

Transient Student Online Registration Instructions

If your approved transient form indicates that you are an **Option 1: Self--Enrollment Student**, you may register online without staff assistance.

To register for classes [login to MySPC](#) by entering your student number and password. If you don't have one, use your SPC student ID to [create an account](#) and set your password.

NOTE: You may only enroll in the exact classes approved by your home institution. Also, approval to take a course at SPC does not guarantee availability of seats in that course.

The last day for SPC to receive incoming transient approval forms for online courses is 2 pm the Friday before classes begin for each term.

Please see the deadline dates for enrolling in online courses [here](#).

After logging on to MySPC:

1. Select **Register for Classes** from the top navigation.
2. Choose the green search button near the bottom of the page.
3. Enter the **Course Subject** (3--letter) and **Course Number** (four--digit).

For example, for the class ENC 1101, you would enter ENC for the Course Subject and 1101 for the Course Number. **Do not fill in any of the other blanks.**

Class Search Criteria

Course Subject

Course Number

Course Career

Show Open Classes Only

Show Open Entry/Exit Classes Only

4. Select the campus you wish to attend – for any online courses, select **Electronic Campus**.
5. Click **Search**.
 - If you receive this message - **“The search returns no results that match the criteria specified”**, the course you entered is either not being offered or the course is closed (full).

If you have any questions, please contact transientquestions@spcollege.edu.