Student Guide for Online Registration

**1.Open the MyWCC website: www.sunywcc.edu/mywcc
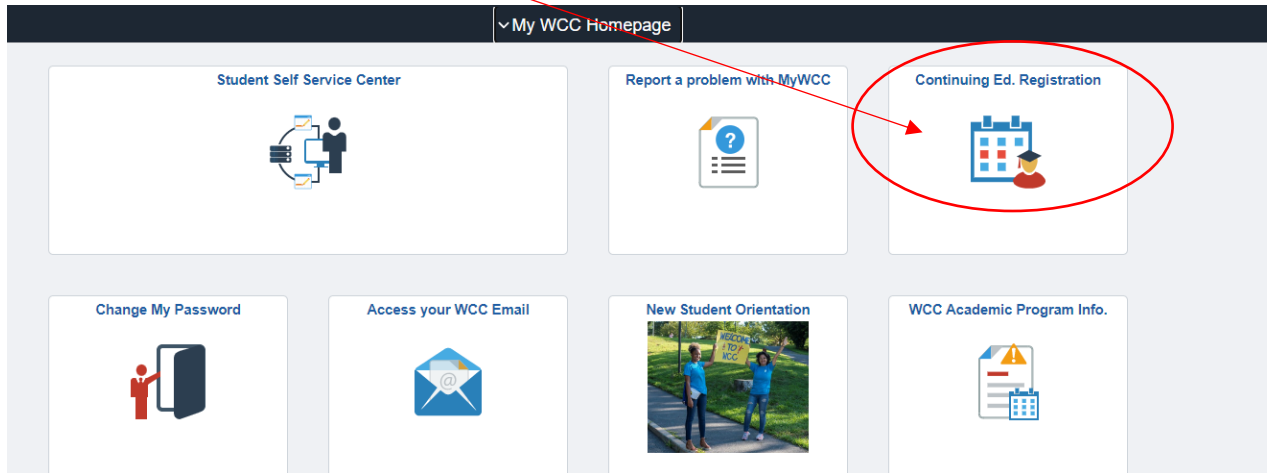or https://mywcc.sunywcc.edu**

Click on the "Sign in or Activate New Account" tile (in the middle of the page):
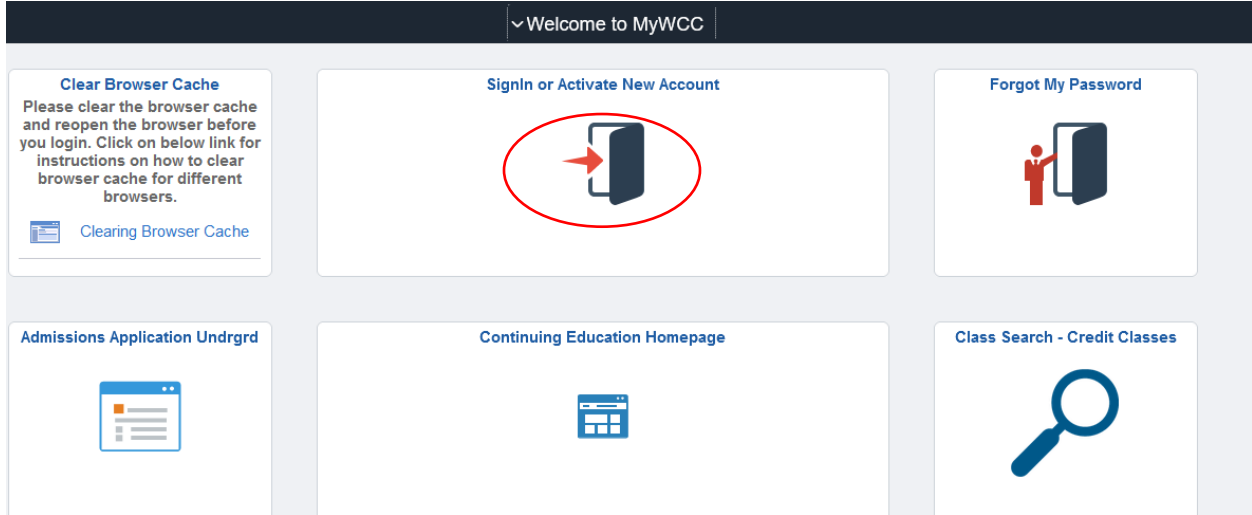
2.Sign in using your User ID and Password.
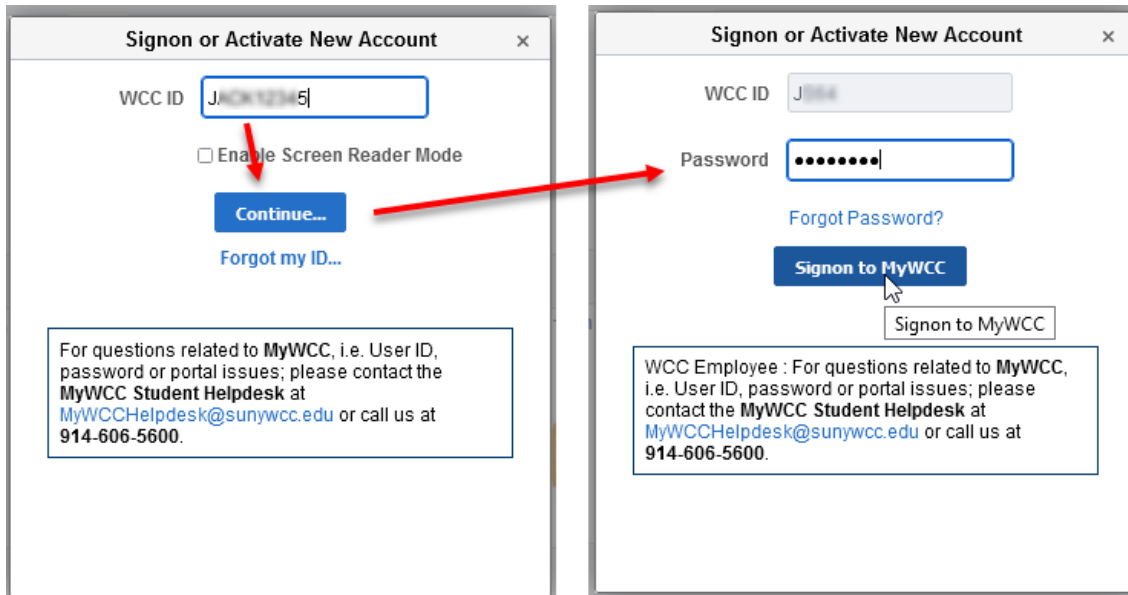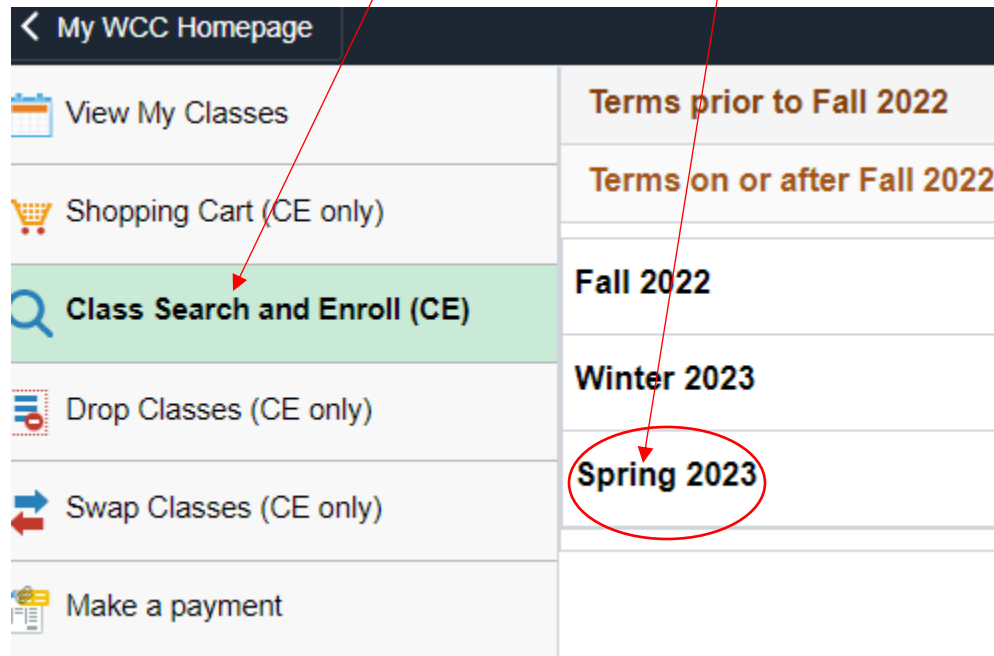
3. Select "Continuing Ed Registration":

- If you see "Statement of Student Responsibility," click "Accept."
- If a survey pops up, scroll to the bottom and click "Opt Out."

If there are any new surveys and/or statements, please either "Accept" or "Opt Out".

4. Click on "**Class search and Enroll**" on the left side of your screen.

5. **Select the semester you are looking for (ex: Spring 2023.)**

6. Type the word that describes the class you are looking for (ex: "Collegium") in the box beneath "**Search for classes**" and click "**Enter**."

View Search Results

7 Courses with keyword: collegium

Open Classes ⊗

CE-COLGM 2026
Great Decisions Discussion Group
1 Class Option Available

CE-COLGM 2043
Robert Moses's New York
1 Class Option Available

CE-COLGM 2044
Applied Logic
1 Class Option Available

CE-COLGM 2045
A La Carte
1 Class Option Available

CE-COLGM 2046
The Waste Land: One Hundred Years Later
1 Class Option Available

CE-COLGM 2047
Beethoven
1 Class Option Available

CE-COLGM 2048
The Birth of the Vampire Subgenre
1 Class Option Available

- All of the classes will appear. Click on the course for which you are registering. If you want to register for more than one class, you will be directed to come back to this step once you've enrolled in your first class.

7. Another more detailed box will appear. Click on the "caret" in the lower right corner.

CE-COLGM 2026

Great Decisions Discussion Group

★ Add to favorite courses

▼ Course Information

The Great Decisions program of the Foreign Policy Association (FPA), the USA's largest world affairs discussion program, promotes fact-based discussions and critical thinking. Using the FPA 2023 Briefing Book and associated DVD, each Hyflex class will begin with a 20-to-30-minute viewing of an FPA master class lecture on the selected topic, followed by a facilitator-led discussion. This class will have four sessions. They will be drawn from the following topics: Energy Geopolitics: how access to fuel affects relations among nations; War crimes committed in the Ukraine; How the U.S. engages with China's expanding sphere of influence; Economic Warfare: convincing Russia to cease warfare in Ukraine; Politics in South America: the effect of the left-wing surge; Global famine: the impact on countries new to the famine and those enmeshed in it; Iran at a crossroads: its future relations with the U.S.; and Climate Migration: how climate change impacts human migration Members can purchase the 2023 Great Decisions Briefing Book (highly recommended) and companion DVD (if you like) by ordering online at www.fpa.org or calling 1 800-477-5836. Please allow time for the book to be shipped to you. Supplemental readings may be emailed to the class to enhance the discussion.

| Units | 0.00 |
Grading	No Grade Associated
Components	Lecture
Course Career	Continuing Education

▼ Class Selection

Select a class option ⓘ

Selected Filters **1 option**

Option	Status	Session	Textbook Information	Instruction Mode	Class	Meeting Dates	Days and Times	Room	Instructor	Seats	
1	Open	CE-Mainstream	Book Info	Hyflex	Lecture - Sec A Class# 20695	01/13/2023 - 02/03/2023	Friday 9:25AM to 10:40AM	Knollwood Center 05	To be Announced	Open Seats 35 of 35	>

8. Click on "Next" in the upper right hand corner of the next screen.
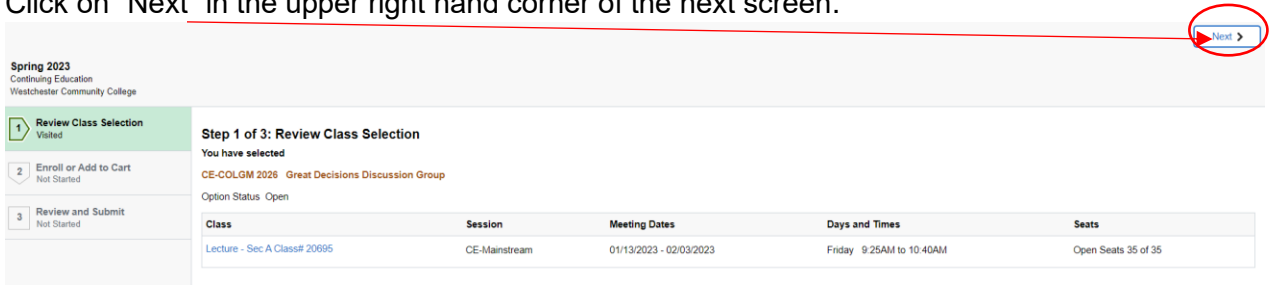
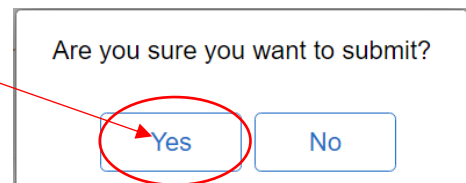9. When the Step 2 of 3 screen appears, make sure "Enroll" is selected.
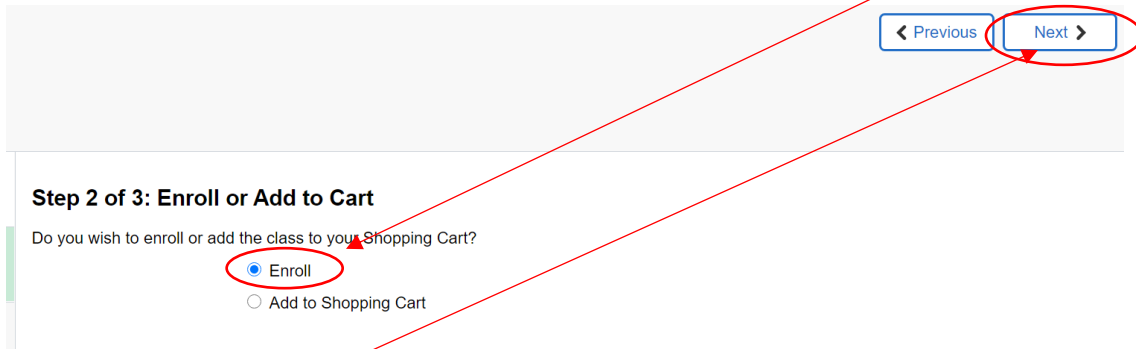
- Then Click on "Next"

10. When the Step 3 of 3 Review and Submit page appears, click the "**Submit**" on the right side of the screen.

11. When prompted **"Are you sure you want to submit?"** click "**Yes.**"

The class should appear with the message **"This class has been added to your schedule."**

Spring 2023
Continuing Education
Westchester Community College

📅 View My Classes	✅ **CE-COLGM 2026 - Great Decisions Discussion Group**
🛒 Shopping Cart (CE only)	This class has been added to your schedule.
🔍 **Class Search and Enroll (CE)**	🔍 Return to Class Search Results
📋 Drop Classes (CE only)	↩ Return to Keyword Search Page
↔ Swap Classes (CE only)	
💳 Make a payment	

12. Once you see that you are successfully enrolled in the desired class, you can **either** proceed to "**Make a Payment**" (located on the left-hand menu screenshot below) **OR** enroll in another class. Simply click on **"Class Search and Enroll (CE)"** on the left side of your screen and begin the process from step #4 above. Re-enter the word that best describes your class in the search box, and all classes will appear again. Follow the same steps (4-12).

Click **"Make a Payment"**

Spring 2023
Continuing Education

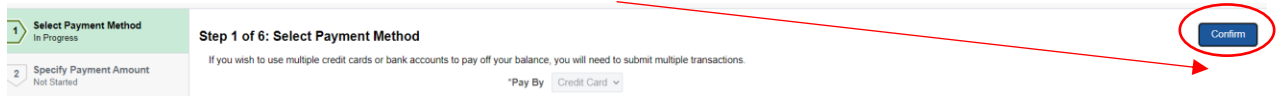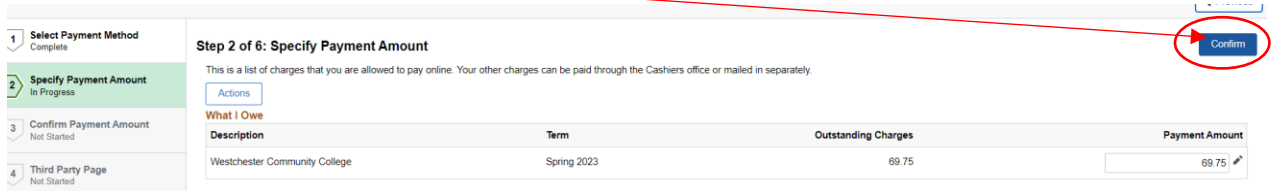| |
|---|
| 📅 **View My Classes** |
| 🛒 Shopping Cart (CE only) |
| 🔍 Class Search and Enroll (CE) |
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| ↔ Swap Classes (CE only) |
| 💳 Make a payment |

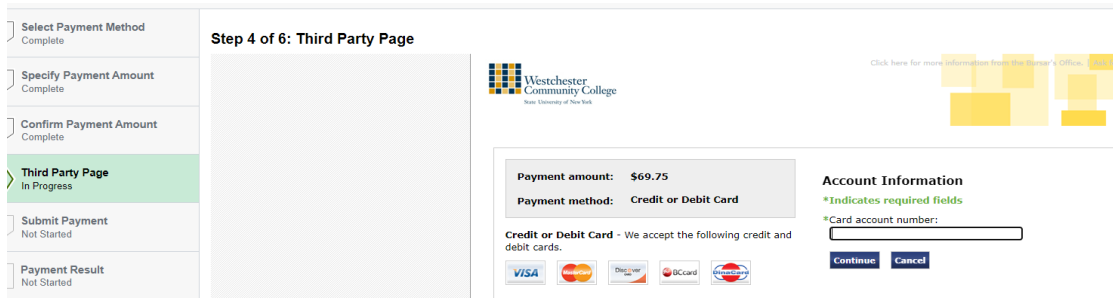Click **"Confirm"** in the upper right-hand corner**.**

Click **"Confirm"** again on the next screen

Click **"Confirm"** on the final page

Enter your credit card:

Follow the prompts and if payment doesn't go through <u>for any reason,</u> and you are logged off or are faced with the PEOPLESOFT screen call our office at 914-606-6830 and press option 1 for assistance.

If your payment does go through successfully, you will want to log out of the system. Click on the three vertical dots in the upper right-hand corner of your screen.
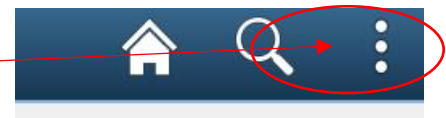
Then click "sign out"

Previous In List

Next In List

Help

Sign Out