How to Register for Classes

Step 1: Access your web browser and log on to your UCDAccess student portal. Log in with your username and password. If you don't know or forgot your username/password, click on the "Forgot your password?" link below the username and password boxes.

Step2: Click on Register for Classes (add/drop).

Step 3: Click on "Add Classes"

Note: There are four steps to completing registration.

Step 4: Select the semester you would like to register for. Use the scroll bar on the right to see semester options.

Step 5: Verify your address, phone number, and emergency contacts, then click "Continue".

Step 6: Carefully review and then accept the "Tuition and Fee Agreement Disclosure". Use the scroll bar on the right to read through the entire document.
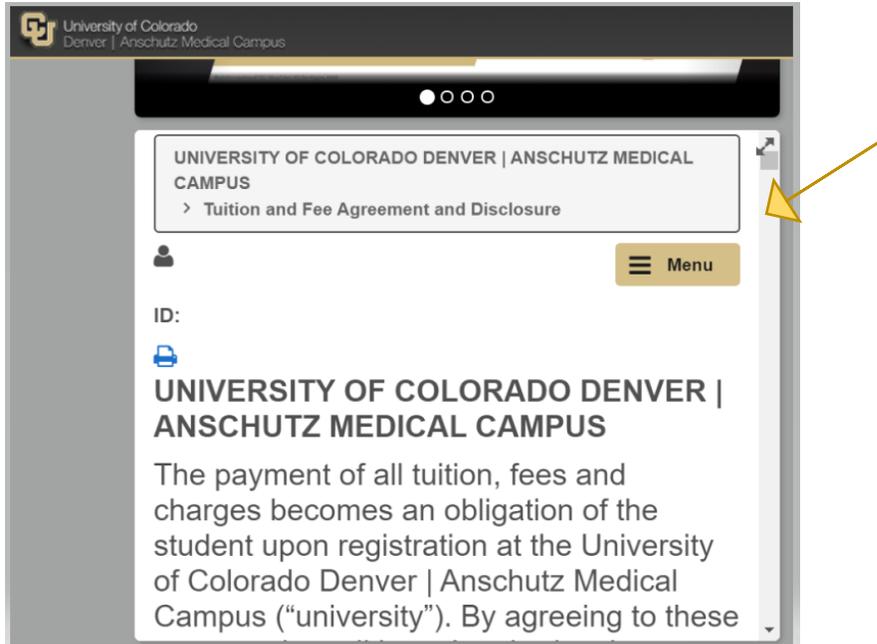
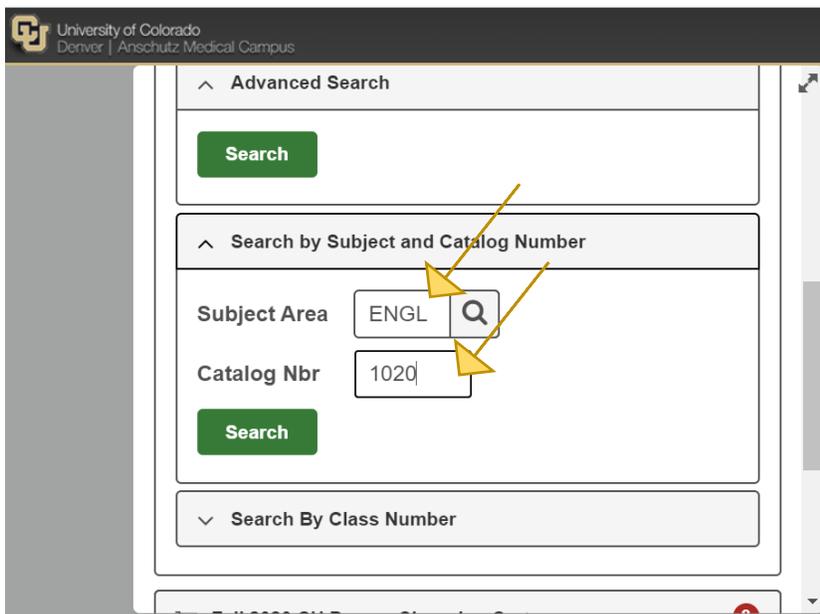Step 7: Find your classes by clicking on "Search by Subject and Catalog Number" and entering the "Subject Area" and "Catalog Number" for the course. Or, click the magnifying glass in the "Subject Area" to search the comprehensive list of course options.

Step 8: Click on the course name.

Step 9: Use the scroll bar to see all course sections. Click on the arrow next to course name to get details including days and times.

10. Select the class section you want. Click "Next". Then hit "Add Selected Classes".
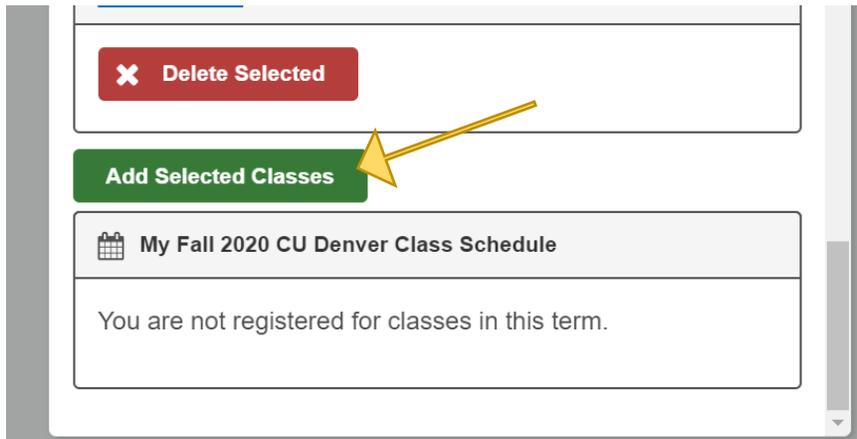
Step 11: Be sure to complete steps one through four before you log out.
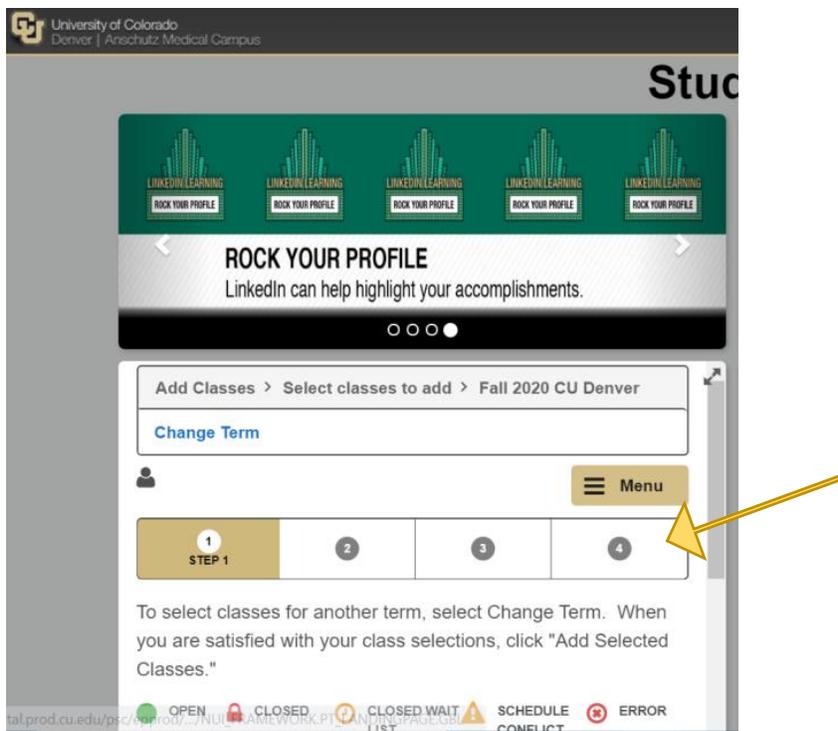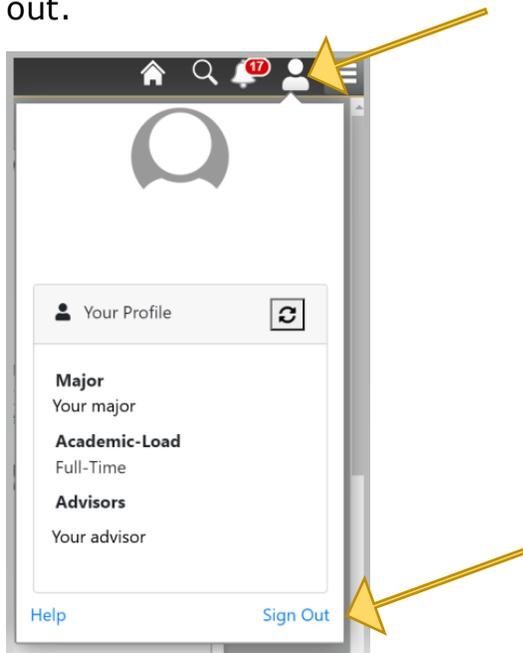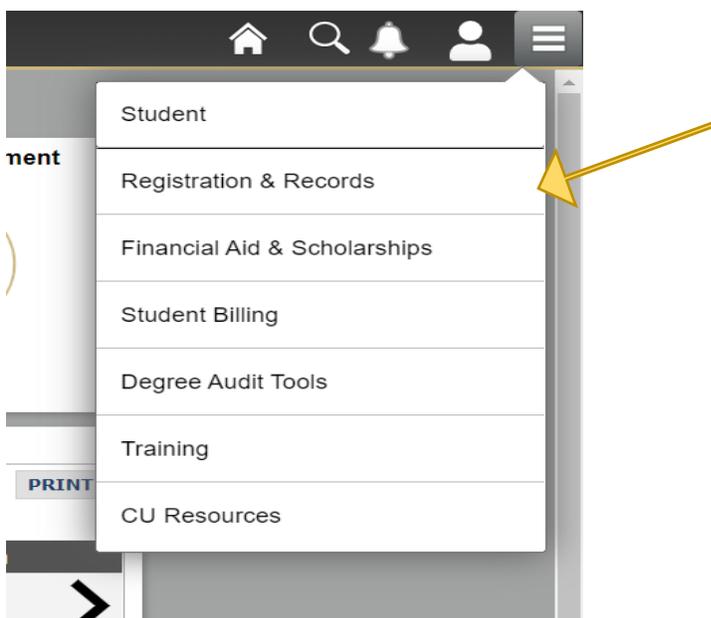
Step 12: Go to your profile at the top right hand corner of the screen to sign out.
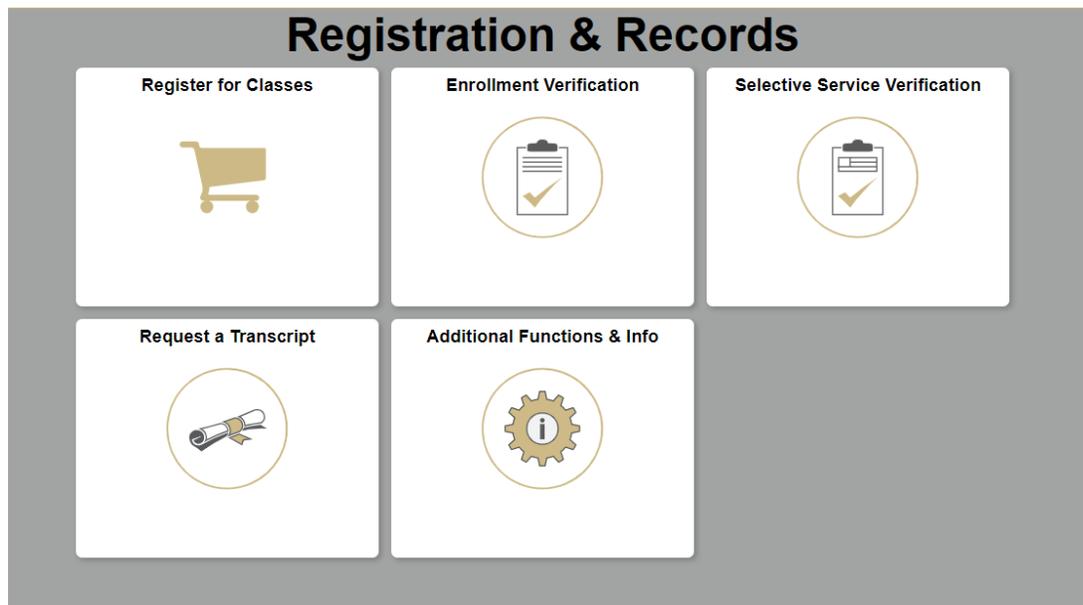

ALTERNATIVE OPTION:

Step 1: Log on to your UCDAccess student portal.

Step 2: Open the "Menu" in the top right and click on "Registration and Records".

Step 3: Click on "Register for Classes".

Continue with Steps 4-12 above.