



## **Step by Step Guide to Course Registration**

Go to the <u>Connect to College (C2C)</u> web page: <u>http://www.southeastmn.edu/c2c/</u> Click on the **Application and Registration Process** tab for details.

Please log into <u>eServices</u> to register. Look for "Login" on the upper left hand side.

- Enter StarID
- Enter Password
- Click on "Login"

## Find Courses at Minnesota State College Southeast

(C2C in High School)

- Campus: Select C2C in High School
- Semester: Defaults to current semester
- Click on the Expand/Collapse for Advanced Search tab
- Location Box (lower right): **Choose** your high school from the drop down box
- Click on "Search" (only courses offered at you HS will be on the list)
- Click on the "+" sign in the "Add" column next to the course title
  - If there is more than one section of the course you want to take, check with your teacher or counselor.
- Repeat above steps for each course
- Click on <u>Review My Plan</u> located on the left side

## **Registration: Review My Plan**

- Put a check mark in front of the courses in which you wish to register
- Click on button "Select Course(s) to proceed to Register"
- Enter Password
- Click on "Register"

## Verify Enrollment:

- Click on the "View/Modify Schedule" tab
- Verify all Connect to College courses appear on your schedule