

REGISTER FOR CLASSES

TO LOGIN: VISIT WWW.BARSTOW.EDU/

SELECT "MY BARSTOW PORTAL" FROM THE MENU OPTIONS

The screenshot shows the Barstow Community College website homepage. At the top is a navigation menu with the following items: HOME, ABOUT BCC, ACADEMIC AFFAIRS, STUDENT SERVICES, STUDENT SUCCESS & EQUITY, FOUNDATION, and DIRECTORY. The main content area features a large banner for the 2016 Commencement on May 20th at 3:00 pm, with the text "NEW TIME - Same Place". The Barstow Community College logo is on the left, and a "Click Here for more information" link is on the right. Below the banner is a "OUR VISION" section with the text "Empowering Students to Achieve Their Personal Best Through Excellence in Education". On the right side, there is a "CALENDAR OF EVENTS" section with links for "New Student Video", "ACCREDITATION", "STUDENT SUCCESS SCORECARD", and "SalarySurfer". At the bottom right, there is a "my Barstow Portal" link. A green arrow points from the text above to the "my Barstow Portal" link, and another green arrow points from the "my Barstow Portal" link to the right.

SELECT “ENTER SECURE AREA”

[Enter Secure Area](#)

[Apply for Admission](#)

[General Financial Aid](#)

[Campus Directory](#)

[Class Schedule](#)

[Course Catalog](#)

[Barstow College Website](#)

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USER ID: B NUMBER

PIN: YOUR DATE OF BIRTH (MMDDYY)

User Login

 Enter your Barstow Community College 'B' User ID and PIN and then click 'Login'.

Your 'B' User ID: All Barstow Community College students have been assigned an ID number that is 9 characters long that begins with 'B' followed by 8 randomly assigned numeric digits. If you do not know your B***** User ID, click the 'Need to find my BCC ID' button below.

Your PIN: Your initial Personal Identification Number is your MMDDYY date of birth, e.g. 032581 for March 25, 1981. During your first login, you will be prompted to change your PIN. If you have forgotten your PIN, enter your 'B' User ID and click the 'Forgot PIN?' button.

Important Note: If you attempt to login too many times using an invalid 'B' User ID and PIN your web access will be disabled. If you need your account re-enabled or if you need additional assistance, please contact Admissions & Records by phone at 760-252-2411, ext. 7236 or by email at admit@barstow.edu

To end your session, click 'Exit' and close your web browser when you are finished.

User ID:

PIN:

Login

Forgot PIN?

Need to find my BCC ID

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SELECT STUDENT SERVICES

Personal Information

Change your PIN and/or security questions, update your contact information and/or veterans classification

Student Services

Register, view your records and/or account information

Financial Aid

Apply for and/or view your status, eligibility and award information

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SELECT REGISTRATION

[Personal Information](#)

[Student Services](#)

[Financial Aid](#)

Search

Go

[RETURN TO MAIN MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Services

[Admissions](#)

Apply or re-apply for admission at CCCApply

[Registration](#)

Check your registration status, class schedule and add or drop classes

[Student Records](#)

View your holds, grades and transcripts

[Student Account](#)

View your account summaries, statement/payment history and tax information

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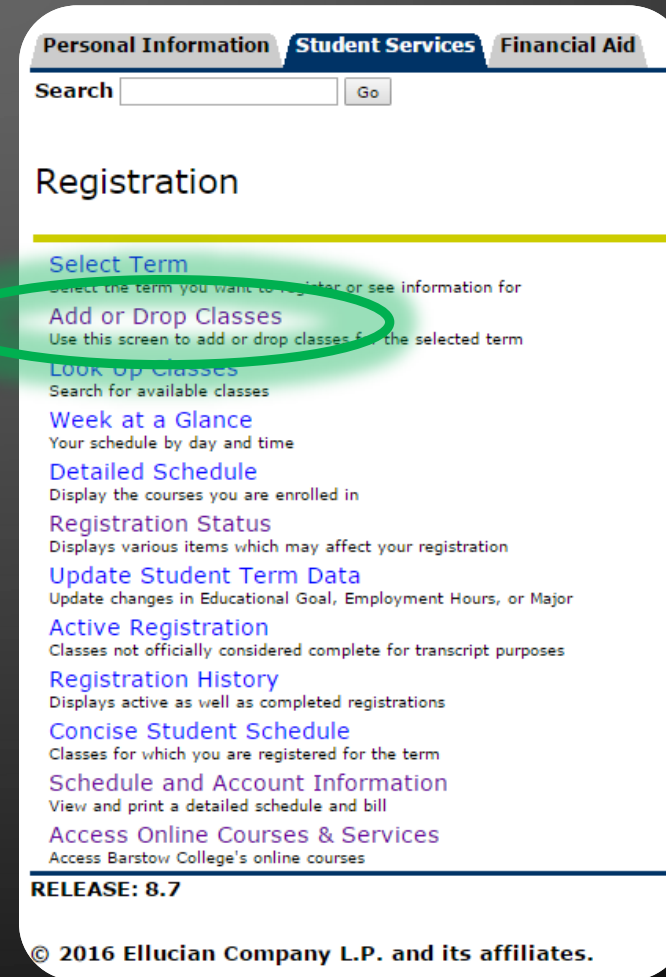
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SELECT ADD OR DROP CLASSES

Add or Drop
Classes link from
this page is the
ONLY place you
can register or
drop classes



The screenshot shows a web interface with three tabs: 'Personal Information', 'Student Services', and 'Financial Aid'. Below the tabs is a search bar with a 'Go' button. The main heading is 'Registration'. A list of links follows, with 'Add or Drop Classes' circled in green. The other links include 'Select Term', 'Look Up Classes', 'Week at a Glance', 'Detailed Schedule', 'Registration Status', 'Update Student Term Data', 'Active Registration', 'Registration History', 'Concise Student Schedule', and 'Schedule and Account Information'. At the bottom, there is a 'RELEASE: 8.7' notice and a copyright notice for '© 2016 Ellucian Company L.P. and its affiliates.'

Personal Information **Student Services** Financial Aid

Search Go

Registration

[Select Term](#)
Select the term you want to register or see information for

[Add or Drop Classes](#)
Use this screen to add or drop classes for the selected term

[Look Up Classes](#)
Search for available classes

[Week at a Glance](#)
Your schedule by day and time

[Detailed Schedule](#)
Display the courses you are enrolled in

[Registration Status](#)
Displays various items which may affect your registration

[Update Student Term Data](#)
Update changes in Educational Goal, Employment Hours, or Major

[Active Registration](#)
Classes not officially considered complete for transcript purposes

[Registration History](#)
Displays active as well as completed registrations

[Concise Student Schedule](#)
Classes for which you are registered for the term

[Schedule and Account Information](#)
View and print a detailed schedule and bill

[Access Online Courses & Services](#)
Access Barstow College's online courses

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ADD/DROP CLASSES SCREEN

Select "Class Search" to search for the CRN and course information

Once you've entered the CRN for the course(s) you wish to add, click Submit Changes

Add/Drop Classes:

Summer 2016
Jun 08, 2016 09:51 am

When you finish adding or dropping a class, be sure to return to the REGISTRATION page, select "Registration Fee Assessment", assess your fees and then select the credit payment option to pay for your fees

Use this screen to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the 'Current Schedule' section. Additional classes may be added in the 'Add Classes Worksheet'.

To add a class enter the 5-digit Course Reference Number (CRN) in the 'Add Classes Worksheet'. Classes may be dropped by using the options available in the "Action" field. If no options are listed in the Action field then the class may not be dropped.

If you are unsure of which classes to add, click Class Search to review the class schedule.

When add/drops are complete click "Submit Changes".

Information about Wait Lists - If you choose a "CLOSED" class, an error message will show on the screen after you submit the add. Go to "ACTION" field after you read the error message. Use the drop down menu to select "WAIT LIST" and then submit your change.

When the process completes, a message will show on the screen informing you that you have been placed on the "Wait List" for that class. You will be moved from the waitlist to the class roster automatically should a seat become available. Students will be added to the class roster based on the priority they were added to the waitlist. If you are added to the class roster Admissions and Records will notify you. If seats do not become available before the start of class you will need to contact the instructor for permission to enroll.

When you have finished adding or dropping classes, click the "Submit Changes" button in the Services Menu, or

WARNING: If you are in an overpayment status

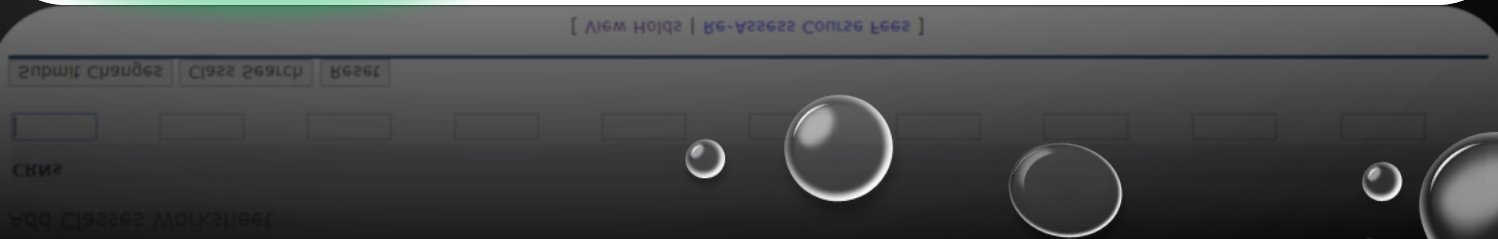
****This is the ONLY screen you can add or drop your courses****

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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[View Holds | Re-Assess Course Fees]



CURRENT SCHEDULE

****Web Registered**** indicates you are officially registered in the course

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Web Registered on May 09, 2016	None ▾	80131	POLI	1	0	Undergraduate	3.000	Normal		Am Political Instit
Web Registered on May 09, 2016	None ▾	80191	BIOL	2	0	Undergraduate	4.000	Normal		Concepts In Biology
Web Registered on May 09, 2016	None ▾	80211	ENGL	1C	0	Undergraduate	3.000	Normal		Critical Thinking & Comp
Web Registered on May 09, 2016	None ▾	80188	HUMA	1	0	Undergraduate	3.000	Normal		Humanities Through The Arts

Total Credit Hours: 13.000

Billing Hours: 13.000

Minimum Hours: 0.000

Maximum Hours: 13.000

Date: Jun 08, 2016 10:19 am

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Maximum Hours: 13.000

Minimum Hours: 0.000