement Test.		Take either previously or concurrently	Required			

My Cart

9. Choose an action from the drop down menu next to each class:
Register or Waitlist

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist
	Fall 2020	ENGL-1A-39850 (39850) READ & COMP	Fresno City College	08/11/2020-12/10/2020 Lecture Tuesday, Thursday 07:00AM - 08:50AM, Language Arts, Room 120	H. Staff	29 / 29 / 0



(29 spots available, 29 students allowed, 0 on waitlist)

10. Check mark the box and then click *Submit* to register.

You must check the confirmation box to proceed* <input checked="" type="checkbox"/>
<input type="button" value="SUBMIT"/>

You must complete Step 10 to complete your registration.

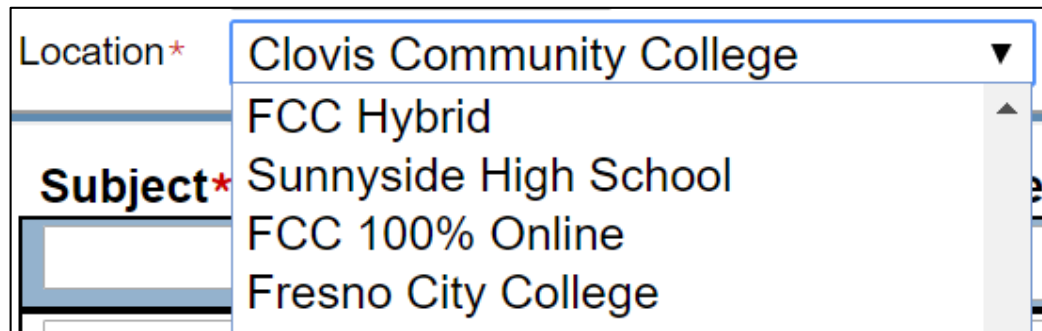
*A **Red Error Message** means that your selected "Action" did not go through. Review/resolve the error message and repeat steps 9 and 10 to register (example of a *Red Error Message* below).

BIOL-5-36957 - BIOL-5-36957 conflicts with COMM-1-37844.

Registration Reminders - Locations

Locations

- **FCC Hybrid** – combination of online instruction and scheduled in-person class instruction
- **FCC 100% Online** – no scheduled in-person class instruction
- **Fresno City College** – scheduled in-person class instruction on campus

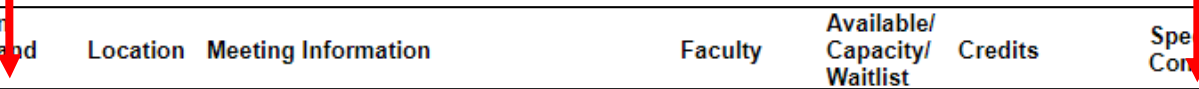


The image shows a screenshot of a registration form. The 'Location*' field is highlighted with a blue border and a dropdown menu is open. The dropdown menu lists five options: 'Clovis Community College', 'FCC Hybrid', 'Sunnyside High School', 'FCC 100% Online', and 'Fresno City College'. The 'Subject*' field is visible below the 'Location*' field but is currently empty.

NOTE: You can select a different campus *Location* and search/register for classes at another campus. For example; selecting Clovis Community College for your *Location* will bring up courses offered at that campus.

Helpful Tips

- Use the schedule worksheet (pencil is best) to avoid time conflicts and write down the section numbers and unit count as you go
- Search for 1-2 classes at a time to avoid timing out, taking a long time to search before adding classes to your cart could cause you to receive an error message
- Look for special comments in the last column; Fresno City students should avoid classes with sections starting with a "9" as they are held for special programs/cohorts



Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	Special Comments
<input type="checkbox"/>	Fall 2021	Open	ENGL-1A-91064 (91064) READ & COMP	FCC 100% Online	08/09/2021-12/10/2021 Lec Internet Days to be Announced, Times to be Announced Web-Based Instruction, Room WEB	P. Sanchez	25 / 25 / 0	4.00	CTL for Business Pathway class
<input type="checkbox"/>	Fall 2021	Open	ENGL-1A-91065 (91065) READ & COMP	FCC 100% Online	08/09/2021-12/10/2021 LEC Simultaneous Internet Wednesday 09:00AM - 10:15AM, Web-Based Instruction, Room WEB (more)...	J. Trevino	30 / 30 / 0	4.00	Ensenamos el Valle Central class

For Further Assistance

Visit www.fresnocitycollege.edu/registration for additional resources including live help and contact information.

Congratulations on registering for college!

Keep an eye on your email for important information from the college before classes begin.