

ACC Registration Steps

Classes fill fast, so register as soon as you are eligible!

[ACC Registration Dates & Deadlines](#)

[ACC Online Course Schedule](#)

Get started

1. Go to austincc.edu
2. Click on “Students” at the very top of the page (navy blue banner)
3. Click “[Self-Service](#)” link in the purple drop-down menu on the right
4. Enter your ACCeID and password and click “Sign In”
5. Click “Student Planning” to search for courses, plan, and register
6. NEW students will need to ADD a term; Returning students will need to click the plus sign to add a new semester. NOTE: always choose “Credit” and then the semester, not CE (ex: Credit Summer)

Plan your schedule (in advance of registration...)

1. *Be sure to use the + sign to add the correct semester*, or the arrow to toggle forward to the semester you are planning.
2. To plan a course, enter into the search box at the top right of the page the course you wish to register for (ex: HIST 1302, ENGL 1301, GOVT 2305)
3. Using the menu on the left, you can filter to find course options. Be sure to filter by term (i.e. Credit Spring 2026), then consider sorting by location (i.e. select Vandegrift High School for courses in-person that meet at FPMS) or course type (i.e. online for fully online/asynchronous options)
4. Click “View Available Sections”
5. Locate the course section that fits your schedule, paying close attention to start/end dates
6. Click “Add Section to Schedule”; review the course description to ensure there are no restrictions or information regarding textbook requirements/fees. Then click “Add section”.
7. At the top of your screen, you’ll see a brief message indicating your course has been added
8. To add more classes, repeat Steps 5 - 10
9. Once you have planned all of your courses, go to the Student Planning tab (mobile users: On the upper left drop down menu, choose Academics, then Student Planning) and select “Plan & Schedule”. The planned courses will be listed in **BEIGE** & classroom-based courses will show in your weekly schedule. Use directional arrows to ensure that you are planning for the correct semester.

Register for classes (when your registration window opens)

1. Click “Register” for each course individually or “Register Now” to register for all courses at once. Courses you have successfully registered into will be highlighted in **GREEN** and say “Registered, but not started”.
2. If you are unable to click Register, check your [registration date](#) or review the Notifications at the top of your screen. Follow instructions to remove holds. Your selected courses will remain on your plan until you register or remove the courses from the plan.
3. Go back to the home screen of Self-Service and click on “**Pay for Classes**” to check to be sure A) you are not being charged tuition and B) if there is an automatic textbook fee that you need to cover.