

## How To Select A Class

If you need to add a course(s), please review the options listed below:

**Option 1 - Add a class to your timetable (only available for FT students registered in the current semester). If you are not registered FT you will need to follow the PT registration process.**

**Option 2 – Register for the class through Continuing Education or Distance Education**

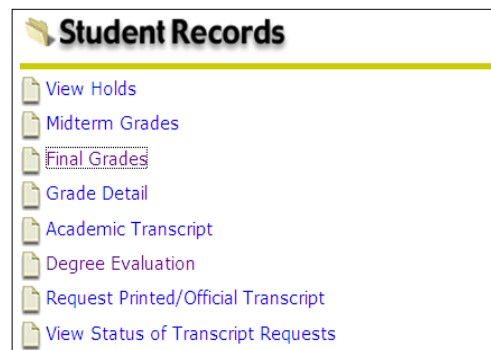
(Go to <http://www.durhamcollege.ca/coned> to find available courses. *Please note full payment is required at the time of registration*).

**Option 3 – Visit your school office to discuss taking the class during a future semester.**

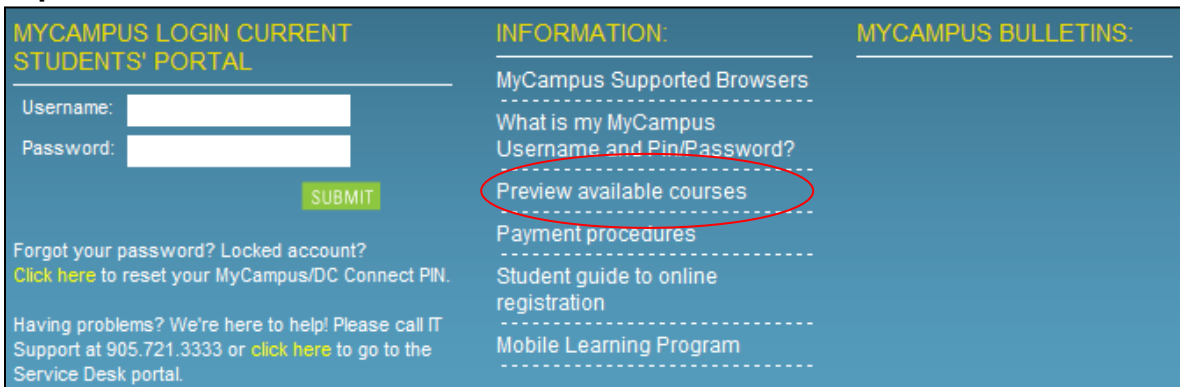
### Step #1 – View Your Final Grades

After viewing your final grade(s), once released, on your MyCampus account, you will be able to determine if you were unsuccessful in one or more courses.

- Go to <http://www.durhamcollege.ca/mycampus/> and log in.
- Select “**Self Service Options**” located at the top right corner of the webpage.
- Select “**Student Information – Durham College**”.
- Select “**Student Records**”.
- Select “**Final Grades**”.



### Step #2 - Choose “Preview available courses” under the ‘Information’ column.



- Choose the current term and click on **“Submit”**  
(January – April: DC Winter / May – August: DC Spring / September – December: DC Fall).

Class Schedule Search

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## Durham College

- Please use this Term Selector to view a listing of our many and varied course offerings.
- Simply choose a Term from the display menu and click the Submit button when you are ready to view our course selections.
- Should you not be able to find a course within the Term you have selected please make another Term selection or return again soon to see our latest course updates.
- **Thank you for taking the time to view the many fine courses that Durham College has to offer to you.**

**Search by Term:**

DC Winter 2014

- Under **‘Subject’** choose the class you need to take, e.g. GNED (general education course/ elective), and click on **“Class Search”**.

*Please note: You can narrow down your search options based on availability times in your timetable, but you may only choose (1) day at a time (i.e.; Mondays at 9:00 am to 11:00 am).*

DC Winter 2014  
Dec 11, 2013

Class Schedule Search

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**Subject:** MATH - Mathematics  
AGMH - Mathematics for Agriculture  
MEAS - Measurement

**Course Number:** 1108

**Title:** STATISTICS I

**Credit Range:** \_\_\_\_\_ hours to \_\_\_\_\_ hours

**Part of Term:** Non-date based courses only

**Instructor:** All  
Abdalyan, Ani  
Academic Career Entrance Program, Ministry

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

[Return to Previous](#)

You can search by course number (ie; 1108)  
OR  
by course name (ie; STATISTICS 1)

This will display the available classes in the selected times.

## Class Schedule Listing

DC Winter 2014  
Dec 09, 2013

### Sections Found

STATISTICS 1 - 18394 - MATH 1108 - 01

CRN

**Associated Term:** DC Winter 2014  
**Registration Dates:** Nov 19, 2013 to Jan 10, 2014  
**Levels:** Post Secondary  
**Instructors:** Ron Collis (P)

Oshawa Campus  
Lec Schedule Type  
3.000 Credits

### Registration Availability

|                | Capacity | Actual | Remaining |
|----------------|----------|--------|-----------|
| Seats          | 42       | 14     | 28        |
| Waitlist Seats | 0        | 0      | 0         |

### Scheduled Meeting Times

| Type  | Time               | Days | Where       | Date Range                  | Schedule Type | Instructors    |
|-------|--------------------|------|-------------|-----------------------------|---------------|----------------|
| Class | 12:10 pm - 1:00 pm | R    | C-Wing C249 | Jan 06, 2014 - Apr 18, 2014 | Lec           | Ron Collis (P) |
| Class | 1:10 pm - 3:00 pm  | F    | C-Wing C248 | Jan 06, 2014 - Apr 18, 2014 | Lec           | Ron Collis (P) |

To register, you will require the 5-digit CRN number. *Please note that if you are FT and picking up a class this may result in overload fees, which will be applied to your financial account. You will be responsible for paying the fees.*







**Step #3 – Please note, only FT students are able to register through MyCampus.**

If you are not registered FT you will need to go through the part-time registration steps. You will need to find your CRN number and come in to make a payment or calling 905.721.3000 to register and make a credit card payment.

For FT students, once you have found the required 5 – digit CRN number, please follow the steps below to register yourself for the class:

- Go to [www.durhamcollege.ca/mycampus](http://www.durhamcollege.ca/mycampus).
- Select “**Self Service Options**” located at the top right corner of the webpage.
- Select “**Student Information – Durham College**”.
- Select “**Registration**”.

## Student Services & Financial Aid

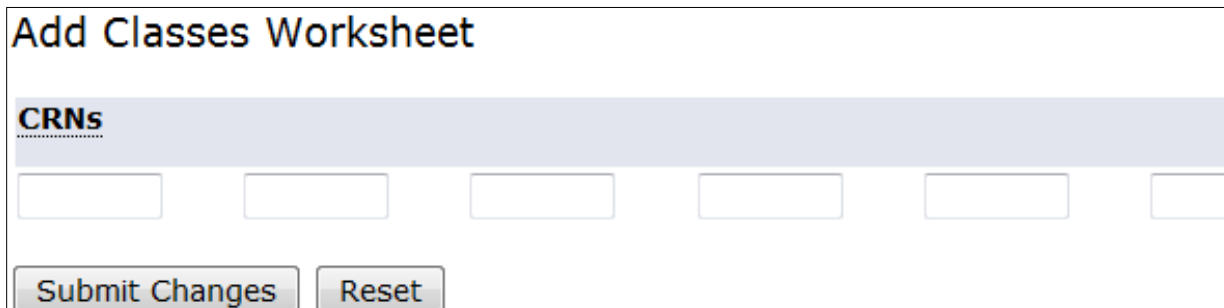
-  [Paying Your Fees](#)  
Payment options, payment methods, withdrawal and refund procedures, credit card payment, complete account summary and account summary by term
-  [Registration](#)  
Check your registration status; Display your class schedule; Apply to graduate.
-  [Student Records](#)  
View your holds; Display your grades and transcripts; Check your progress to graduation.
-  [Financial Aid](#)  
Submit your Financial Profile; OSAP website.
-  [Canadian Tax Forms](#)  
View T2202A Form; View UPASS Form
-  [Student Success Survey \(First Year Students\)](#)

- Select “Add/Drop Classes”.



The screenshot shows a web interface titled "Registration" with a folder icon. Below the title is a horizontal yellow bar. Underneath the bar is a list of menu items, each with a folder icon: "Select Term", "Add/Drop Classes" (circled in red), "Look-up Classes to Add", and "Student Schedule by Day & Time".

- Select the current term and click “Submit”.
- To add a course enter the CRN into the subject boxes under “Add Classes Worksheet”.
- Click “Submit Changes”.



The screenshot shows a web form titled "Add Classes Worksheet". It features a header section labeled "CRNs" with a dotted line underneath. Below this header are six empty rectangular input boxes for entering CRNs. At the bottom of the form are two buttons: "Submit Changes" and "Reset".

A pop-up box will show you what CRN's you have successfully changed. By scrolling down the page you will be able to see if any errors occurred. If there is an error, then you have not been registered in that subject. By clicking on the error message under 'Status' you will get a detailed description of what the error message means. Please call 905.721.3000 to correct these errors.