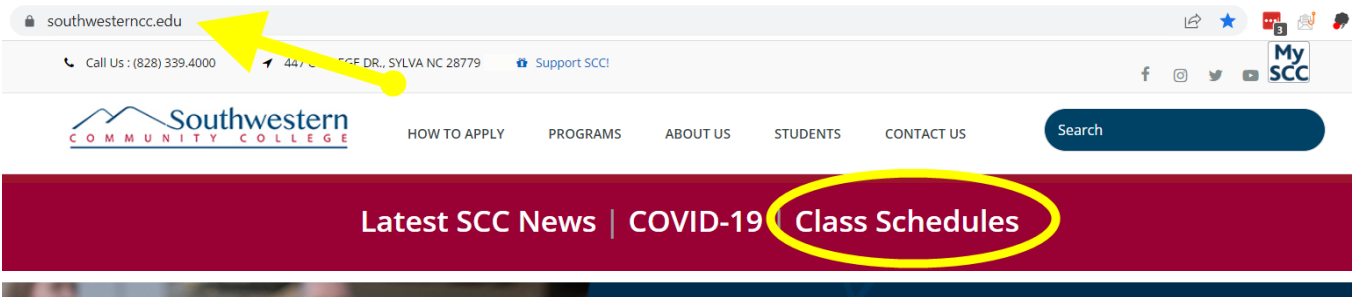
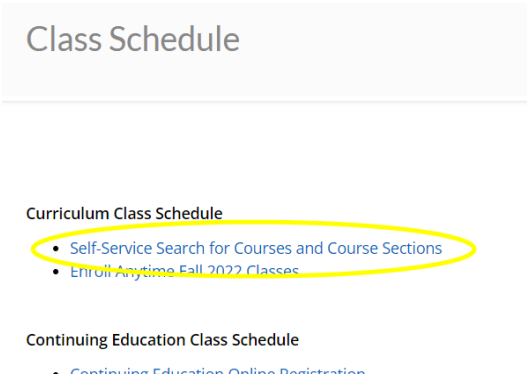
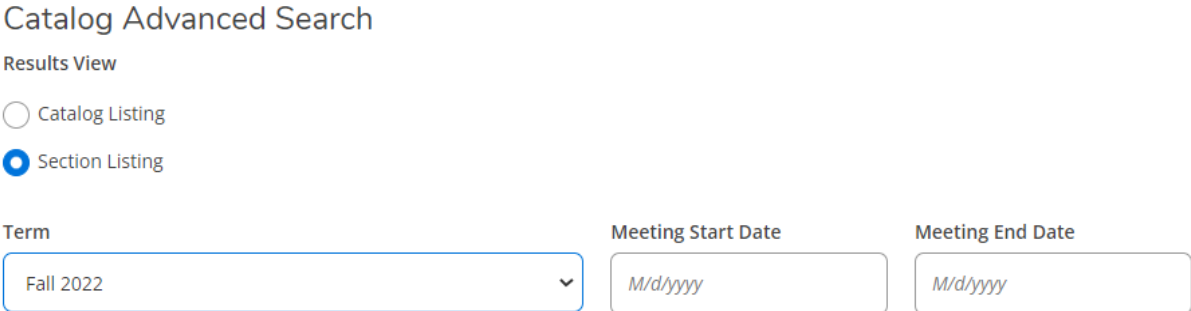


How to Search for Courses using Self-Service

This tutorial shows you how to search for courses across multiple subjects that are available in an upcoming semester.

Step 1	From the Southwestern Community College homepage, https://www.southwesterncc.edu , click on Class Schedules
	
Step 2	Select the Self-Service Search for Courses and Sections link
	
Step 3a	Section Listing is the default setting for results. Select the upcoming term for which you want to register from the drop-down box under Term . Alternatively, you may leave the Select Term box as is and enter dates if you want to search for late start classes.
	

Step 3b

Select the Subjects you want to search using the dropdown menu. You may also begin typing the Courses And Sections to bring up the discipline of interest.

If you know that you need English 111 and are also interested in Biology and History, you can search for all three of those subjects at one time.

If you don't enter a course number, all courses in that discipline will be included in the results.

You may add additional lines by clicking **+Add More...**

Term	Meeting Start Date	Meeting End Date
<input type="text" value="Select Term"/>	<input type="text" value="M/d/yyyy"/>	<input type="text" value="M/d/yyyy"/>
Courses And Sections		
<input type="text" value="English"/>	<input type="text" value="111"/>	<input type="text" value="Section"/>
<input type="text" value="History"/>	<input type="text" value="Course number"/>	<input type="text" value="Section"/>
<input type="text" value="Biology"/>	<input type="text" value="Course number"/>	<input type="text" value="Section"/>
<input type="text" value="Subject"/>	<input type="text" value="Course number"/>	<input type="text" value="Section"/>

[+ Add More...](#)

Step 3c

You can narrow your search by selecting one or more of the following options:

- Days of the Week
- Location
- Time of Day the classes meets

<input type="text" value="Subject"/>	<input type="text" value="Course number"/>	<input type="text" value="Section"/>
--------------------------------------	--	--------------------------------------

[+ Add More...](#)

Days Of Week

Sunday Monday Tuesday Wednesday

Thursday Friday Saturday

Location

Time Of Day

Time Starts by | Time Ends by || | | |

[Clear](#) [Search](#)

Step 4

After you have selected your search criteria, click **Search**.

Days Of Week

 Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Location

Main Campus - Jackson

Time Of Day

Morning (8am - Midday)

Time Starts by

hh:mm AM/PM

Time Ends by

hh:mm AM/PM

Clear

Search

Step 5

The **Section Selection Results** will show you a list of courses that met your search criteria.

							WEB ONLINE (CLAB)
Fall 2022	Open	ENG-111-SD1	Writing and Inquiry	8/15/2022-12/13/2022	Main Campus - Jackson	Classroom Hours	M, W 8:05-9:20 AM 8/15/2022 - 12/13/2022 BURL 202 (CLASS)
Fall 2022	Open	ENG-111-SD3	Writing and Inquiry	8/15/2022-12/13/2022	Main Campus - Jackson	Classroom Hours	M, W 9:30-10:45 AM 8/15/2022 - 12/13/2022 BURL 306 (CLASS)
Fall 2022	Open	HIS-131-SD1	American History I	8/15/2022-12/13/2022	Main Campus - Jackson	Classroom Hours	M, W 9:30-10:45 AM 8/15/2022 - 12/13/2022 BURL 204 (CLASS)

Step 6a

Review the results to see what courses are open for registration.

The Availability column indicates the number of seats currently open.

In the example image below you can see the first course has 8 seats available of 25 possible seats, with a waitlist of 0. The second second course is full with no students on the waitlist.

Availability	Credits
8 / 25 / 0	4.00000 Credits

ite 0 / 30 / 0 3.00000 Credits

Step 6b

You may click on the course title to view a description of the course and more information on prerequisite or corequisite courses.

Advanced Search Selection: ENG-111, HIS, BIO
Filters Applied: Main Campus - Jackson x Monday x Wednesday x Morning (8am - Midday) x

Term	Status	Section Name	Title
Fall 2022	Open	BIO-111-SD1	General Biology I
Summer 2022	Open	BIO-168-HYS1	Anatomy and Physiology
Fall 2022	Open	BIO-168-SD1	Anatomy and Physiology
Summer 2022	Open	BIO-169-HYS1	Anatomy and Physiology
Fall 2022	Open	ENG-111-SD1	Writing and Inquiry
Fall 2022	Open	ENG-111-SD3	Writing and Inquiry

Section Details

BIO-111-SD1 General Biology I
Fall 2022

Instructors Ms. Amanda L. Stonehouse

Meeting Information M 8:00 AM - 10:45 AM
8/15/2022 - 12/13/2022
Main Campus - Jackson, Balsam Center 00242 (Classroom Hours)
W 8:00 AM - 10:45 AM
8/15/2022 - 12/13/2022
Main Campus - Jackson, Balsam Center 00242 (Lab/Shop Hours)

Dates 8/15/2022 - 12/13/2022

Seats Available 21 of 22 Total

Credits 4

Grading Graded, Audit

Requisites

- Take 1 group: Take DRE-098 Take DRE-099 Take ENG-111 Take ENG-002 Take BSP-4002 - Must be completed prior to taking this course.
- Take 1 group: Take DRE-098 Take ENG-002 Take BSP-4002 Take ENG-011; - Must be taken either prior to or at the same time as this course.

Close

Step 6c

On the left side of the screen, you can further filter your results by Availability, Subject, Location, Term, Day, Time, Instructor and the Instruction Type (Online, Not Online, Hybrid)

Search for Courses and Course Sections

[Back to Course Catalog](#)

Filter Results

[Hide](#)

Availability

- Open and Waitlisted Sections
- Open Sections Only

Subjects

- Mathematics (1)
- Psychology (1)

Locations

- Main Campus - Jackson (1)
- Web-Centered (1)

Terms

- Fall 2022 (2)

Days of Week

Advanced Search Selection: Fall 2022 x

Filters Applied: Fall 2022 x

Term	Status	Section Name
Fall 2022	Open	MAT-
Fall 2022	Waitlisted	PSY-

Page

Step 7

Make note of the courses you want to discuss with your advisor. Write down the **Section Name** and the **Meeting Information** when creating your schedule.

Examples:

ENG 111 WC1 - Online

MAT 171 WS1 - MW 2-4:15

The Section Name helps identify the location and instruction type.

The image below includes a variety of section types.

EA14 is an Enroll Anytime course that begins in the second week of the term and runs 14 weeks.

HYS1 is in Sylva and Hybrid, meaning that at least half or more of the course is online

MD1 is a Day class on the Macon campus

WC1 is Web-Centered and is completely online

WS1 is a seated, but Web-Supported section

Section Name	Title	Dates	Location	Instructional Methods	Meeting Information
ENG-111-EA14	Writing and Inquiry	8/30/2022-12/13/2022	Web-Centered	Online Class	M, T, W, Th, F, Sa, Su 8/30/2022 - 12/13/2022 WEB1 ONLINE (OCLS)
ENG-111-HYS1	Writing and Inquiry	8/15/2022-12/13/2022	Main Campus - Jackson	Classroom Hours Classroom Hours	M 2:00-3:15 PM 8/15/2022 - 12/13/2022 BURL 301 (CLASS) M, T, W, Th, F, Sa, Su 8/15/2022 - 12/13/2022 WEB ONLINE (CLASS)
ENG-111-MD1	Writing and Inquiry	8/15/2022-12/13/2022	Macon Campus	Classroom Hours	M, W 8:00-9:15 AM 8/15/2022 - 12/13/2022 MCMP 110 (CLASS)
ENG-111-WC1	Writing and Inquiry	8/15/2022-12/13/2022	Web-Centered	Online Class	M, T, W, Th, F, Sa, Su 8/15/2022 - 12/13/2022 WEB1 ONLINE (OCLS)
MAT-171-WS1	Precalculus Algebra	8/15/2022-12/13/2022	Main Campus - Jackson	Classroom Hours Online Lab	M, W 2:00-4:15 PM 8/15/2022 - 12/13/2022 OAKS 00102 (CLASS) M, T, W, Th, F, Sa, Su 8/15/2022 - 12/13/2022 WEB ONLINE (OLAB)

[This link](#) will take you to a Weekly Planner to help keep your schedule organized.