

## REGISTER FROM FIND COURSE SECTIONS

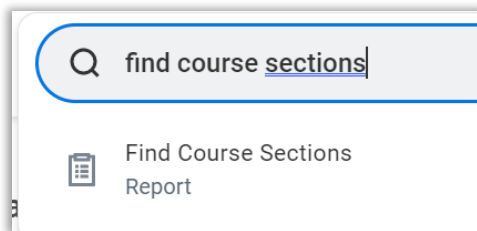
Academic Plans are available for use by all NWACC students. If you are pursuing a Program of Study with an Academic Plan template, your plan will automatically populate using this template. This plan can still be edited, even if the template populates.

Before you register, we encourage you to create an Academic Plan from which to register. The Academic Plan is not equal to your registration; it's a plan that makes it easy for you to choose the right courses from your Plan for each Academic Period. If you need instructions for creating your academic plan, review the Academic Plan QRG. To register from your Academic Plan, review the Register from Academic Plan QRG.

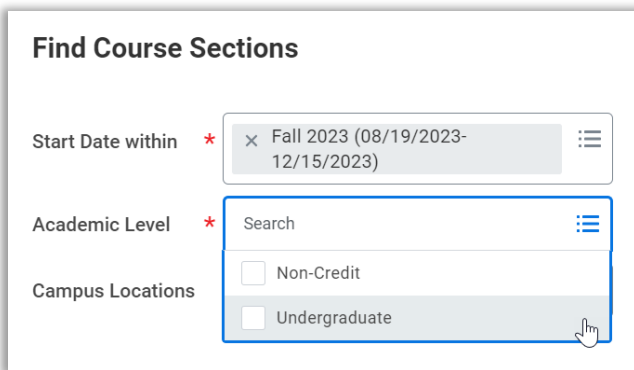
If you need to register from the course section itself, use these instructions to access the Find Course Sections report, and register from the course section.

### Register from Find Course Sections

1. Type **Find Course Sections** in the search bar.
2. Click on the name of the report to open it.

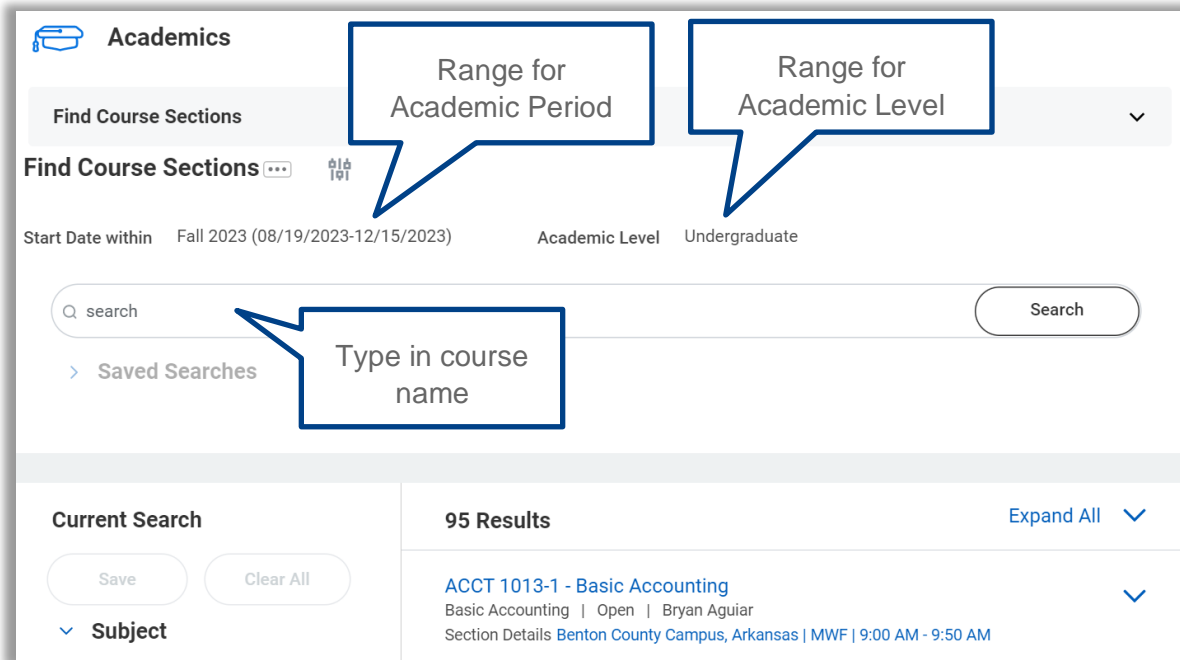


3. Select the **Academic Period** and **Academic Level** for the courses you seek.

A screenshot of the "Find Course Sections" form. The form has three main sections: "Start Date within" with a dropdown menu showing "Fall 2023 (08/19/2023-12/15/2023)"; "Academic Level" with a dropdown menu showing "Search"; and "Campus Locations" with two checkboxes: "Non-Credit" and "Undergraduate". A mouse cursor is pointing at the "Undergraduate" checkbox.

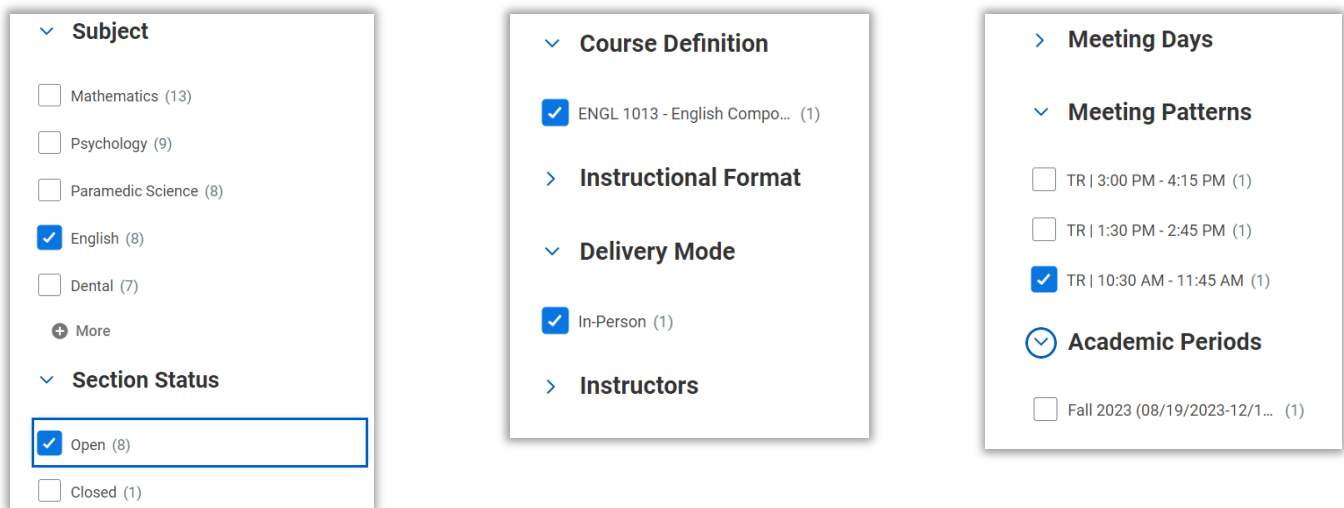
4. Click **OK**.

5. You will see the **Find Course Sections** report. With this report, you can search for course sections by name, or drill down by subject, section status, campus locations, course definition, delivery mode, meeting patterns, and academic periods.



6. On the left side, you will see various filter criteria that you can use to narrow down your search results.

**NOTE:** Scroll down to Academic Periods and select the best option.



7. The result of selecting the filter criteria narrows your search results to just what you want to see.

**Current Search**

Save Clear All

▼ **Subject**

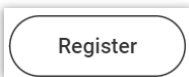
**1 Result**

[ENGL 1013-5 - English Composition I](#)  
 English Composition I | Open | Lorraine Bach  
 Section Details [Burns 1019 | TR | 10:30 AM - 11:45 AM](#)

**NOTE:** You can save your search if you perform it frequently, by clicking the Save button, and giving the search a name.

The diagram shows a 'Save Search' dialog box on the left with a 'Name' field containing 'English Comp' and 'OK' and 'Cancel' buttons. A blue arrow points to the right, where a 'Saved Searches (1)' list is shown with a search icon and the entry 'English Comp'.

8. Click on the name of the course section to open it.
9. Click the **Register** button.



10. You will see the course displayed next to the course description.

ARHS 2913 - Art History I
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3 Semester Credits

**Course Listing** ARHS 2913 - Art History I

**Description** (F, S) Survey and analysis of movements and masterpieces of art from the Stone Age to the present. Art History I introduces the student to art forms from the Stone Age through the Middle Ages. It is recommended that ENGL 1013 be taken prior to enrolling in this course.

**Eligible**

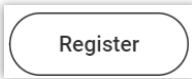
11. Select the checkbox next to the course section you want to register for.

**Lecture**

1 item 🗨️

Select	Section	Eligible	Section Status	Start Date	E
<input checked="" type="checkbox"/>	ARHS 2913-1 - Art History I	<input checked="" type="checkbox"/>	Open	08/21/2023	1

12. Click the **Register** button.



13. You will see the courses for which you registered, with buttons to view the courses, or view your account.

### Register from Academic Plan

Successfully Registered Courses 1 item

Course	Section
<a href="#">PSYC 2003 - General Psychology</a>	<a href="#">PSYC 2003-2 - General Psychology</a>

View Registered Courses

View Student Account

14. To view your courses, click **View Registered Courses**.

You can change your registration when you are in the registration period.

Fall 2023

View Schedule

Edit Registration

My Enrolled Courses 3 items

	Course Listing	Credits	Grading Basis	Section	Instructional Format	Delivery Mode	Meeting Patterns
Q	<a href="#">ENGL 1013 - English Composition I</a>	3	Graded	<a href="#">ENGL 1013-1 - English Composition I</a>	Lecture	In-Person	TR   3:00 PM - 4:15 PM   NWACC WC 224
Q	<a href="#">ACCT 1013 - Basic Accounting</a>	3	Graded	<a href="#">ACCT 1013-1 - Basic Accounting</a>	Lecture	Online	MWF   9:00 AM - 9:50 AM   Benton County Campus, Arkansas
Q	<a href="#">PSYC 2003 - General Psychology</a>	3	Graded	<a href="#">PSYC 2003-2 - General Psychology</a>	Lecture	In-Person	TR   9:00 AM - 10:15 AM   Burns 2240