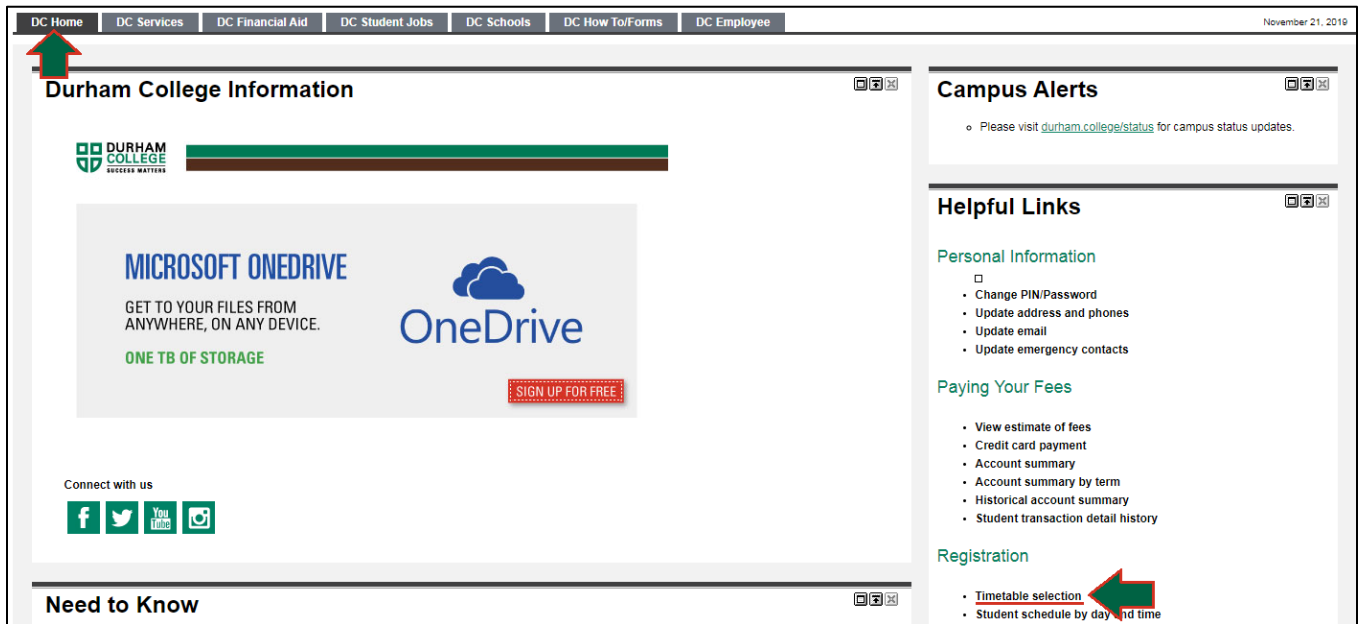
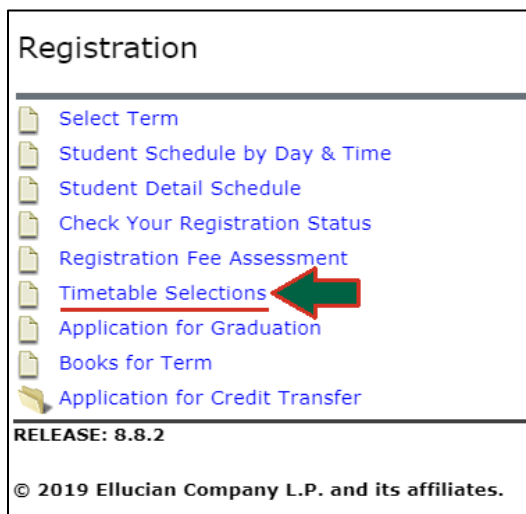


How to Select a Timetable

1. Log into MyCampus (www.durhamcollege.ca/mycampus).
2. Select **Timetable Selection** from the **Registration** section of the **Helpful Links** tab on the right-hand side of the **DC Home** tab.




3. Select **Timetable Selections** a second time on the **Registration** page.



4. You will be promoted to confirm or update your emergency contact(s). You must do this before you can proceed with your timetable selection.


View Emergency Contacts

 **No Emergency Contact Information found.**

[Update Emergency Contacts](#)

OR:

View Emergency Contacts

 Keeping your emergency contact information up-to-date is important so that we can contact others in case of an urgent situation. Your current emergency contact information is detailed below. If this information is still accurate, click on the "Confirm" button below. If any information has changed, please make the necessary updates by clicking on the "Update Emergency Contacts" link at the bottom of this page.

Emergency Contacts

Order	Name	Address and Phone Relationship
1		
2		
3		

[\[Update Emergency Contacts \]](#)

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5. Review the Registration and Policy Acknowledgement. If all information is correct, select "I Agree" to proceed with timetable selection.

Registration and Policy Acknowledgement for Durham College

Our records indicate that you are currently enrolled in the **Business - Accounting**. If this information is incorrect, please click on the **I DO NOT AGREE** button below.

By registering for courses at Durham College, I understand and confirm that:

- Any changes that I make to my timetable during the add/drop period may affect the fees that I owe to the college. I acknowledge that I am responsible for checking my college account regularly and ensuring any new fees are paid immediately.
- I am responsible for paying all fees owing by the due dates indicated on my fee statement. Fees not paid by these dates will result in a late fee being added to my account.
- It is my responsibility to ensure I fully understand all college policies and procedures related to students as outlined on the Durham College website.
- My lack of knowledge of these policies and procedures, particularly as they pertain to academic misconduct, does not constitute a valid defence against action by the college.
- Any course work completed for my program may be shared with quality assurance bodies.

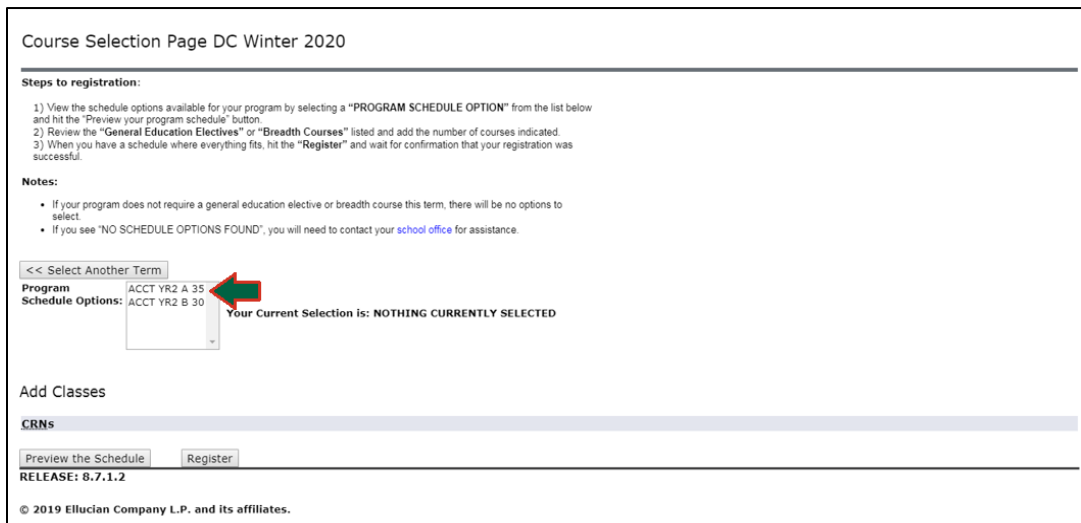
In accordance with the Freedom of Information and Protection of Privacy Act, your personal information is collected, retained and reported to the Ministry of Advanced Education and Skills Development (MAESD) under the legal authority of the Ontario Colleges of Applied Arts and Technology Act, 2002. MAESD collects student-level enrolment-related data, which includes limited personal information such as Ontario Education Numbers, student characteristics and educational outcomes, in order to administer government post-secondary funding, policies and programs, including planning, evaluation and monitoring activities. Your personal information may also be used or disclosed for administrative, information technology, law enforcement, statistical or research purposes of the College or ministries and agencies of the Ontario and federal governments. Further details are available at our Privacy page (<http://www.durhamcollege.ca/about-us/legal-privacy>) or by contacting the Freedom of Information Coordinator, President's Office, 2000 Simcoe Street North, Oshawa, ON L1H 7K4, 905.721.2000 ext. 3292

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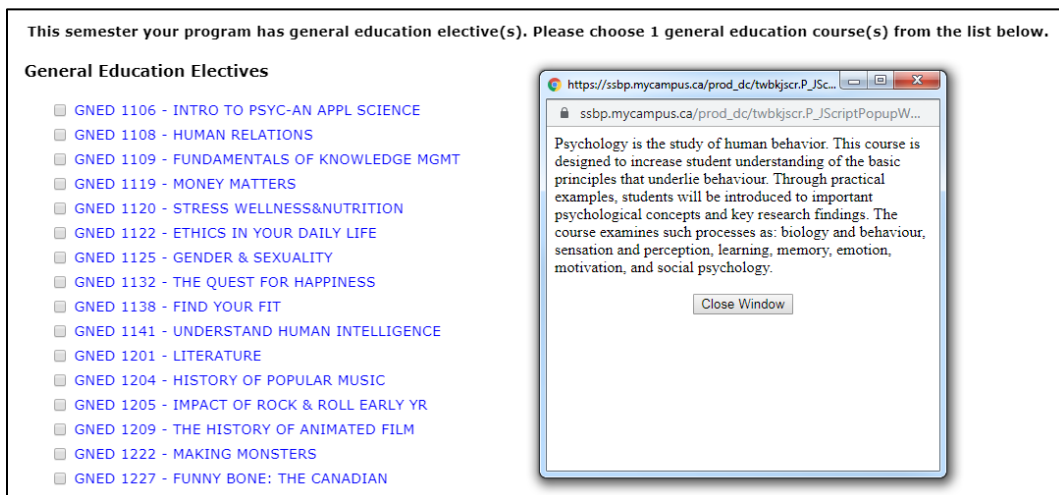
6. Select the term that you are registering for and click **Submit**.



7. A **Course Selection** page will appear. Timetable option(s) will be listed in the **Program Schedule Options**.



8. If you are required to select a general education elective (GNED) as part of your timetable, a list of available elective courses will be listed. You can click on the elective course to view the course description.




- Once you've selected a general education elective course, you will be prompted to choose the day/time you wish to take the course.

This semester your program has general education elective(s). Please choose 1 general education course(s) from the list below.

General Education Electives

GNE1106 - INTRO TO PSYC-AN APPL SCIENCE

 January 6, 2020 - April 17, 2020 (25109 Online)

January 6, 2020 - April 17, 2020 (25110 Online)

January 6, 2020 - April 17, 2020 (25111 Online)

- You can then **Preview the Schedule** or **Register** (at the bottom of the page).
- A pop-up window will appear to show you which CRNs you have registered for. If you do not see this, you have not successfully registered.

A place has been secured for you in these CRNs:
23539, 25111, 25227, 25404, 25595

- You will see the courses you successfully registered in under **Current Schedule**.

Add/Drop Classes: DC Winter 2020
Nov 21, 2019 11:11 am

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list.

Your current status in each course section is listed below. To request a change in status (i.e. to drop a course section) select the appropriate action from the drop-down list in the Action column and then press 'Submit Changes'. Be sure to verify the results of your request by viewing your updated status in each section.

If you are making timetable changes, make sure before you drop your course that there is space available in the course that you are selecting.

NOTE: Adding courses is only available up until day five from the start of the semester.
If you are adding additional course hours to your timetable please note you may be subject to additional tuition fees.
Please note courses dropped after day ten are still included in your semester enrolment for tuition fee purposes.

You cannot drop your last class. Please contact Enrolment Service's. If you wish to withdraw please complete the "Request to Withdraw" form.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Successfully **Web Registered** on Nov 21, 2019	None	23539	BLCK	1000	219	Undeclared	0.000	Not	Gradable	BLOCK MAX (NON-COURSE)
Successfully **Web Registered** on Nov 21, 2019	None	25111	GNE1	1106	AA6	Post Secondary	3.000	Numeric	Marks Mode	INTRO TO PSYC-AN APPL SCIENCE
Successfully **Web Registered** on Nov 21, 2019	None	25227	GRP	0001	02	Post Secondary	0.000	Not	Gradable	ACCOUNTING STREAM
Successfully **Web Registered** on Nov 21, 2019	None	25404	LAW	3207	01	Post Secondary	3.000	Numeric	Marks Mode	BUSINESS LAW FOR ACCOUNTING
Successfully **Web Registered** on Nov 21, 2019	None	25595	MGMT	5202	01	Post Secondary	3.000	Numeric	Marks Mode	MANAGEMENT INFORMATION SYSTEMS

Total Credit Hours: 9.000
Billing Hours: 126.000
Date: Nov 21, 2019 11:11 am

13. If there were issues with your registration, a pop-up window will appear. You can also scroll down to the bottom of the page to review registration errors. If there is an error, then you have not registered in the course.

Total Credit Hours: 9.000								
Billing Hours: 126.000								
Date: Nov 21, 2019 11:11 am								
Registration Add Errors								
CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title	Status
23272	ACCT	3210	01	Post Secondary	3.000	Numeric Marks Mode	PERSONAL TAXATION	Prerequisite and Test Score error
23274	ACCT	4200	01	Post Secondary	4.000	Numeric Marks Mode	INTERMEDIATE ACCOUNTING II	Prerequisite and Test Score error
23276	ACCT	4203	01	Post Secondary	4.000	Numeric Marks Mode	MANAGERIAL ACCOUNTING II	Prerequisite and Test Score error

[[Student Schedule by Day & Time](#) | [View Holds](#) | [Registration Fee Assessment](#)]

Note: If you feel you were dropped from a course in error, please contact Enrolment Services at 905-721-3000, otherwise please consult with your school office (i.e. School of Business, IT & Management) to discuss picking up any missed pre-requisite courses, etc.

After you've selected your timetable, you will not be able to select a different timetable or make changes until the **add/drop** window has opened. Please consult MyCampus for the exact date/time that you can start to add/drop classes.

Course Selection Page For the DC Winter 2020 Term you are already enrolled.

Your school records indicate that for the DC Winter 2020 term you have already registered in **PROGRAM/BLOCK**

Changes to this schedule cannot be made on-line at this time.

You have already enrolled yourself into a Block Schedule for this Term. Changes will not be allowed until the week prior to the start of classes.

[Return to Main Menu](#)