How To Register Using the Ellucian Education Plan

1. Using Internet Explorer Login: https://colss-prod.cloud.rscsd.edu/Student/Account/Login
2. Sign in using your WebAdvisor ID and password
3. Click on “Student Planning”
4. Click on “Plan your Degree & Register for Classes”
5. Type in the course you want to enroll in under “Search for courses” bar. (Example: MUS 101)

6. The course that you are searching for will appear. On the left hand side, click on **Santa Ana College** for “Locations” and under “Terms” select **Fall 2018**.

7. Click on “View Available Sections for MUS 101”. This will show you all the course offerings for this term. Select the course that has available seats. When you find a course, click on “Add Section to Schedule”.

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[Image of a screenshot showing the search for courses and the option to view available sections for a course.]

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[Diagram showing a user interface with options to search for courses, view locations, and select terms.]
8. A “Section Details” prompt will appear, click “Add Section”.

9. Go to the “Student Planning” Tab. Select “Plan and Schedule”

10. Click on the arrow to find Fall 2018.
11. Under the Fall 2018 Calendar, you will see the course you selected mapped out in “YELLOW” with the days and times the class meets.

To register for the course, click “Register”.

12. Once you are registered in the class, the class block will be “GREEN”.

13. You will do this process for all the other courses you want to enroll in. If a class shows up on your calendar in “RED” that class is closed and you cannot enroll in that class.