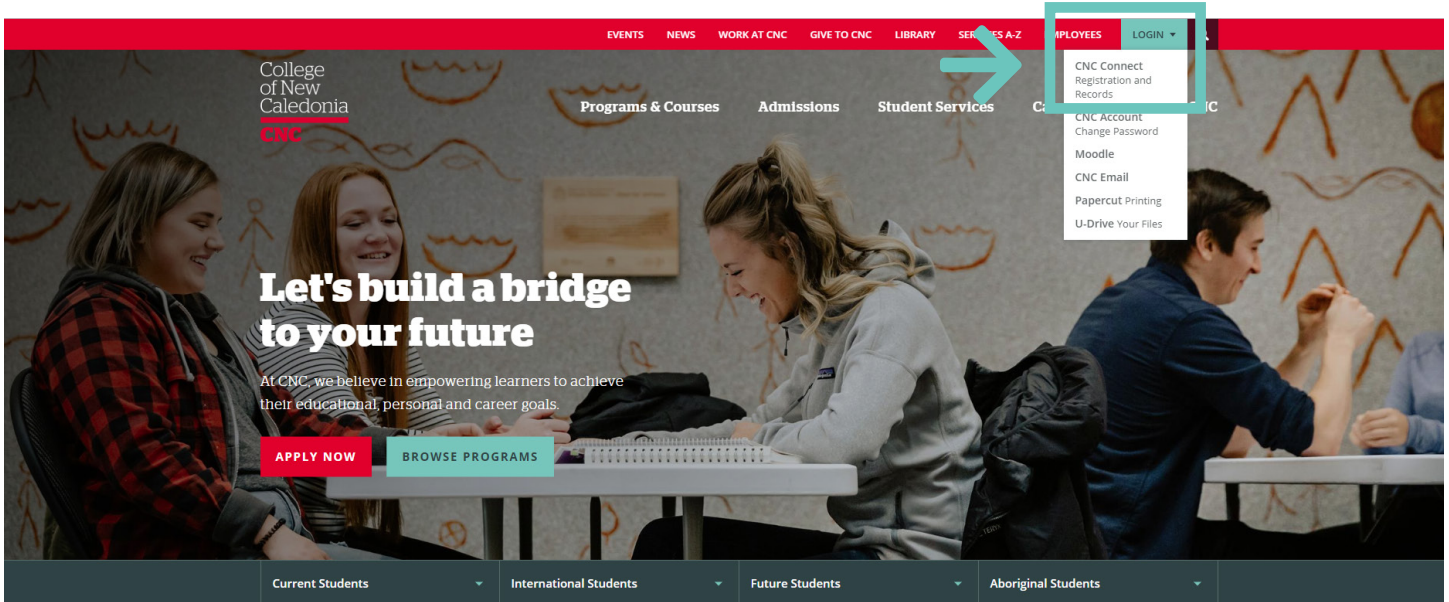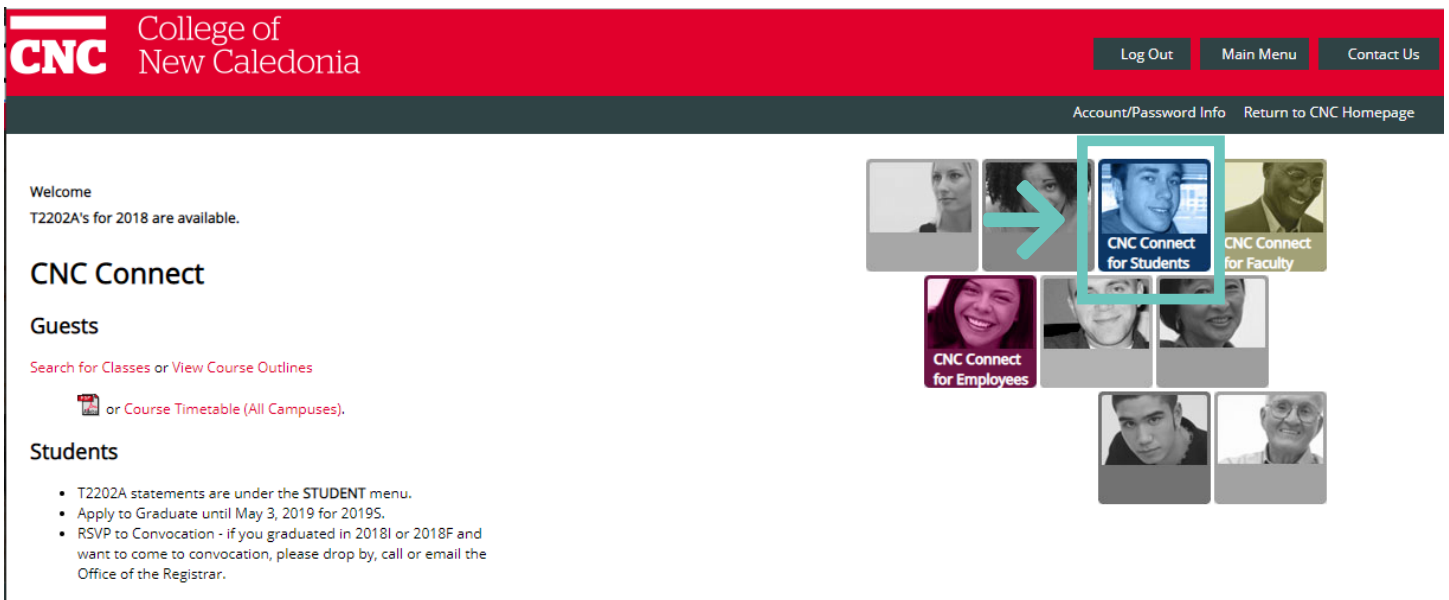# How to search/register for courses on CNC Connect

1. Go to cnc.bc.ca, hover over Login and select CNC Connect

2. Sign into your CNC Connect account and select "CNC Connect for Students"

3. Select "Register for Classes"

4. Select "Search and register for sections"

Register for Classes

Please choose which type of registration you would like to use:
Search and register for sections
Use this option if you would like to look for sections, add them to your preferred list of sections and then register for them.

Express registration
Use this option if you know the exact subject, course number, and section (or synonym) of the sections for which you wish to add to your preferred list and then register. (Example: MATH*100*01 or Synonym 42765).

5. For a list of all courses offered, enter the term and campus location.

Term   2019 Intersession ▾

Starting On/After Date   Ending By Date

Subject	Course Level	Course Number	Section
▾	▾		
▾	▾		
▾	▾		
▾	▾		
▾	▾		

Sections Meeting After ▾   Sections Ending Before ▾

Mon ☐   Tue ☐   Wed ☐   Thu ☐   Fri ☐   Sat ☐   Sunday ☐

Course Types

▾
▾
▾

Course Title Keyword(s)

Location   Prince George ▾   Aca

Instructor's Last Name

6. For a list of specific courses, enter the term and campus location. For NURS, HR, PDIT, or THMG also enter "Course Types".

Term   2019 Intersession ▾

Starting On/After Date   Ending By Date

Subject	Course Level	Course Number	Section
Human Resources ▾	▾		
▾	▾		
▾	▾		
▾	▾		

Sections Meeting After ▾   Sections Ending Before ▾

Mon ☐   Tue ☐   Wed ☐   Thu ☐   Fri ☐   Sat ☐   Sunday ☐

Course Types

▾
▾
▾

Course Title Keyword(s)

Location   Prince George ▾   Aca

Instructor's Last Name

7. When reviewing the schedule. look at the status of the course.

Class Selection Results

Co-requisite classes that do not meet your selection criteria may be displayed. **Options:**

- Click 'Narrow My Search' and click SUBMIT (bottom of page) to refine your current search criteria
- Re-sort the current classes selected, by selecting a different sort from the 'Re-sort my results' drop-down menu and click SUBMIT
- Click the classes that you wish to add to your perfered list and click SUBMIT
- Use your browsers back button to return to the search criteria form to do a new search.

Narrow my search ☐

Re-sort my results | TERM Term, Section Name ▾

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
☐	2019 Intersession	Open	BIO-( ) Basic Microbiology	Prince George	2019/05/06-2019/08/09 Lecture Wednesday, Friday 09:30AM - 10:55AM, Room to be Announced (more)...	To be Announced	14 / 16 / 0	3.00	
☐	2019 Intersession	Open	BIO-120 01 (55548) Basic Microbiology	Prince George	2019/05/06-2019/08/09 Laboratory Thursday 01:00PM - 01:55PM, Room to be Announced (more)...	To be Announced	14 / 16 / 0	0.00	
☐	2019 Intersession	Open	BIO-111-CI001 (55549) Human Anatomy & Physiology I	Prince George	2019/05/06-2019/08/09 Lecture Tuesday, Thursday 09:30AM - 10:55AM, Room to be Announced (more)...	To be Announced	18 / 20 / 0	3.00	
☐	2019 Intersession	Open	BIO-111L-LI001 (55550) Human Anatomy & Physiology I	Prince George	2019/05/06-2019/08/09 Laboratory Wednesday 12:30PM - 03:25PM, Room to be Announced (more)...	To be Announced	18 / 20 / 0	0.00	
☐	2019 Intersession	Open	BIO-112-CI001 (55551) Human Anatomy & Physiology II	Prince George	2019/05/06-2019/08/09 Lecture Tuesday, Thursday 08:00AM - 09:25AM, Room to be Announced (more)...	To be Announced	20 / 20 / 0	3.00	
☐	2019 Intersession	Open	BIO-112L-LI001 (55552) Human Anatomy & Physiology II	Prince George	2019/05/06-2019/08/07 Laboratory Wednesday 08:00AM - 10:55AM, Room to be Announced	To be Announced	20 / 20 / 0	0.00	
☐	2019 Intersession	Open	BIO-130-CI001 (55553) Anatomy & Physiology for PN	Prince George	2019/05/06-2019/08/09 Lecture Tuesday 01:00PM - 03:55PM, Room to be Announced (more)...	To be Announced	20 / 20 / 0	3.00	

[SUBMIT]

8. You can register for open sections. Waitlisted sections will put you on the waitlist. Closed sections are not available.

Class Selection Results

Co-requisite classes that do not meet your selection criteria may be displayed. **Options:**

- Click 'Narrow My Search' and click SUBMIT (bottom of page) to refine your current search criteria
- Re-sort the current classes selected, by selecting a different sort from the 'Re-sort my results' drop-down menu and click SUBMIT
- Click the classes that you wish to add to your perfered list and click SUBMIT
- Use your browsers back button to return to the search criteria form to do a new search.

Narrow my search ☐

Re-sort my results | TERM Term, Section Name ▾

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
☐	2019 Spring	Waitlist Closed	ENGL-1 Composition & Style	Prince George	2019/01/07-2019/04/12 Lecture Monday 12:00PM - 12:55PM, Prince George Main Building, Room 2-110 (more)...	D. Schreiner	0 / 21 / 0	3.00	
☐	2019 Spring	Open	ENGL-103-C (53139) Composition & Style	Prince George	2019/01/07-2019/04/12 Lecture Monday, Wednesday, Thursday 05:00PM - 05:55PM, Prince George Main Building, Room 2-110 (more)...	M. Partyka	2 / 20 / 0	3.00	
☐	2019 Spring	Waitlist Closed	ENGL-103-CI003 (53141) Composition & Style	Prince George	2019/01/07-2019/04/12 Lecture Monday 12:00PM - 12:55PM, Prince George Main Building, Room 1-310A (more)...	M. Partyka	0 / 20 / 0	3.00	

Add/drop classes online through CNC Connect

1. Select "Register and Drop Sections"

Registration

Search for Classes
Register and Drop Sections
Section Waitlists
Register for Classes

For your privacy and security remember to log out of CNC Connect and to close your web browser when finished.

2. Click the **checkbox** next to each class that you wish to add to your preferred list of classes and click "Submit"

3. The Add/Drop Sections screen will be displayed allowing you to register/waitlist/drop from your preferred list of classes AND/OR to maintain previously registered classes.

- To **Add** a class, under the **Action** title, select **Register** from the drop down menu. Once you have selected all the classes, click **SUBMIT**. Ensure that the selected classes do not have time conflicts prior to selection

- To **Drop** a class from a previous registration, click the **box next to the class** that you want to drop and click **SUBMIT** OR from the **Students Menu**, under the **Registration** heading, select **Drop Classes** and follow the above instructions

- To **Waitlist** for a class, under the **Action** title select **Waitlist** from the drop down menu and click **SUBMIT**

4. To **Switch** courses during the **add/drop** period without financial penalty, please complete the following steps in order.

- First, search the **course name** and **number** that you would like to add under the "Register for Classes" tab – remember to select the appropriate campus and check the status of the class

- Click the checkbox next to the class that you wish to add to your preferred list of classes and click **SUBMIT**

- You will now be taken to the "Register and Drop Sections" screen. In the same screen, select **Register** from the drop down menu for the class you would like to add

- Without submitting yet, select the course you would like to drop by clicking the checkbox beside the class under "current registrations".

- After you have selected both **Register** beside the course you would like to add **AND** clicked the **checkbox** beside the course you would like to drop, click **SUBMIT**. Simultaneously performing this action will allow you to switch classes without financial penalty up until the **add/drop** period.