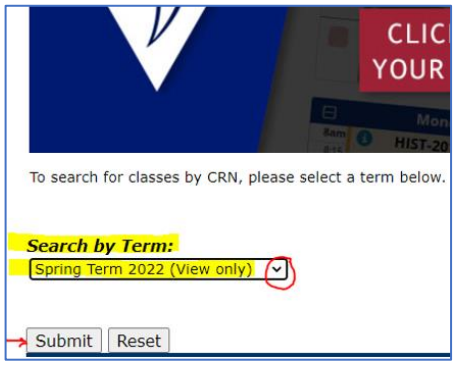
How to register using “Look Up Classes”

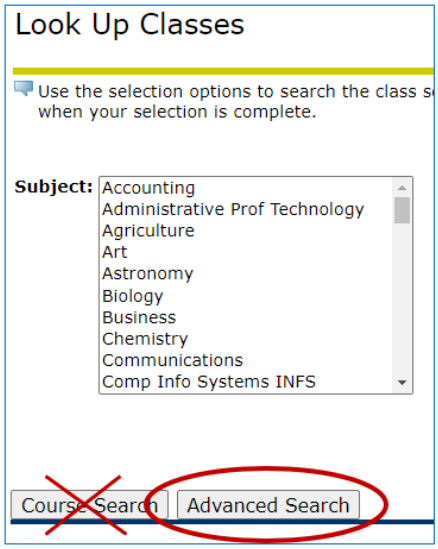
1. Login to your **My Vol state** portal (https://myapps.classlink.com/home)
2. Click the **Advising and Registration** icon

3. Login to the **Look Up Classes** icon

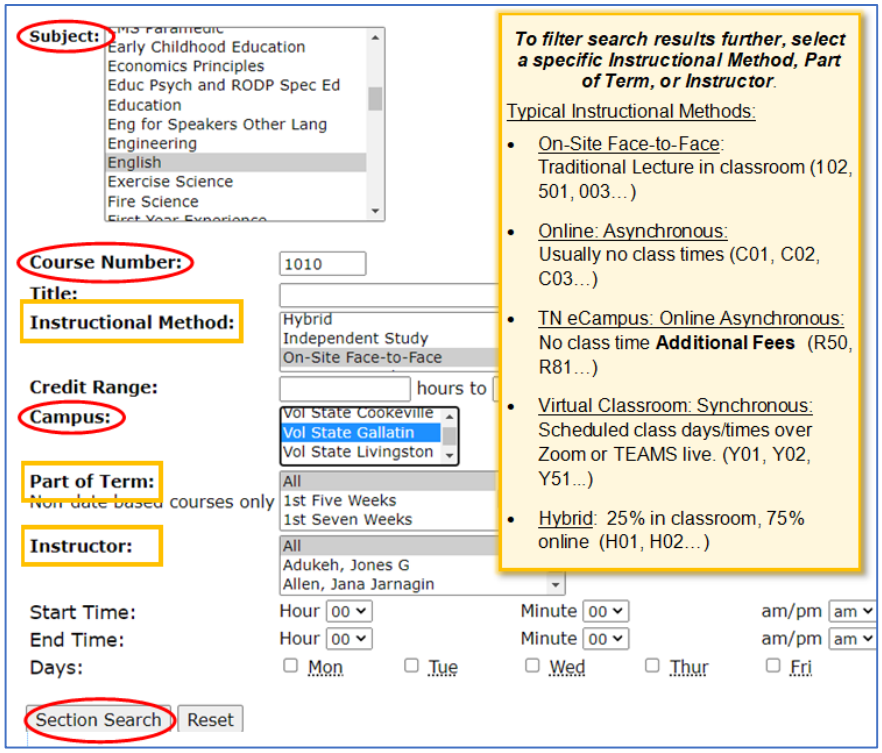
4. Select the TERM from the drop-down list under **Search by Term.**
NOTE: *you may be asked to click “ACCEPT” on a FINANCIAL RESPONSIBILITY STATEMENT or to verify IMMUNITIZATIONS if so, you will need to select the TERM again after responding.*



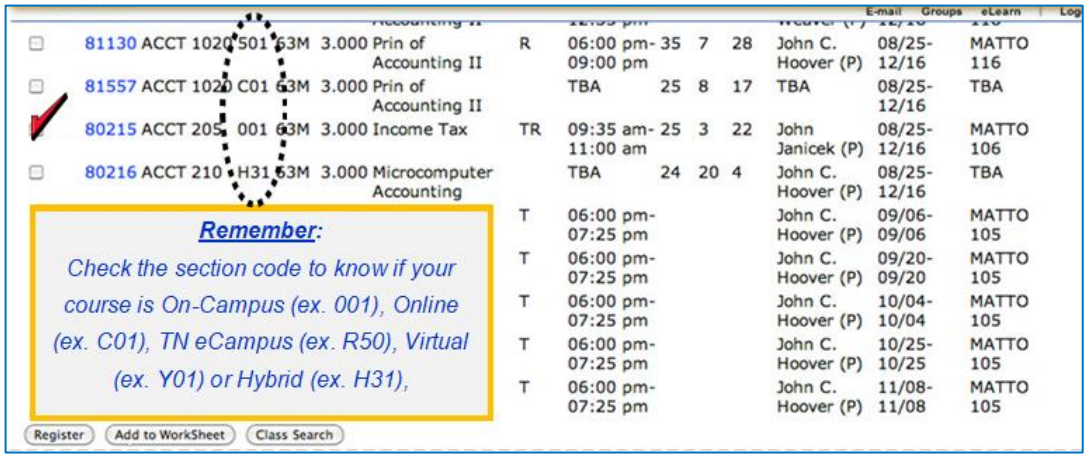
5. **Click ADVANCED SEARCH!**



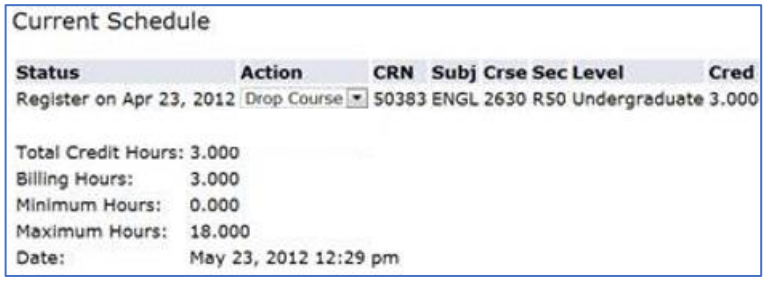
6. Select your desired **SUBJECT, COURSE,** and **CAMPUS,** then click **SECTION SEARCH.**



7. When you find your desired section, select the box in the left column (a checkmark will appear) and then select "REGISTER". **If there is no box to select:** "**C**" means the class is closed, "**SR**" means Student Restrictions.



8. You have not successfully registered until the courses are listed on your Current Schedule.



9. On the top right, click "Return to Menu." Click Concise Student Schedule" to view your course schedule (times, days, locations, instructors, start and end dates…

Carefully review the schedule to be sure you have registered for the correct course(s), campus, section, etc...

Contact you assigned advisor (found in your DegreeWorks) if you have further questions.

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