Searching for Classes and Enrolling

1. Login to the NSC Portal (http://my.nsc.edu)
2. Click on the Student Center link
3. Search for classes – There are 2 ways to search for classes
   a. Click on the “Search for Classes” link on the right,
      OR
   b. Click on the “Search” link under the Academics section
4. Add classes to your shopping cart
5. From the shopping cart click on the green “Finish Enrolling” button
6. Review and confirm that you have been registered into your selected classes.

---

Step 1
Login to the NSC Portal using your NSHE ID and password.
Step 2
Select the Student Center link to login to myNSC.
Step 3
Once logged in to your Student Center, you have 2 options to search for classes:

- Select the “Search for Classes” link
OR
- Select the “Search” link under Academics

3a) Select the term. After selecting the term, you may search by subject and course number. And then click on the “Search” button.
You may also use the Additional Search Criteria section to narrow your class search even more.
3b) After clicking on the search button,

- **Class:** Number for the class
- **Days & Times:** Day and time for the class
- **Location:** NSC campus
- **Room:** Classroom location
- **Instructor:** Main instructor for the class
- **Meeting dates:** This is the date range for the class.
- **Instruction Mode:** In Person, Web Course, Hybrid

**Status:**
- Open
- Closed
- Wait List
- **Blue** is full class

To learn more about the class, click on the class/section:

**Class Detail**

**PSY 101 - 001 General Psychology**
Nevada State College | 2020 Spring | Lecture

**Meeting Information**

<table>
<thead>
<tr>
<th>Days &amp; Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Meeting Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>MoWe 9:30AM - 10:50AM</td>
<td>TBA</td>
<td>Vanessa Rodriguez Barrera</td>
<td>01/21/2020 - 05/09/2020</td>
</tr>
</tbody>
</table>

**Class Availability**

- Class Capacity: 40
- Wait List Capacity: 15

**Description**

Presents psychology as a science concerned with the actions of organisms in a social and cultural context. Satisfies Social Sciences Core Curriculum.

**Class Fee**

- Additional Class Fee: $0.00

**Course Fee**

- Additional Course Fee: $0.00

[View Search Results]
Step 4
Once you select the class section that fits your schedule, click “Select” next to the class section.

To add the course to your shopping cart, click on the “Next” button. After adding the class to your shopping cart, you may continue to search for classes.

Classes in your shopping cart does NOT mean you are enrolled in the class(es).

✅ PSY 101 has been added to your Shopping Cart.
Step 5
Register for your classes by going to the Shopping Cart,
- Select the class(es) you would like to enroll in for the semester by checking the box
- Click on “Enroll” to confirm your enrollment.
- Click on “Finish Enrolling” to confirm your enrollment once more.

For selected

Delete  Enroll

Shopping Cart

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

2020 Spring | Undergraduate | Nevada State College
Review/Confirm you have been registered for your classes
- ✅ Enrolled Successfully
- ❌ Not enrolled

Shopping Cart

3. View results

View the following status report for enrollment confirmations and errors:

<table>
<thead>
<tr>
<th>Class</th>
<th>Message</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101</td>
<td>Success: This class has been added to your schedule.</td>
<td>✅</td>
</tr>
</tbody>
</table>

Buy Books  | MAKE A PAYMENT  | MY CLASS SCHEDULE  | ADD ANOTHER CLASS