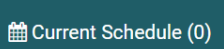


Adding a Course with an Add Code in Registration Planner

1. Go to the MyVCCCD student portal and drop the waitlisted class in Registration Planner.
 - Click on Current Schedule and select “Edit or Drop Classes”
 - On the Registration Status of the class, select “Drop Before Class Begins” and Save.

Course	Class Settings	Registration Status	Day(s) & Location(s)	Dates
AC-R010		Wait Listed	M 6:30pm - 9:50pm - Oxnard College 2-OE 9	08/29/2022 - 12/12/2022

NOTE: Start on step 2 if you are not waitlisted in the class.

2. Click on 
 - Enter the CRN of the class and click on register.

You haven't registered for any Spring 2022 classes yet.
Start Building a Schedule Now

Find courses you wish to take for the upcoming term and block out times you don't want classes.

[Build Current Schedule](#)

OR

[Register](#)

Add *, comma for multiple adds (e.g., 1234, 1200).

- Click on Continue to confirm you would like to register

Please Confirm

Confirm that you want to register this schedule by clicking "Continue" below.

[Cancel](#) [Continue](#)

3. **Enter the Add Authorization Code and click “OK”.**


Registration Results

In order to register for the following courses you must enter an add authorization code. Contact your instructor if you do not have an add code.

Enter the add authorization code for the following courses.

FTVE-R107, 0, Lawson, Anitra Nicole

453057

 You are not registered for the following courses.


FTVE-R107, 33053, Lawson, Anitra Nicole

- CRN 33053: Authorization code required
- Authorization required: Closed Section
- See instructor for add code

OK

4. **You will be prompted with a successful registration message if you are registered for the class. Click Ok.**

Registration Results

 You have been successfully registered for the following courses.

FTVE-R107, 33053, Lawson, Anitra Nicole

OK

5. Click on **\$\$ Payment Options** to pay for the course. *All fees are due at the time of registration.*