Student Registration

Log into experience.elluciancloud.com/psc

1. From the sign in screen you will click "Sign in with students." Next, you will enter in your Polk State College student email and password.



2. Once logged in, you will be taken to the Polk Portal home page.

			☐ \$° ®
Registration Self-Service	Financial Aid Self (place holder)	Financial Aid Links 🕴 📕	Classes : 🔳
	FINANCIAL AID	E FASFA	Fall 2024 V 2
	SELF-SERVICE	🗮 OSFA 🗮 Floride Prepaid	Mon/Wed 1:30 PM - 2:45 PM LAC 01259
OPEN REGISTRATION DASHBOARD		E Tuition Payment IE Bank Mobile	
Quick access to registration information.		Polk Financial Aid III 1098 t	
Class Schedule	*		
June 2024 < Today >	Ø		
Sun Mon Tue Wed Thu Fri 9 10 11 12 13 14	Sat 15		
8 AM			
9 AM			

3. You will see a card titled "Registration self-service," click "Open registration dashboard".



4. Next, you will see the following options which you can click on for more information about them. (Once registered, you can click View Registration Information to view your schedule).

What wou	uld you like to do?		
	Prepare for Registration View registration status, update student term data, and complete pre-registration requirements.		Register for Classes Search and register for your classes. You can also view and manage your schedule.
	Plan Ahead Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.		Browse Classes Looking for classes? In this section you can browse classes you find interesting.
-	View Registration Information View your past schedules and your ungraded classes.	L	Browse Course Catalog Look up basic course information like subject, course and description.

5. To register for classes, click on the "Register for classes" link. Next, you will click the drop-down menu to select the fall 2024 term, then click continue.

Terms Open for Registration		
Fall 2024	Ŧ	
Continue		

6. Next, you will see the registration page. There you can search multiple ways for classes and as you add them to your schedule you will be able to see them on your calendar to ensure that none overlap and work with your schedule (located on the lower left side). There is also a summary box that shows you the classes you add to your cart (lower right side). *Please note that to officially register for classes you must click the submit button.*

Student - Registrat	ion - Selec	taTerm - Rej	gister for Classes				
Register for Classes							
Fird Davies Enter DRIS	Plans Schedule at	d Options					
Enter Your Search Criteria 0							
Term: Spring 3024 Credit Coarses							
Open Waiting Sector	a Only						
1	Subject						
Subject and Course N	lumber -						
Environ CRIVE auror N	inter .						
	ampus						
manuctioner en	emoce						
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· · · ·	tunity						
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Th	unday						
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D Schedule III Schedule Details							E burnary Subscription
Class Schedule for Spring 2024 Credit (Courses	Tente	Riveland an	Therein	. Dida	Totale 1	No replatered or pending classes.
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lan .							
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10am							
Ham							
Display or hide additional registration	internation using Diri +-	AT & V. Use Only AT & C its re-	The second se				
Tree 1	and the second second						Tos/Iture, Registered: 1) Billing: 0 (DEI: 0) Mile: 1) Harr, 15
Farmers +							0

7. Use the top section to search a class by day and time, professor, instructional method among many other options. Once entered, click search.

Enter Your Search Criteria 1 Term: Fall 2024	
Session/Parts of Term	
Course (ex. ENC1101)	× ENC1101 English Composition
Instructor	ACG2021 Accounting
	ACG2030 Accounting
Meeting Days Sunday	ACG2071 Accounting
Monday	ACG2072 Accounting
Tuesday	ACG2100 Accounting

8. Next, you will see all of your options for that class and can review them to find the one that works best for you.

Find Classes Enter CRN	Find Classes Enfer CRNs Schedule and Options													
Search Results — 54 Classes Term: Fall 2024 Course (ex. ENC1101): SLS1122 Student Life Skills												Search Again		
FIRST YEAR SEMINAR	Student Life	SLS	1122	3	20634	Fall 2	Yakoo Newton, Vivian	S 💆 T 💟 T F S 07:30 AM - 08:45 AM Type: I	Winte	25 of 25 seats r	Lecture	Lower Division PailCanvas Designated Class Standard Spi	Add	*
EIRST YEAR SEMINAR	Student Life	SLS	1122	3	20636	Fall 2	Thomeson. Melvin (Pr	ा थ र थ व ा छ 07.30 АМ - 88.45 АМ Туре: 1	Winte	20 of 20 seats r	Lecture	AA Elective Tutton-Adv & Prof Lover Div Facts To Face Honors Program Class Lower Onistion Pair/Canvas Designated Class Standard Spi	Add	l
FIRST YEAR SEMINAR	Student Life	SLS	1122	3	20637	Fall 2	Shaqiro, Melissa (Pri	s 🔟 T 👿 T (P IS) 10:30 AM - 11:45 AM Type: I	Winte	25 of 25 seats r	Lecture	AA Exctive Tutton-Adv & Prof Lover Div Face To Face Lower Olivition Pail/Canvas Designated Class Standard Spi	Add	
												AA Elective Tuition-Adv & Prof Lower Div		•

9. To add a class to your cart, click the add button on the right side. Once you have added it you will see it listed below in your cart as well as on your calendar.

🗎 Schedu	e IE Schedule	Details			🛅 Summary										
Class Sche	tule for Fall 2024				Title	Details	Hours	CRN	Schedule Type	Status	Action	\$.			
	Sunday	Monday FIRST YEAR SEAWAR	Tuesday	Wednesday	Thursday	Friday	Saturday	FIRST YEAR SEMINAR	SLS 1122, 0	3	20637	Lecture	Pending	**Web Registered**	
11am															
12pm															
1pm								-							
2nm								-							
2pm															
3pm															
4pm															
5pm															
60m								Total Hours Registered: 0 Billing:	0 CEU: 0 Min: 0 Max:	999,009.99)				
Panels	•														Submit

10. Once you have searched and added the classes you want, you will see them as "pending" in your summary box. Be sure to click the submit button to officially register for the classes.

Summary							_			
Title	Details	Hours	CRN	Schedule Type	Status	Action	\$ -			
FIRST YEAR SEMINAR	SLS 1122, 0	3	20637	Lecture	Pending	**Web Registered**	•			
4										
•										
Total Hours Registered: 0 Billing: 0 CEU: 0 Min: 0 Max: 000,000.000										
							Submit			

11. Once you have clicked the submit button, you will see that the pending status has updated to registered.

Summary											
Title	Details	Hours	CRN	Schedule Type	Status	Action	\$.				
FIRST YEAR SEMINAR	SLS 1122, 0	3	20625	Lecture	Registered	None	•				
Total Hours Registered: 3 Billing: 3 CEU: 0 Min: 0 Max: 999,099 999											
							Submit				