How to Register for Noncredit Class Using MyRAM Student Portal

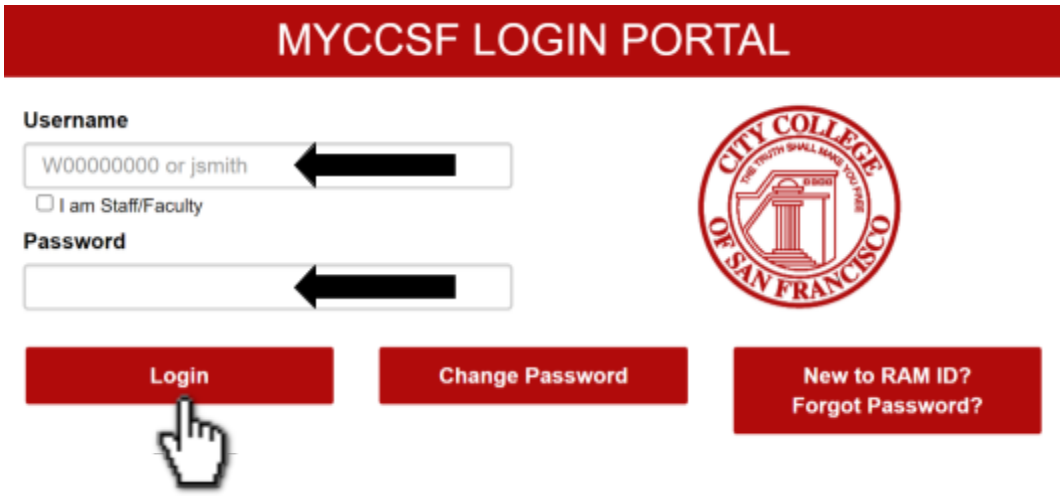
1. Visit CCSF.edu.
2. Go to MyCCSF.



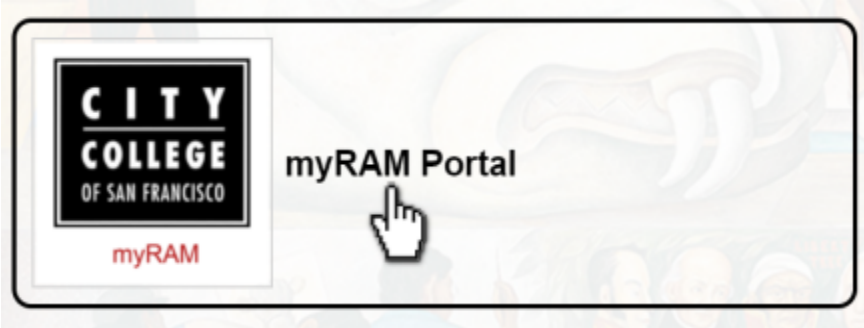
3. Click on **myCCSF Login Portal (RAM ID).**



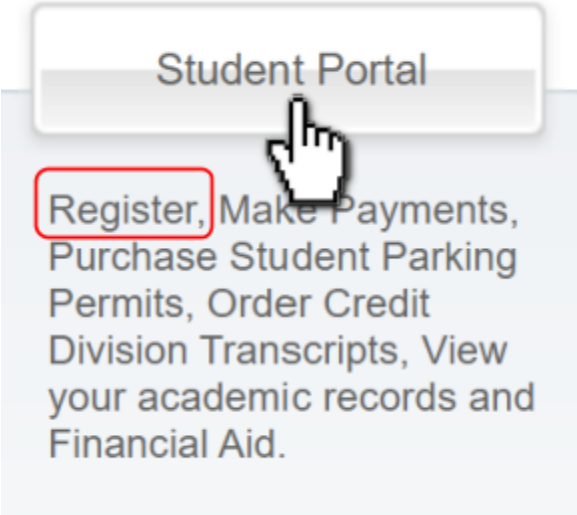
4. Enter your RAM ID **username** and **password**. Click **Login**.



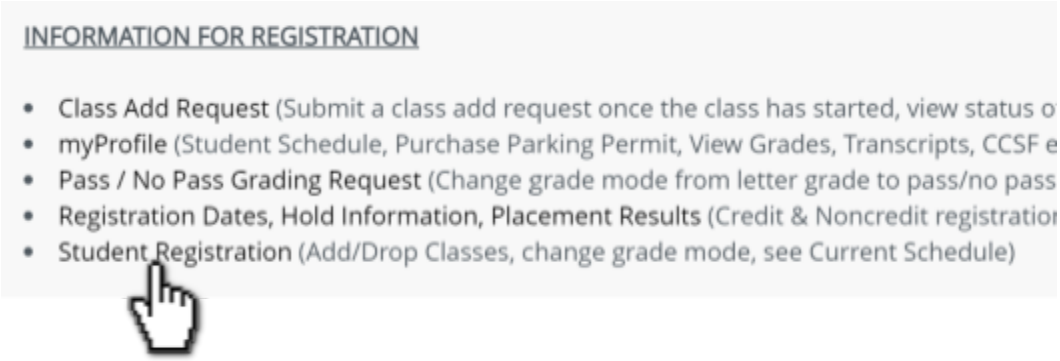
5. Click on **myRAM Portal**.



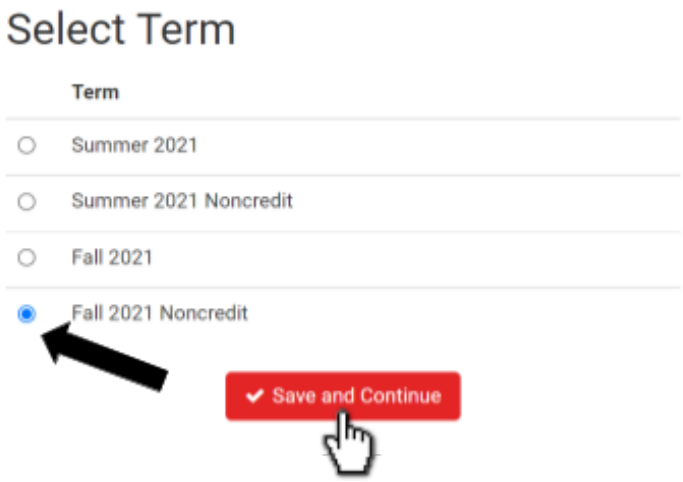
6. Click on **Student Portal** to Register for Classes



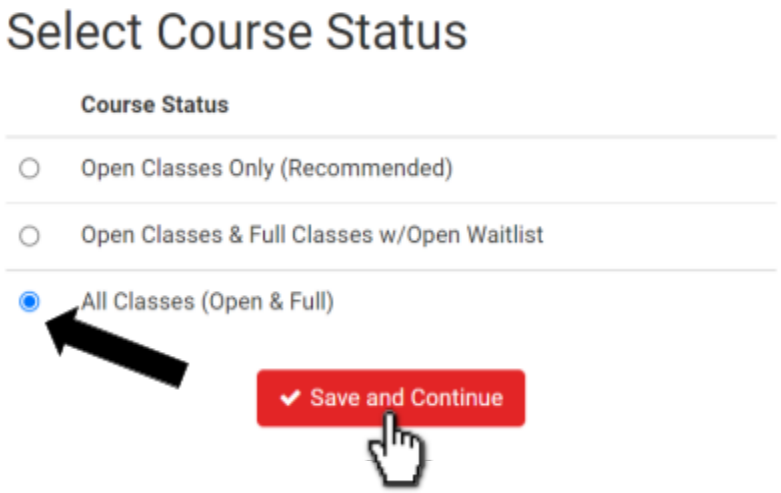
7. Click on Student Registration



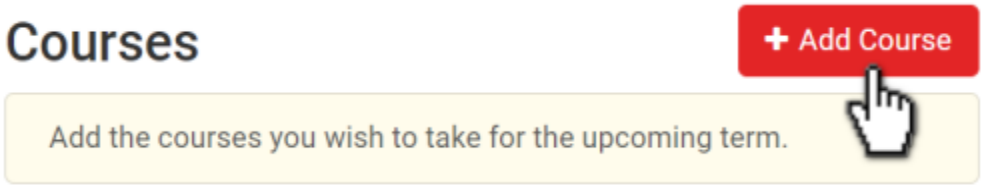
8. Choose the Term that you want to register for. Click **Save and Continue.**



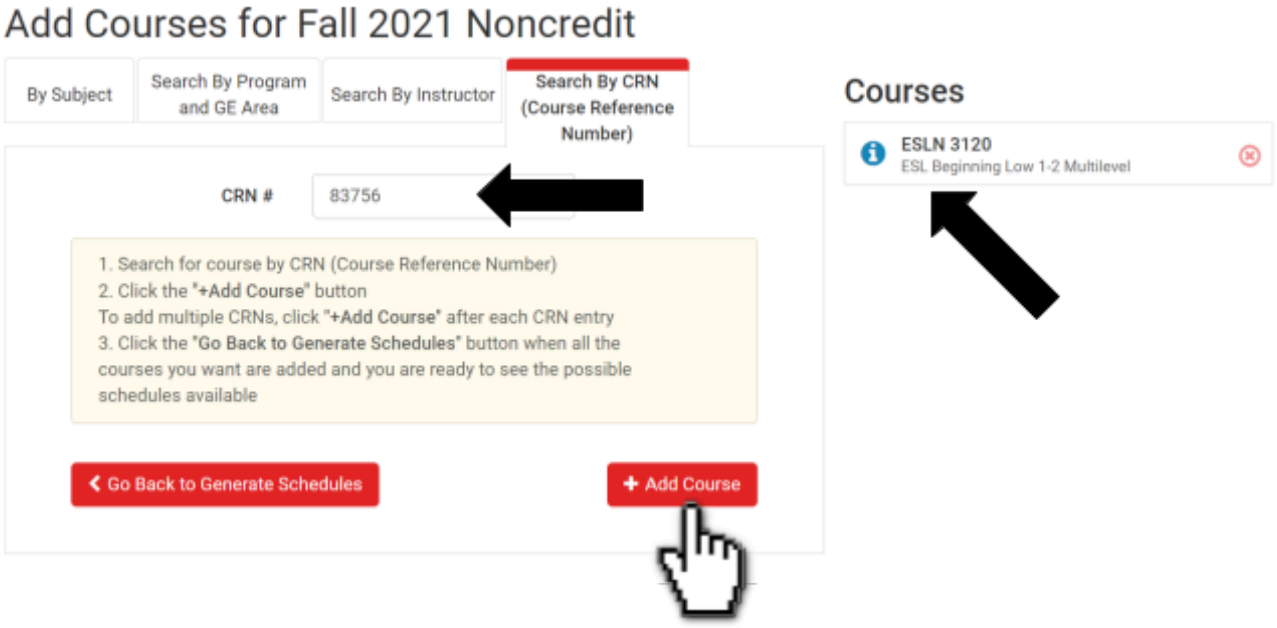
9. Choose **All Classes (Open & Fall).** Click **Save and Continue**.



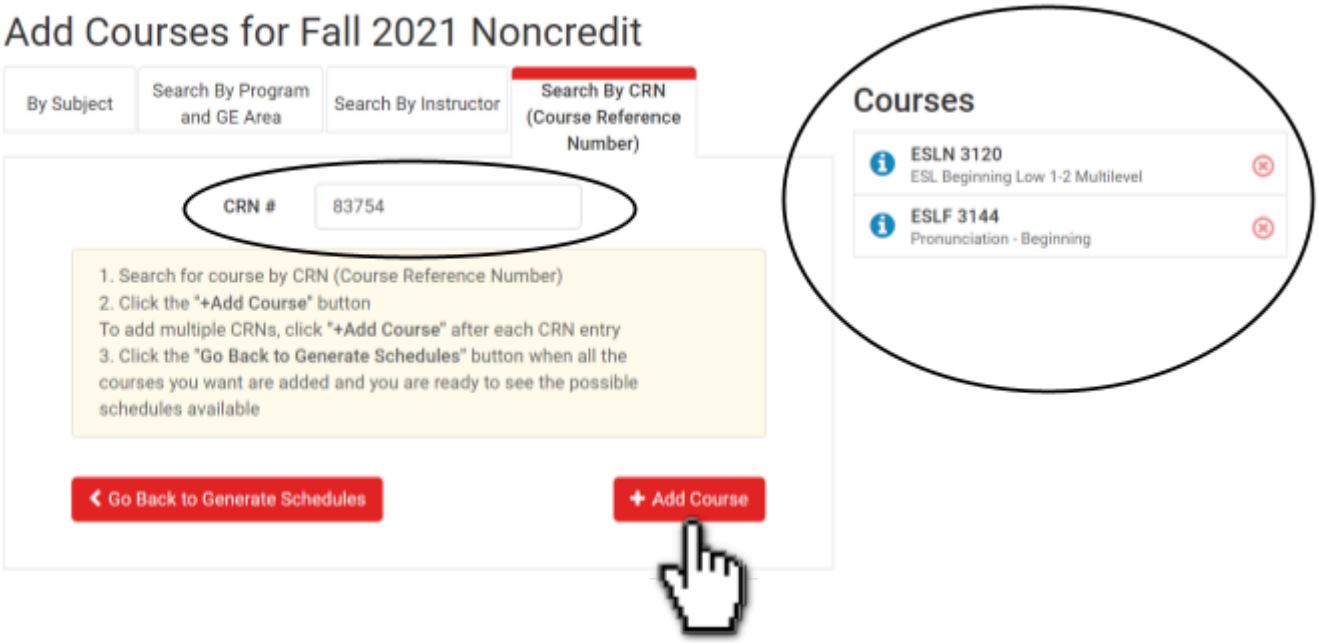
10. Click **Add Course**



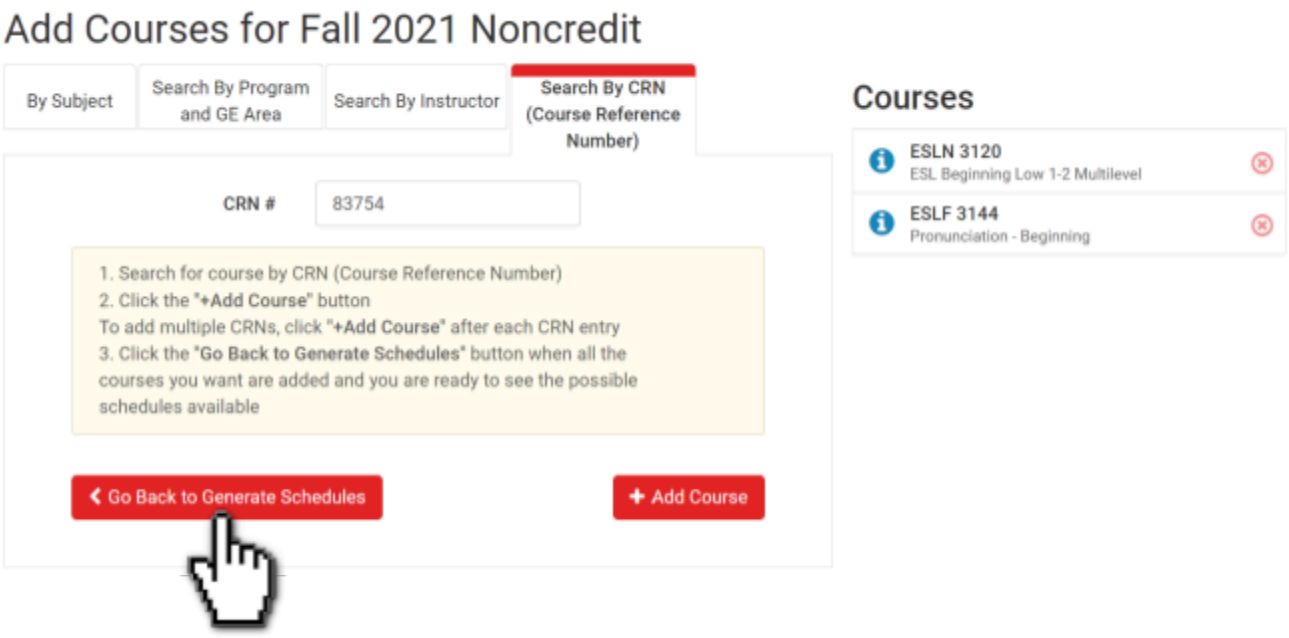
11. The easiest way to register for classes is **Search By CRN**. You can look up the CRN numbers from the [Campus ESL Class Schedules]. Click on the **Search By CRN tab** and enter the CRN Number for the first class. Click **Add Course**. You'll see it on the right under Courses.



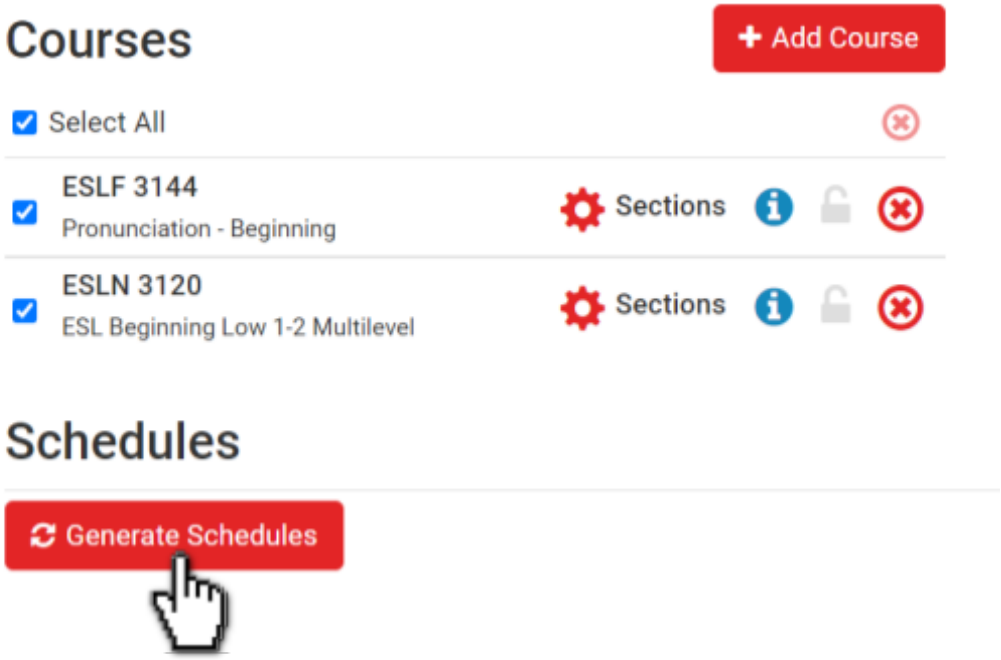
12. To add another class, enter the CRN Number for the second class. * The system only allows you to add one section of the same course at a time. If you want to register for more than one section of the same course, you can add them later (Step 20) after these next steps.



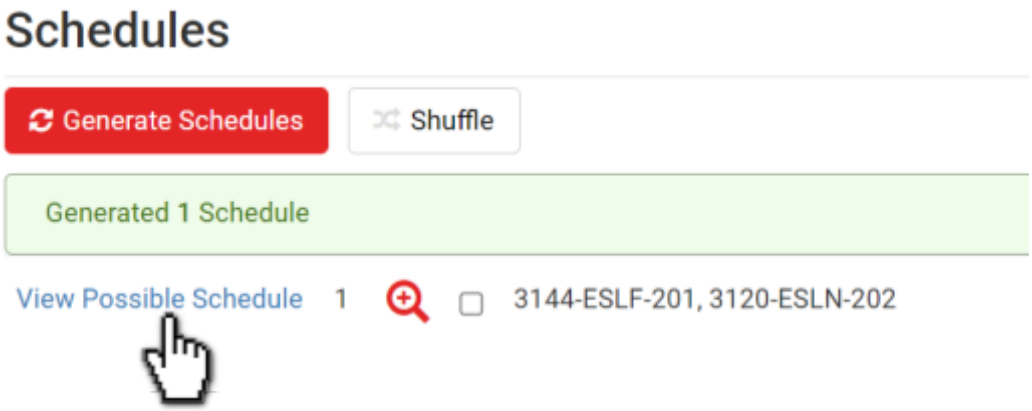
13. Click **Go Back to Generate Schedules.**



14. Click on **Generate Schedules**.



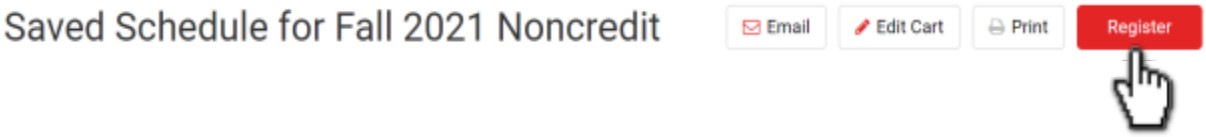
15. Click View Possible Schedule.



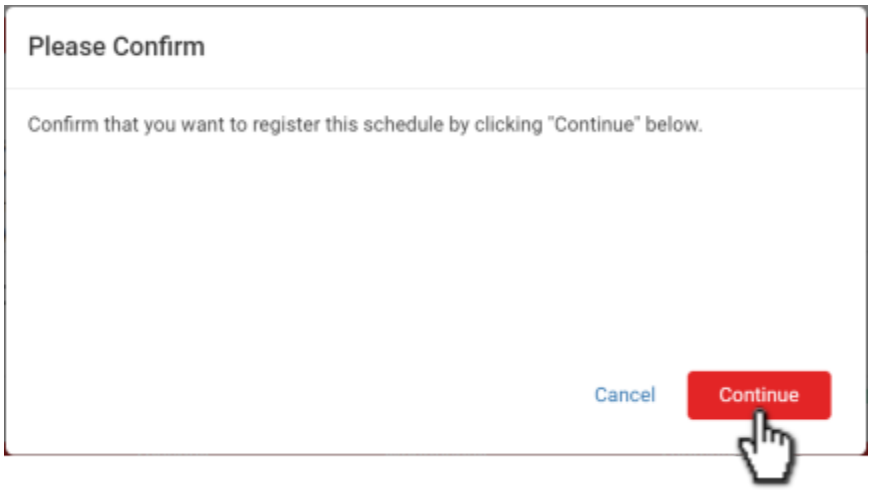
16. Check the classes on the schedule. Click **Send to Saved Schedule**.



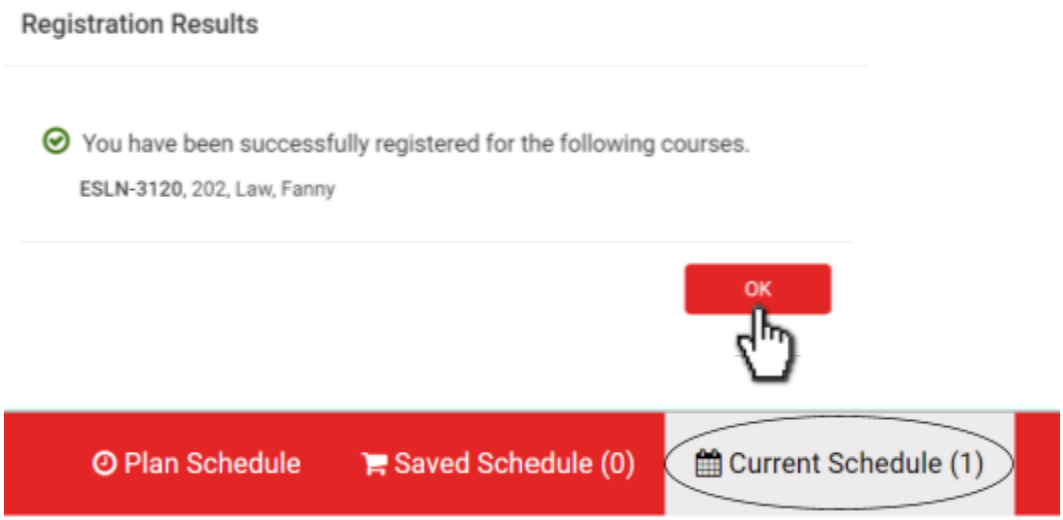
17. Click **Register**.



18. Click **Continue** to Confirm.

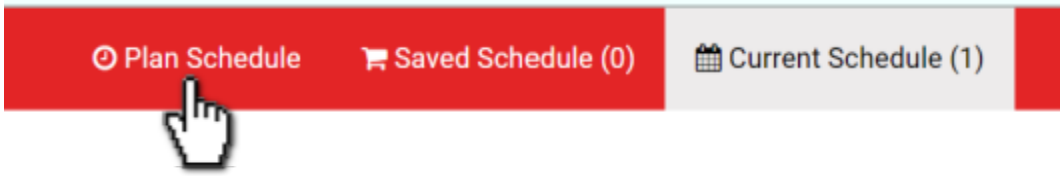


19. You have successfully registered for classes. Click OK. You will notice that number next to the **Current Schedule** indicates the number of classes you have registered for.

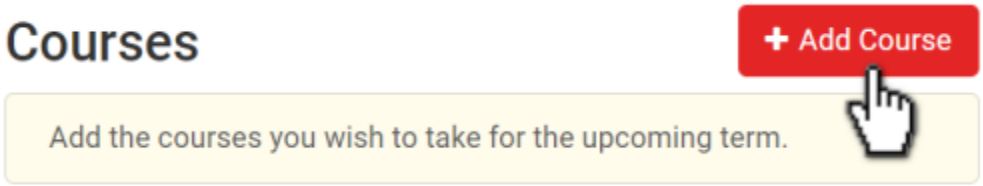


Registering for additional sections of the same course

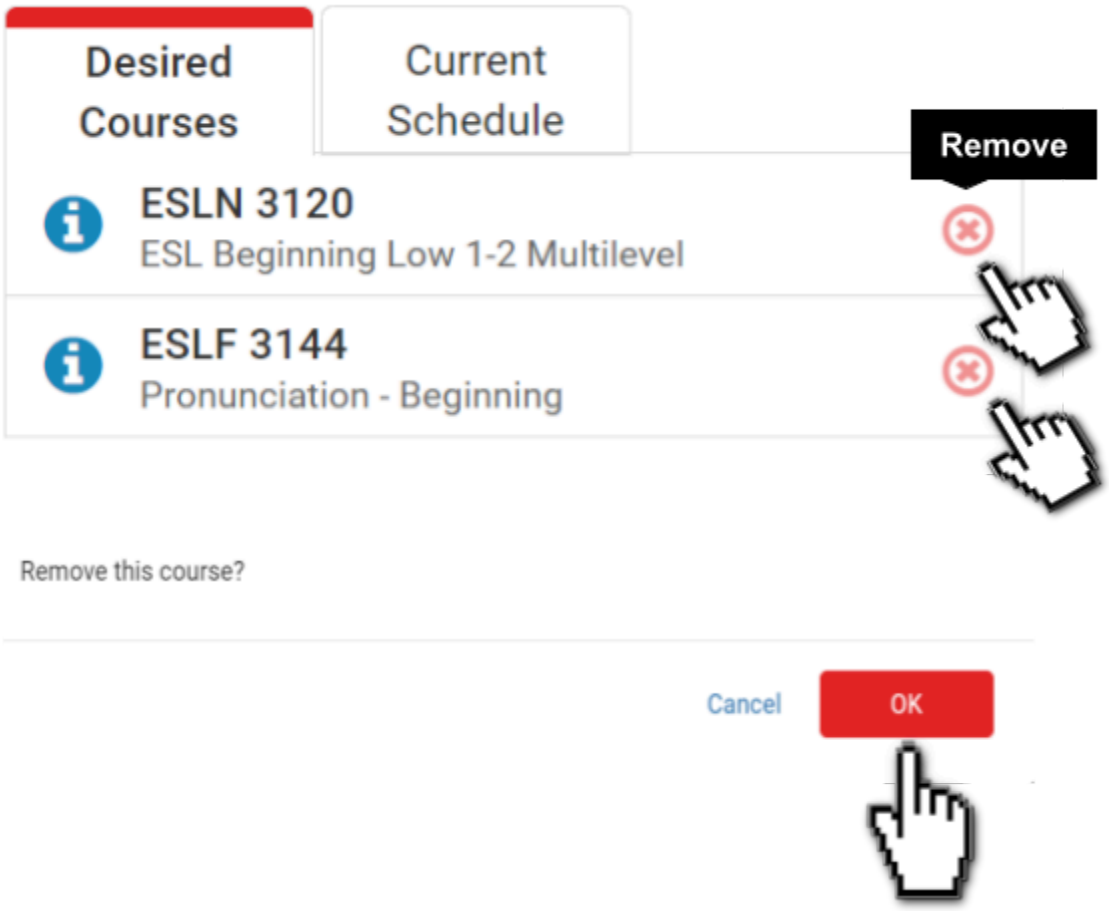
20. Click on **Plan Schedule**.



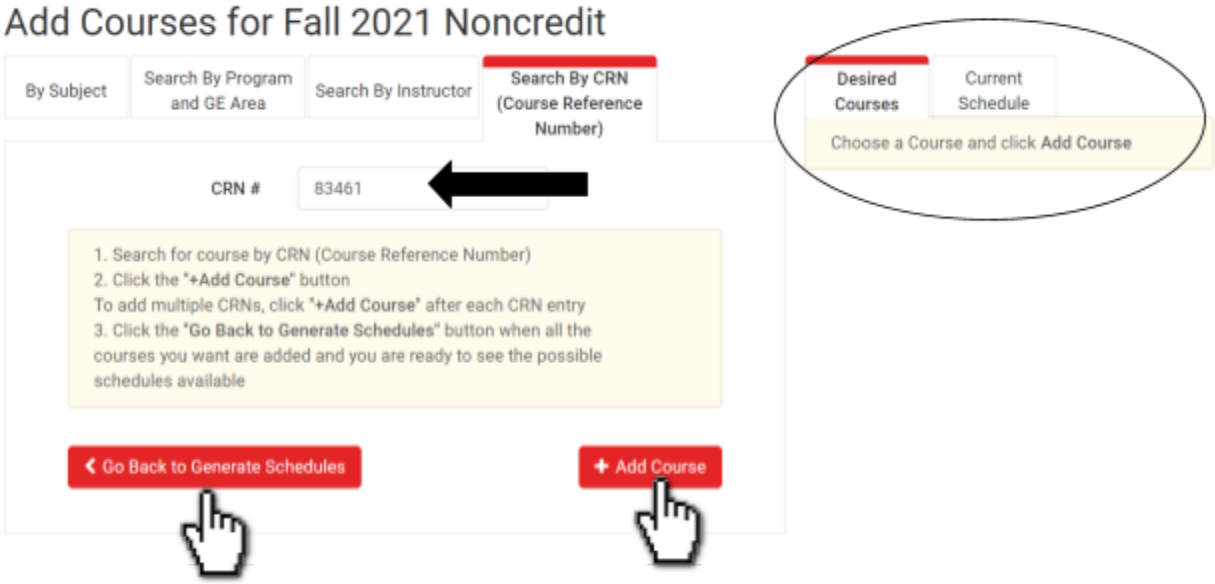
21. Click **Add Course**.



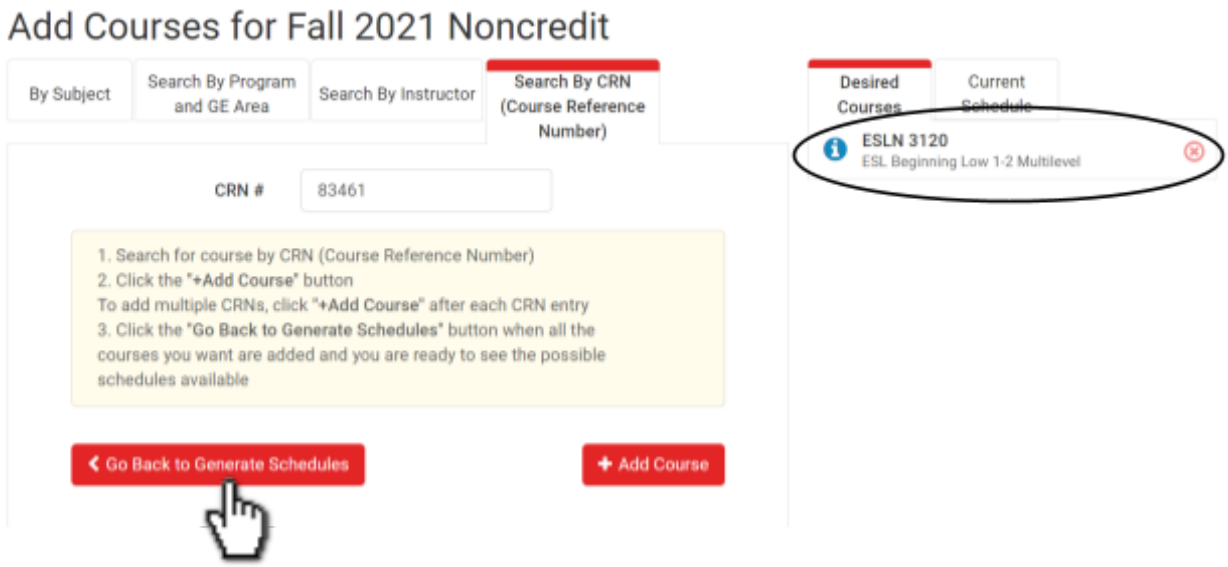
22. **Remove** Courses from the Desired Courses tab by clicking the **X** buttons next to the courses. Click **OK** to confirm.



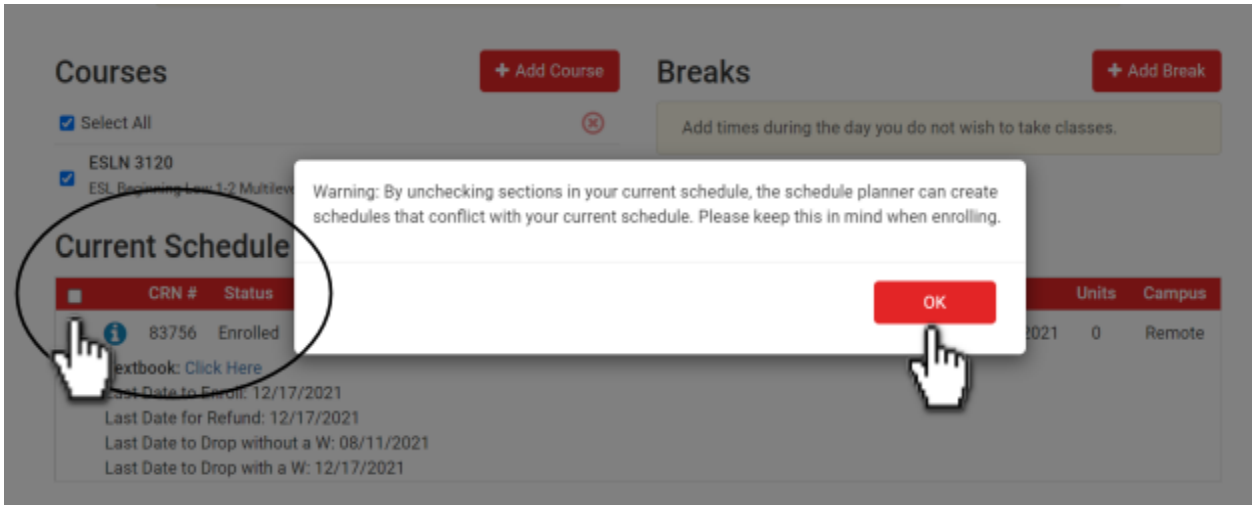
23. Enter the **CRN Number** of another section. Click **Add Course**.



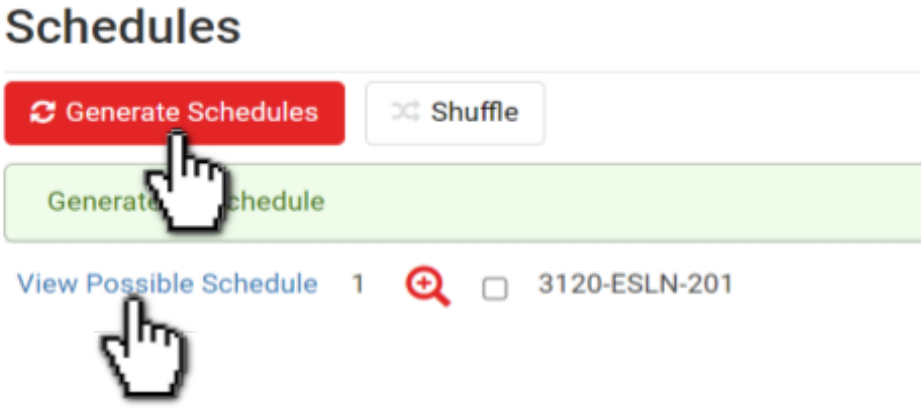
24. Your newly added course should appear under Desired Courses tab. Click Go Back to Generate Schedules.



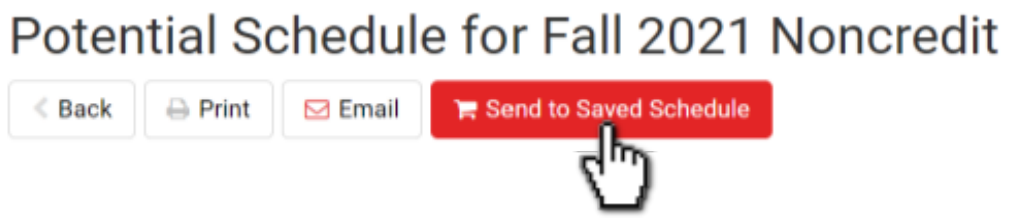
25. Uncheck the Current Schedule box.



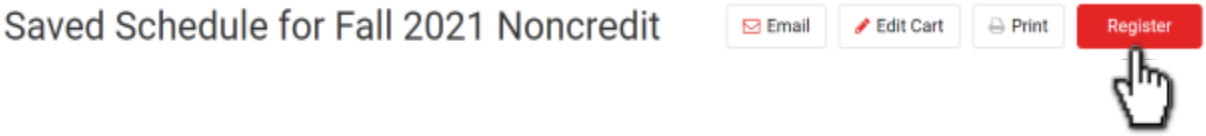
26. Click on **Generate Schedules**. Then, click **View Possible Schedule**.



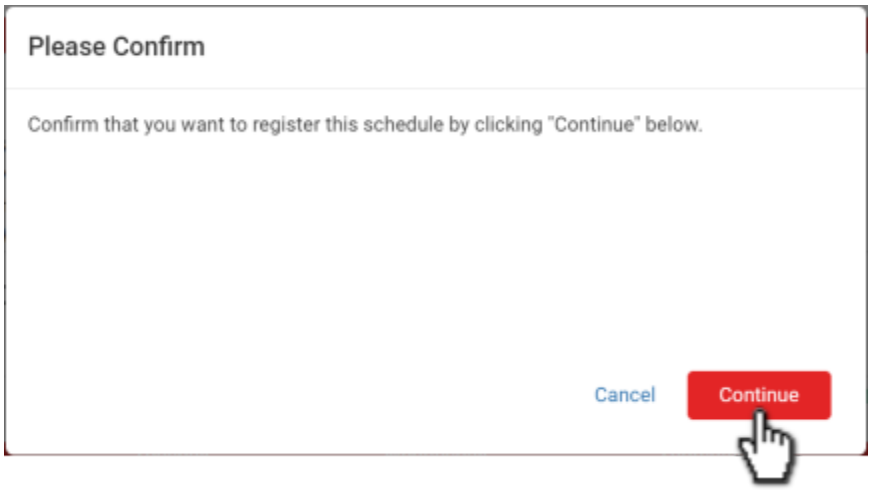
27. Again, check the classes on the schedule. Click **Send to Saved Schedule**.



28. Click **Register**.



29. Click **Continue** to Confirm.



30. You have successfully registered for the additional class. Click OK. You will notice the updated number next to the **Current Schedule** indicating the number of classes you have registered for.

