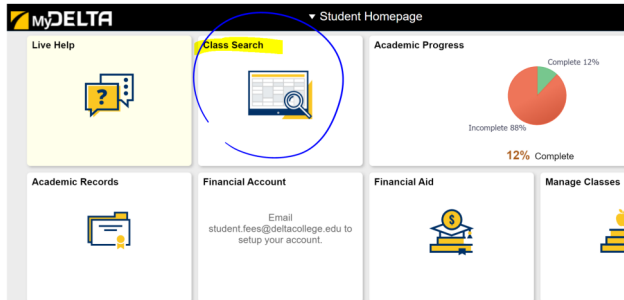


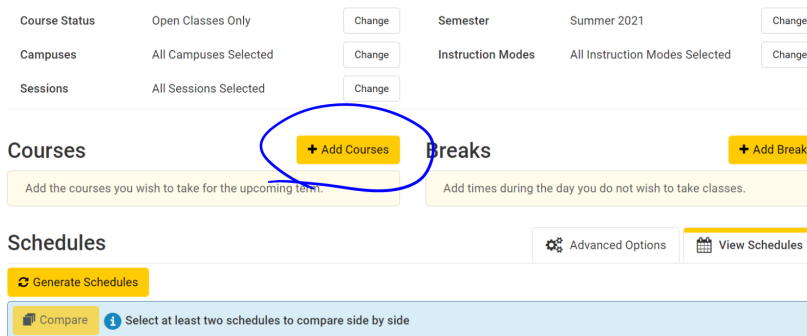
How to Enroll in Dual Enrollment Courses

Using *Class Search*

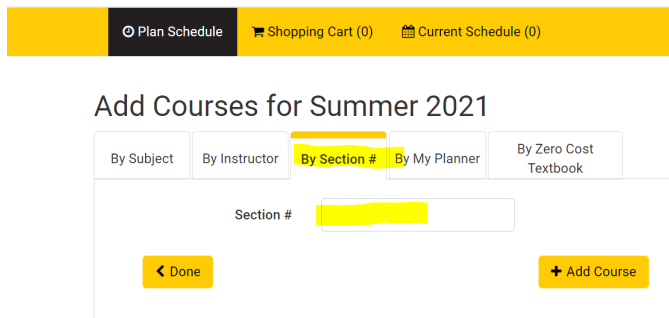
1. Log into [MyDelta Portal](#)
2. Click on **Class Search**



3. Click on **Open Class Search**
4. Select **the semester** you are registering for and click on **Save and Continue**.
5. Under Select Campus, leave them all checked and click on **Save and Continue**.
6. Click on **Add Courses**.



7. Click on the **“By Section”** tab.



- ⇒ Enter the class code and click on **Add course**.
- If you need to add a second course, enter another section # and click on Add Course, again.*
- ⇒ Click on **Done** when you’ve added all your courses.

8. Once you've added all your courses, click on **Generate Schedules**.

Courses + Add Courses

Select All ✕

COM ST 1A
Public Speaking Options ⓘ 🔒 ✕

Has Reserve Caps

Schedules

Generate Schedules

9. Click on the **View** link to the left of the course (bottom of page).

Schedules ⚙️

Generate Schedules Shuffle

Generated 1 Schedule

Compare Select at least two schedules to compare side by side

View 1 🔍 ☐ 1A-COM ST-101

10. Click on **Send to Shopping Cart**.

Send to Shopping Cart ♥️ ✕ Shuffle

You are viewing a potential schedule only and you must still register. ✕

| Status | Section # | Subject | Number | Format | Instructor | Day(s) & Location(s) | Campus | Seats Open | Units |
|--|-----------|---------|--------|--------|----------------------|------------------------|--------|------------|-------|
| ✔️ ⓘ 🔒 Not Enrolled Has Reserve Caps | 50710 | COM ST | 1A | ILE | Tyffani Upton Benton | Millennium High School | Online | 34 | 3 |
| | | | | | | | | | 3 |

11. Click on **Register** and then on **OK** to confirm.

Shopping Cart for Summer 2021 ✉️ Validate ✓ Edit Cart 🖨️ Register

| Section # | Subject | Number | Format | Day(s) & Location(s) | Campus | Seats Open | Units |
|---|---------|--------|--------|----------------------|------------------------|------------|-------|
| ✔️ ⓘ Has Reserve Caps | 50710 | COM ST | 1A | ILE | Millennium High School | Online | 34 |
| | | | | | | | 3 |

12. You are now enrolled!

My Current Schedule for Summer 2021 ✉️ Swap Edit or Drop Classes 🖨️

| Section # | Status | Subject | Number | Format | Instructor | Day(s) & Location(s) | Units | Campus |
|---|----------|---------|--------|--------|----------------------|------------------------|-------|--------|
| ✔️ ⓘ Has Reserve Caps | Enrolled | COM ST | 1A | ILE | Tyffani Upton Benton | Millennium High School | 3 | Online |
| | | | | | | | 3 | |

Prefer a video tutorial? [View](#) (2 mins)

Questions or Help? dualenrollment@deltacollege.edu