## Add a Course Your Course Schedule

Step 1: Go to my.sc.edu. Choose the campus that you attend.Step 2: Log in with your username and password.

my. <b>sc</b> .edu	Self Service Student/Authorized Users Faculty/Staff Alumni
JNKS	Welcome to your new Self Service experience!
tudent Email	While much of Self Service Carolina's layout and content has remained the same, aspects of the user experience will be much different. Most significantly, we have launched new Self Service landing pages which are specific to each USC campus.
Course Schedule Search	This change will allow each campus to tailor certain content, transactions, and resources to their students, facuity, and advisors. During this transition, we hope to minimize navigation confusion by prominently placit these weblinks below on my sc. edu.
UPPORT	Before logging into the new campus pages, we encourage students, faculty, and advisors to:
lanage My Account oIT Service Desk	<ol> <li>Clear their cache following the instructions here: clear your cache</li> <li>Establish a new bookmark specific to their new Self Service web address.</li> </ol>
AMPUS LINKS	Flagship Campus
SC Aiken	Columbia
C Beaufort	
iC Columbia	Comprehensive Campuses
C Lancaster	Allen Stop 1: Soloct your comput
C Salkehatchie	Beaufort Step 1.Select your campus
C Unice	(have
C Upstate	Palmetto College Campuses
	Lancaster
	Saikehatche
	Sumter
	Union
	We value your feedback, so please feel free to share your thoughts or any concerns you might have as you navigate the new pages.
	Your input is crucial in helping us create the best possible experience for you. Please direct your user experience feedback to: SSCHELP@sc edu
	For technical support about Self Service Carolina, contact the USC Service Desk at 803-777-1800, or access the Self-Service Portal at https://scprod.service-now.com/sp.

South Carolina	
	USC Central Authentication Service (CAS) Notice On February 11, 2024, the University of South Carolina will launch a new Self Service Carolina for students, teaching faculty, and advisors. The new login page can be found at my.sc.edu. Before logging into your new campus page: 1. Clear the browser cache following the instructions here. 2. Follow my.sc.edu and establish a new bookmark. Your existing bookmarks may not work correctly.
Step 2: Log in to Self Service	
	If you receive an ACCESS DENIED message, please visit myaccount.sc.edu and click the Account Settings field to setup multifactor authentication. For security reasons, please log out and exit your web browser when you are finished accessing services that require authentication.
	If you have signed up for multifactor authentication under myaccount.sc.edu, use one of the

## Step 3: Click on "*Student*" to view your account options. Step 4: Click "*Registration*".

	Welcome		to S	Self Service Beau	fort			
	Personal Information	Admissions	Student	Account Information	Financial Aid			
	Update student biographical, emergency contact, address and phone information.	View additional links related to the enrollment process.	view ) supprofile. Departe foi registration. Add/drop classes. View academic records. Access community education modules.	<ul> <li>View your account summaries, statement\payment history and tax information.</li> </ul>	View financial aid status and eligibility; view outstanding requirements; accept award offers; access other helpful financial aid websites			
	© University of South Carolina 20	24						
				<b>C</b>				
elcome,		, to S	elf Service Beau	ifort				
Personal Information	Admissions	Student	Account Information	Financial Aid				
UDENI								
Studen	t Profile	Advisement Plann	ing	Registration		▶ Grades		
View your personal information, advisor (if assigned).	current curriculum, holds and Prep Degr	are for advisement and registration: Lit eeWorks, Schedule Planner.	ie Scholarship GPA, Browse clas the appropria	ses, register for classes, view shopping ate term before registering.	cart. Select View grades, course gra transcript.	de forgiveness information,		
► Grad	duation	► Transcripts/Records R	equests 🕨	Additional Student Resource	s 🕨 Housin	g & Student Conduct		
	a analization plana antiaut. Dan	uest official transcripts, enrollment or de	egree verification, Additional St	tudent Resources	University Housing Infor	University Housing Information		

## Step 5: Click "*Register for Classes*" in order to view and make changes to your schedule.

University of South Carolina 2024



Step 6: Select the appropriate term you would like to manage from the drop down menu.



Step 7: Select "Find Classes"

Enter the appropriate search criteria –Campus, Subject, Course Number

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	* 🗵
Home • Student • Registration	
Register for Classes	
Find Classes       Enter CRNs       Shopping Carl       Schedule and Options         Enter Your Search Criteria       •         Term: Fall 2019       • Campus       • USC Beaufort         • Subject       • ENGL - English         Course Number       •         Search       Clear	

## Step 8: Identify the correct course to add. Select "Add"

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← → C 🔒 https://banner.onecarolina.sc.edu/StudentRegistrationSsb/ssb/classRegistration/classRegistration													
Home • Student • Registration													
Register for Classes													
Find Classes	Ente	CRNs	Shopping Cart	Schedu	ule and Options								
Search Results 45 Classes Term: Fail 2019 * Campus: USC Beaufort * Subject: ENGL - English											Again		
25983 E	в	001	Victorian Literature	3	Hoffer, Lauren (	S M T W T F S 10:45 AM - 01:15 F S M T W T F S 10:50 AM - 12:05 F 4 of 14 se			20	Add	-	•	
25986 E	в	001	The American Nov	3	Barnes. Mollie (	SMTWTFS 12:00 PM - 01:15 F SMTWTFS 01:30 PM - 04:00 F 10 of 20 s			20	Add	>	l	
25991 E	в	001	Literature for Youn	3		SMTWTFS 04:15 PM - 06:45 F SMTWTFS 04:30 PM - 05:45 F 8 of 20 se			20	Add			
25992 E	в	001	Development of th	3	Swofford, Sara	S M T W T F S 03:05 PM - 04:20 F S M T W T F S 04:15 PM - 06:45 F 11 of 20 s			20	Add			
25993 E	в	001	Writing in the Heal	3	Leaphart, Amy	S M T W T F S 01:30 PM - 04:00 F S M T W T F S 01:40 PM - 02:55 F 8 of 25 se			20	Add			

The course will be added to the schedule summary in the bottom right of the screen as "**PENDING**". The class is not added, you need to select "**SUBMIT**" to finalize the course addition.

iii Summary							Turu	manu rees
Title	Details	Houi	CRN	Instructional Method	Status	Action		Schedule
nternational Business	BADM B38	3	57124	Blended/Hybrid	Pending	Web Registered	Ψ.	Lecture
Composition and Lit	ENGL B10	3	55569	100% Web Asy	Registered	None		Lecture
Computer Informati	MGSC B2	3	56553	Face-to-Face I	Registered	None	*	Lecture
uman Anatomy an	BIOL B244	4	54964	Face-to-Face I	Registered	None	*	Lecture / L

If the course is added successfully, you will see at the top **"Saved Successfully**" and will update in the summary as **"Registered"**. The course will not be added if you receive an error code as illustrated below.

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$\leftarrow \rightarrow$	C	🗎 http	ps://bar	nner.onecarolina.sc.ed	u/Stud	entRegistrationSsb/	'ssb/classRegistration/	classRegistratic	n				☆ <mark>メ</mark>	A :
= 🍰														
<u>Home</u>	• <u>St</u>	uden	t • I	Registration						Save Success	ful			
Regist	Register for Classes													
Find Cla	sses	Enter	r CRNs	Shopping Cart	Sched	ule and Options								
Search Term: Fa	Resul	ts — 45 * Car	i Classe npus: U	s SC Beaufort * Subject	: ENGL	- English							Search /	Again
25983	E	В	001	Victorian Literature	3	Hoffer, Lauren (	SMTWTFS 10 SMTWTFS 10	0:45 AM - 01:15 F 0:50 AM - 12:05 F	4 of 14 se			20	Add	-
25986	E	в	001	The American Nov	3	Barnes, Mollie (	SMTWTFS 12 SMTWTFS 01	2:00 PM - 01:15 F 1:30 PM - 04:00 F	10 of 20 s			20	Add	
25991	E	в	001	Literature for Youn	3		SMTWTFS04	4:15 PM - 06:45 F 4:30 PM - 05:45 F	8 of 20 se			20	Add	
25992	E	В	001	Development of th	3	Swofford, Sara	SMTWTFS03	8:05 PM - 04:20 F 4:15 PM - 06:45 F	11 of 20 s			20	Add	
25993	E	в	001	Writing in the Heal	3	Leaphart, Amy	SMTWTFS 01 SMTWTFS 01	1:30 PM - 04:00 F 1:40 PM - 02:55 F	8 of 25 se			20	Add	-
Schodu		II Sch	odulo Do	taile			<b></b>	• • •						
Class Sche	dule for	Fall 201	19 Aonday	Tuesday Wedn	esdav	Thursday Frid	av Saturday	Title	De	tails Hou CRN	Schedule	Status	Action	4

Class Sch	edule for Fal	II 2019							Title	Details	Hou	CRN	Schedule	Status	Action	
- April	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	^	Literature for Young	ENGL B43	3	25991	Lecture	Registered	None	
3pm		Poetry	Devel     of the     English	Poetry	O Develo of the English				Development of the	ENGL B45	3	25992	Lecture	Registered	None	
4pm		Poet: Workshu	Literature for Your Viterature	Workshop	Development				Honors Reading for	ENGL B49	3	30313	Lecture	Registered	None	
5pm			Adults for Young Adults		Languator Young Adults				Poetry Workshop	ENGL B46	3	25994	Lecture	Registered	None	
6pm									Victorian Literature	ENGL B41	3	25983	Lecture	Registered	None	
7pm								Ţ	Writing Center Pract Total Hours   Registered:	ENGL B21 16   Billing: 16   Cl	1 EU: 0   1	25975 Min: 0   Max:	Lecture 18	Registered	None	*
Panels	•														Su	ıbmit

I Summary													
Title	Details	Hours	CRN	Schedule Typ	Status	Action	☆-						
Community Psychology	PSYC B415, PW2	3	26884	Lecture	Errors Preventing Regist	Remove	•						
Life Span Developmental Psyc	PSYC B321, PW2	3	26880	Lecture	Errors Preventing Regist	Remove	•						
RAD Self-Defense for Women	PEDU B101, B82	1	29065	Studio / PE	Registered	None	•						
Human Services: An Introduction	HMSV B190, PW2	3	26891	Lecture	Errors Preventing Regist	Remove	•						