

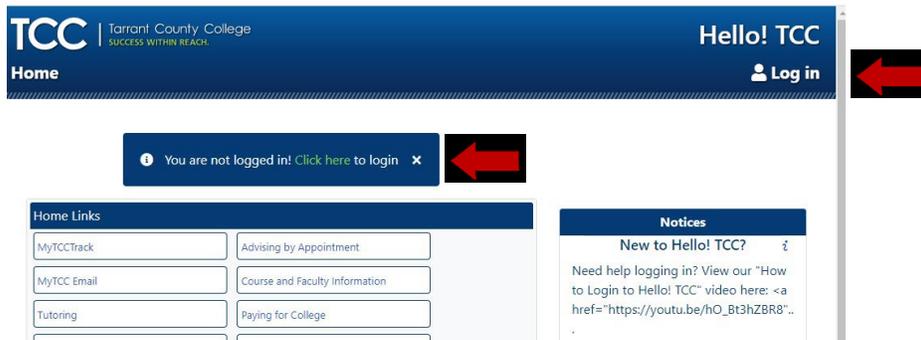
Quick Guide: Self-Registration for Dual Credit Courses

Step 1: Start at www.tccd.edu

Step 2: Scroll all the way to the bottom and click Hello!TCC.

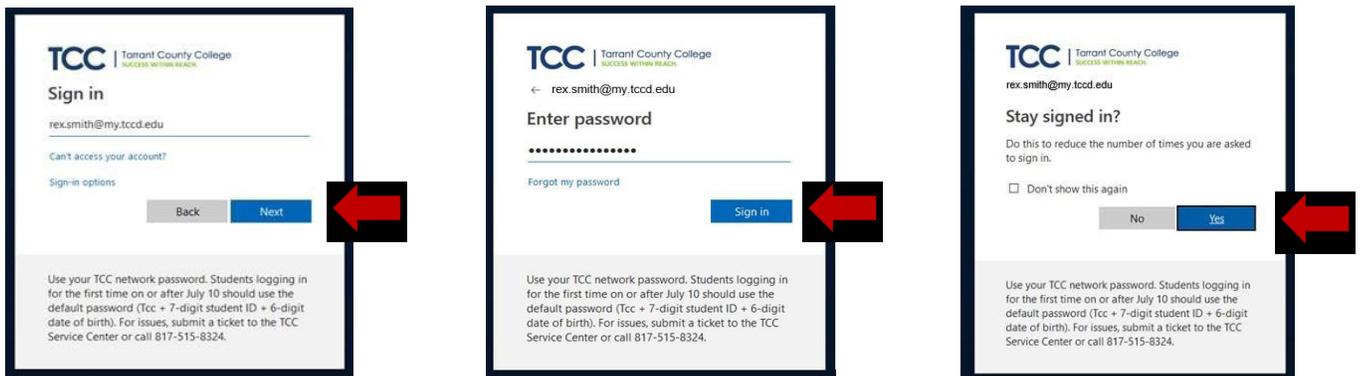


Step 3: Click on **Log in** or the green **Click here to login**

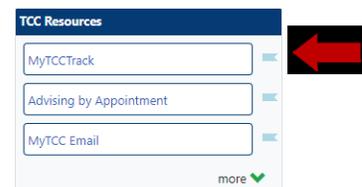


Step 4: Sign-in using your username and password.

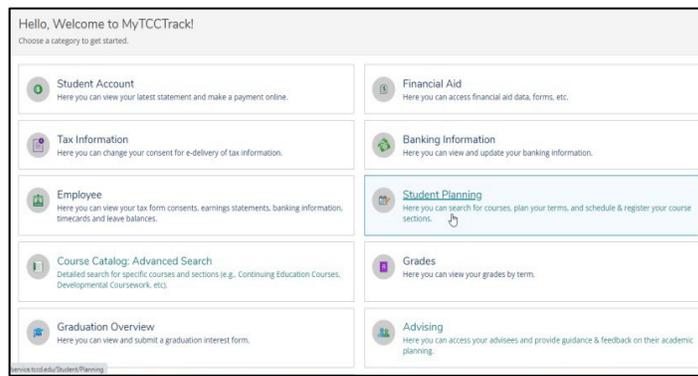
Your initial default password is: Tcc + your 7-digit student ID + your 6-digit date of birth (MMDDYY)
(Example: Tcc1234567010191. The password is case sensitive – uppercase "T" and lowercase "cc").



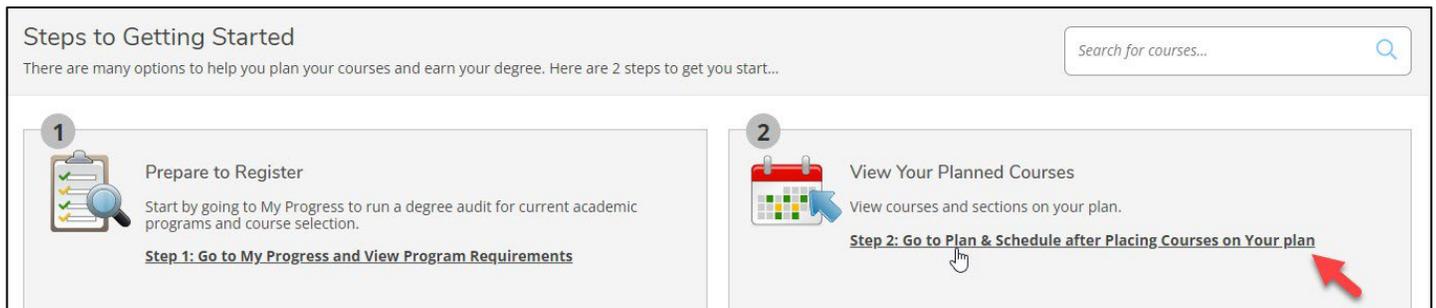
Step 5: Locate the blue button at the top that says "MyTCCTrack" and click it. You can also save it as a favorite by clicking the light blue flag next to it.



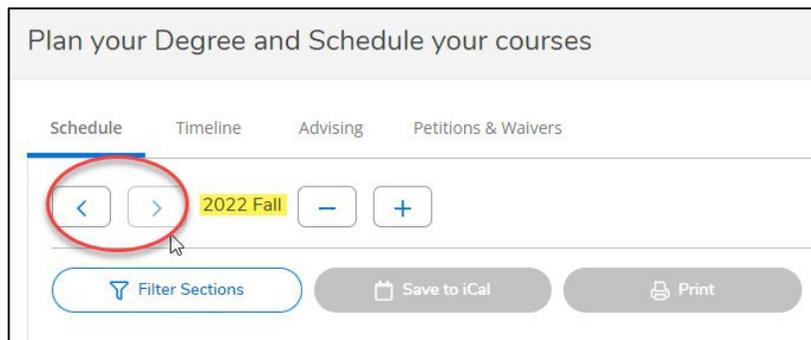
Step 6: Select Student Planning.



Step 7: Click on **View Your Planned Courses**



Step 8: Use the scroll arrows to select the term you are registering (ex. fall/spring 202X)



Step 9: In the top right-hand corner search box, type the course your counselor provided for you to register. You **MUST** type it exact - no spaces, include hyphens and the 5-digit section number (ex. ENGL-1301-24XXX). Then search.



Step 9: **DO NOT** click the white Add Course to Plan bubble. Instead click on the blue **View Available Sections for ...** to view the section you were searching. If you typed in the course correctly, the searched section will be the only section to appear. Click on the blue **Add Section to Schedule** bubble. **REPEAT STEP 8-9 FOR EACH COURSE NEEDED.**

ENGL-1301 Composition I (3 Credits)

(3-3-0) Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Required Prerequisite: TSI Met in Reading and Writing

Requisites:
See course description for prerequisites/corequisites. - Must be completed prior to taking this course.
See course description for prerequisites/corequisites. - Must be completed prior to taking this course.

Locations:
South Campus, Northeast Campus, Northwest Campus, Southeast Campus, Trinity River Campus, Connect Campus, Off Campus - In District, Correctional Institution, High School Campus

View Available Sections for ENGL-1301

2022 Fall

ENGL-1301-24264
Composition I
Runs from 8/22/2022 - 10/28/2022

Seats	Times	Locations	Instructors
25	M/W/Th 10:05 AM - 11:19 AM 8/22/2022 - 10/28/2022	High School Campus, OFF Trinity HS HEB 116 Lecture 1	

Step 10: When the section information box opens, confirm your selection by clicking on the blue Add Section box. Repeat steps 8-10 for each course you need to add to your schedule.

Requisites

See course description for prerequisites/corequisites. - Must be completed prior to taking this course.

See course description for prerequisites/corequisites. - Must be completed prior to taking this course.

Course (3-3-0) Intensive study of and practice in writing processes

Close Add Section

Step 11: When you have added your courses. Return to **Plan & Schedule** by clicking on the link at the top left-hand corner or returning to the home page and repeating steps 5-8.

Search for Courses and Course Sections

< [Back to Plan & Schedule](#)

Step 12: When you return to Plan & Schedule. You should see your courses listed in the left column and a scheduled view of your courses on the calendar. If all is correct, click the blue **Register Now** bubble. If your course boxes turn from yellow to green, you are now registered.

Plan your Degree and Schedule your courses

Search for courses...

Schedule Timeline Advising Petitions & Waivers

< > 2022 Fall +

Remove Planned Courses Register Now

Filter Sections Save to iCal Print

Planned: 3 Credits Enrolled: 0 Credits Waitlisted: 0 Credits

ENGL-1301-24264: Composition I

✓ Planned

Credits: 3 Credits
Grading: Graded
Instructor: TBD
8/22/2022 to 10/28/2022
Seats Available: 25

Meeting Information

Register

View other sections

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
9am							
10am		ENGL-1301-24264		ENGL-1301-24264	ENGL-1301-24264		
11am							
12pm							
1pm							
2pm							
3pm							

If your Register Now bubble is gray or you receive a red error message when you click the register button, please email CN.DualCredit@tccd.edu with your full name, TCC ID#, screenshot of the error message, and brief description of the registration issue you are experiencing.

Payment

Once registered, return to your MyTCCTrack home page. **Select Student Account** -> Select the **Student Account Center/Pay Now** link under Helpful Links or to create a Payment Plan and make a down payment select **Payment Plan Information**.

Hello, Welcome to MyTCCTrack!
Choose a category to get started.

Student Account
Here you can view your latest statement and make a payment online.

Tax Information
Here you can change your consent for e-delivery of tax information.

Employee
Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances.

Course Catalog: Advanced Search
Detailed search for specific courses and sections (e.g., Continuing Education Courses, Developmental Coursework, etc).

Graduation Overview
Here you can view and submit a graduation interest form.

Account Summary
View a summary of your account

Account Overview

Total Amount Due	\$0.00	
Total Account Balance	\$0.00	Account Activity
Fall 2019	\$0.00	

Helpful Links

- Pay Now/Student Account Center
- Payment Deadlines
- Tuition and Fees
- Payment Plan Information
- Refund Information
- TCC Plus (Inclusive Access)
- Form 1098-T Tax Information
- Business Services Locations