

Student: How to Enroll in Classes

1. Start by opening your **Student Homepage** from ctLink.

Tiles Home Sign Out

ctcLink My Institution View Welcome Titan One!

TACOMA COMMUNITY COLLEGE

ctcLink GATEWAY

Canvas

Student Homepage

Your Gateway to ctLink

Welcome!

You have arrived at the ctLink Gateway for Washington's community and technical colleges. The links at the left should get you everywhere you need to go in ctLink for your student, faculty or staff online work. Some of you will have links to applications across the top of the page as well.

Your ID is what drives access to all of these links and you will have this same ID forever. Whether you attend more than one Washington community college at a time, work at one or more throughout your career, or even if you go from student to employee or from employee to student, your user ID will never change.

How do I...?

If you need to know how to use some of the ctLink tools, check out the [ctcLink Training website](#). There you'll find Quick Reference Guides (QRG) and training exercises to get you on your way. More content will be added to the training website as materials are developed.

2. Then select the **Manage Classes** tile.

Message Center

Tasks 3 Holds

Academic Progress

Manage Classes

Financial Account

Academic Records

Financial Aid

Profile 201272470

Additional Resources

Immunization Attestation

Admissions

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3. Select **Class Search and Enroll**, then make sure you have the current quarter selected for TCC. You may need to scroll down just a bit.

View My Classes	SPRING 2022 Spokane Falls Community College
View My Exam Schedule	SPRING 2022 Bates Technical College
Enrollment Dates	SPRING 2022 Cascadia College
Class Search and Enroll	SPRING 2022 Tacoma Community College
Enroll by My Requirements	SPRING 2022 Yakima Valley College
Shopping Cart	
Drop Classes	

4. Input the specific class number if you have it, or you can search the course name as well if you don't have the class number, this will just pull up more options.

Search For Classes

Additional ways to search

- ▶ Favorites
- ▼ Recently Viewed
 - PE 100**
Total Fitness
1 option available for Class Number 30200

5. Locate the class you wish to enroll in, and click on the space next to the class. If you click on the course blue writing directly it will show you a course description. Repeat this process on the next screen after this.

PE 100

Total Fitness

1 Option Available for Class Number 30200

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Option	Status	Session	Class
1	Open	Regular Academic Session	LEC - Section 01 - Class Nbr 30200

6. You will then want to confirm once more that the class information is correct, then click next in the upper right-hand corner.

SPRING 2022
Undergraduate
Tacoma Community College

1 Review Class Selection
Visited

2 Review Class Preferences
Not Started

3 Review and Submit
Not Started

Step 1 of 3: Review Class Selection

You have selected
PE 100 Total Fitness
Option Status: Open

Class	Session	Meeting Dates	Days and Times	Seats
LEC - Section 01 - Class Nbr 30200	Regular Academic Session	03/28/2022 - 06/10/2022	Monday Wednesday Friday 10:30AM to 11:20AM	Open Seats 7 of 30

Next >

7. You will then be taken to a screen where you are asked to accept enrolling in the class. Check enroll if you wish to enroll in the class now, check add to shopping cart if you wish to enroll in all your classes at the same time. Then click **Accept**.

SPRING 2022
Undergraduate
Tacoma Community College

1 Review Class Selection
Complete

2 Review Class Preferences
In Progress

3 Review and Submit
Not Started

Step 2 of 3: Review Class Preferences

PE 100 Total Fitness
LEC - Section 01 - Class Nbr 30200 - Open

Do you wish to enroll or add the class to your Shopping Cart?

Enroll
 Add to Shopping Cart

Accept