HOW DO I SEARCH THE SCHEDULE OF CLASSES?

1) Visit MyMHCC (my.mhcc.edu).

2) Click on "Schedule of Classes". Please note: you do not have to log in to view the schedule, but you must log in before you can register for a class.

3) Select the term you want to browse.

4) You can search by department, such as Music, Health & Physical Education, Mathematics, etc., **or** search by specific course code (example: MTH060, HD100A, etc.), **or** by course title such as Algebra or College Success.

5) Click on "More Search Options" if you wish to search by course day/time or other advanced options:

Course Search

Add/Drop Courses - Course Search - Course Search

Course Search

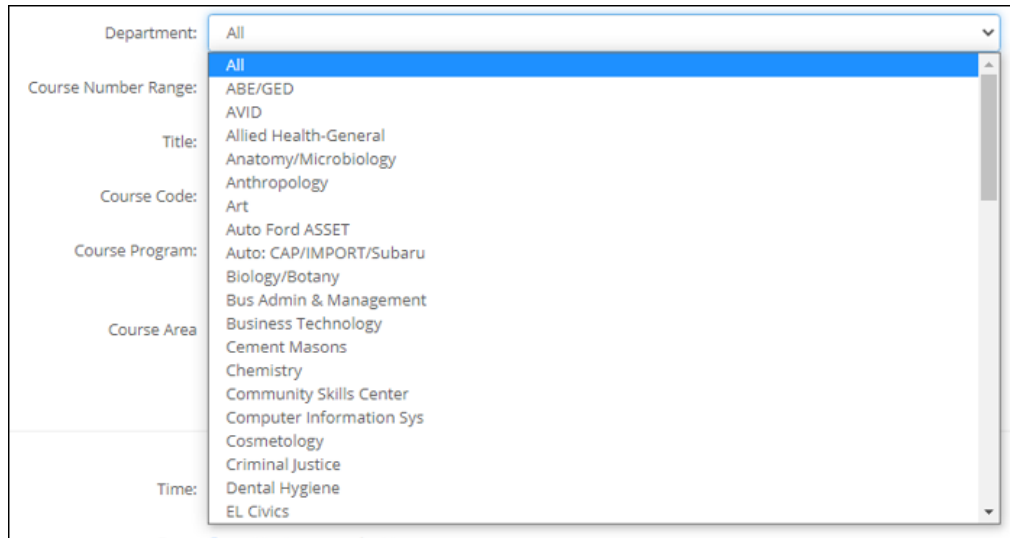|	
Term:	Fall Term (FA) 2020
Department:	All
Course Number Range:	From / To
Title:	Begins With
Course Code:	Begins With
Course Program:	All
Course Area:	All
Time:	From / To
Days:	● Meets on any day(s)
	○ Meets only on the selected days
	☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday
Textbook Price:	None Specified
Faculty:	All
Campus:	All
Building:	All
Section Status:	Open or Full
Min/Max Hours:	From / To

Search   Reset

USING THE INTERACTIVE COURSE SEARCH

Course searches can be done by one or a combination of the various selections below.

Department Search

➢ To see all courses offered by a given department, click on the drop down list under Department, select the department you wish to search and then click on SEARCH.

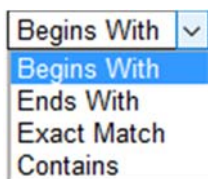## Course Title Search

➢ The TITLE field allows searches based on a specific course title or key words in the course title.

➢ *The drop down menu provides four options to refine a search based on certain parameters (Begins With, Ends With, Exact Match, Contains). Enter title or key words and click SEARCH.*
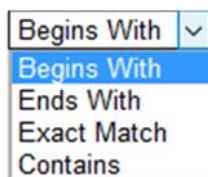

Course Code Search

➢ The course code search allows a search based on the course area or the full course number.

➢ *The drop down menu provides four options to refine a search based on certain parameters (Begins With, Ends With, Exact Match, Contains). Enter title or key words and click SEARCH.*

Example: ENG104 Introduction to Literature: Fiction
ENG104 is the full course number and the course code is *ENG*.

How to read the Interactive Course Search Results

Add	Course code	Name	Learning Community	Req	Textbook Price	Textbook Link	Note	Seats Open	Status	Faculty / Schedule	Additional Course Fees	Credits	Term	Begin Date	End Date
✚	ENG104-01	Introduction to Literature: Fiction		🔍		Textbook	📄	23/28	Open	Hampton, Michele B / MW 10:00-11:50AM; DL Campus, Remote Scheduled, Remote Learning Schd, WEB	$55.00	4.0	FA 2020	09/21/2020	12/12/2020

Course Code: Example: ENG104-01

Course Number (prior to the **-**). Section Number (2 digit code following the **-**). The course code is a clickable link to course and section details. Please see the *Section Number Definitions* document for further information on section numbering.

➢ **Name**: Introduction to Literature: Fiction
This is the course title.

➢ **Req:** If an 🔍 icon displays in this field, click on the icon for additional requirements that may not show in the course details.

➢ **Note:** If an icon displays in this field, click on the icon for important notes regarding this course.

➢ **Faculty:** Hampton, Michele B
This is the Instructor Name

➢ **Seats Open:** Example: 23/28
This example shows that there are 23 seats remaining out of a total of 40.

➢ **Status:** Open - Seats available and students eligible to register
o Closed - No seats available, waitlist may be an option
o Waitlist - Students may be added to waitlist only
o Reopened - Seats made available, students eligible to register

➢ **Schedule:** Course meeting days, meeting time and meeting location
Key to meeting days:
o U - Sunday
o M - Monday
o T - Tuesday
o W - Wednesday
o R - Thursday
o F - Friday
o S - Saturday

➢ **Credits:** Total credit hours for this course

➢ **Begin Date:** The week the course begins. For short term classes, this is the **day** the course begins.

➢ **End Date:** The week the course ends. For short term classes, this is the **day** the course ends.

SECTION NUMBER DEFINITIONS

A section number is the 2 digit field that follows the course number. Example: ENG104-01.

      Course Number = ENG104
      Section Number = 01

The section number definitions are provided below to assist in understanding the section information displayed when you see the results of your course search.

Sections with only numbers:

01-29: Standard Length Courses (full term)
60-69: First 5 weeks of the term
70-79: Second 5 weeks of the term
80-89   Non-Standard length courses

Sections starting with letter:

A: Accelerated
B: I-BEST Program
C: High School Credit Recovery and Adult High School
E: Evening courses (courses begin at 6 pm or later)
H: Hybrid (in person and online learning combination)
IS: Independent Study
L: Learning Communities
N: Honors College

S: Study Abroad
V: Veterans Only
W: Web- Online Learning
X: College Now Program
Y: College Now Program
Z: College Now Program