

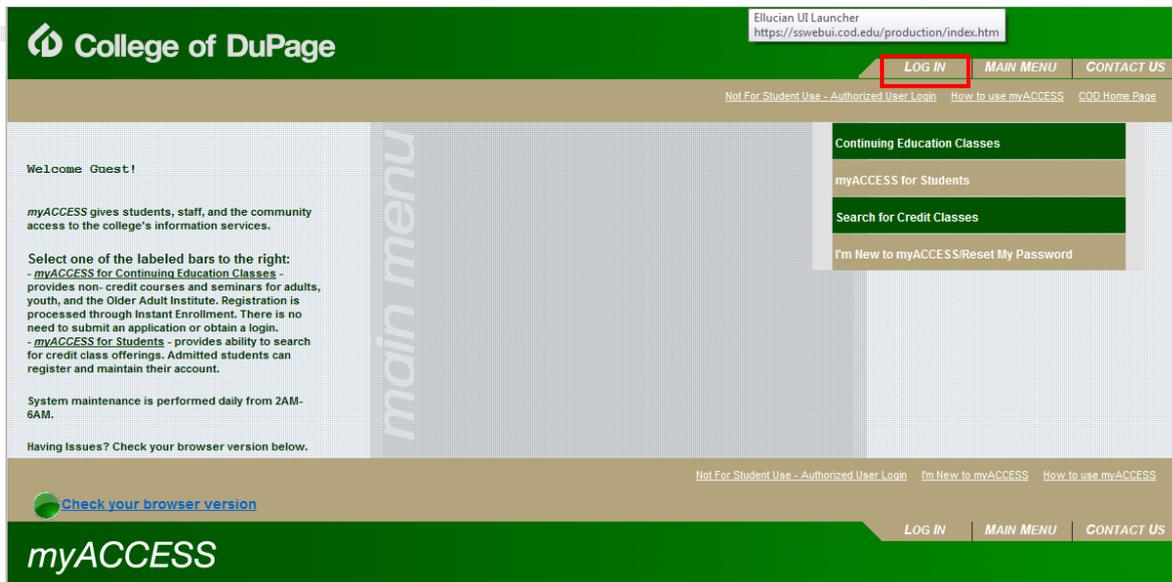
myACCESS

A self-service web site for students.



How to Register and Pay for Classes

1. Go to **myaccess.cod.edu** web site
2. Click on **LOG IN** (on the upper right side of the home page).



3. Enter your **myACCESS ID** and **password** then click **SUBMIT**.
If you don't know your myACCESS ID, go to "myACCESS for Students" under "User Account" and click on "What is my Username?/Reset my Password."

College of DuPage

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The username and password fields are both "case sensitive" fields.

Username

Password

Hint

SUBMIT

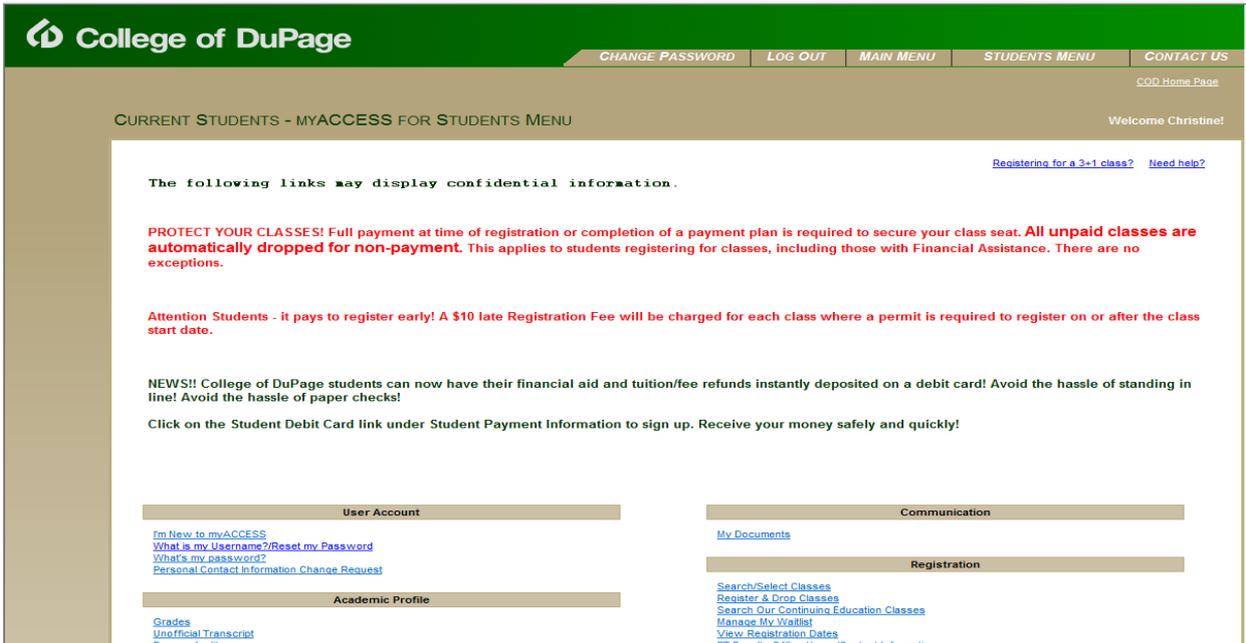
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4. On the right side of the menu, click on the gold bar labeled "myACCESS for Students."



5. Under the **Registration** heading, click on **Search/Select Classes**.



6. Select a **Term** and at least **TWO** other criteria to find classes, then click **SUBMIT**.

7. Under the **Select** column, check the classes you want, then click **SUBMIT**.

Select	Term	Section Name and Title	Location	Meeting Information	Faculty	Capacity / Seats Avail / Wait	Credits	Course Types	Tuition In/Out District	Course Fees
<input checked="" type="checkbox"/>	Fall 2014	ART-1100-002 Intro to the Visual Arts	Main Campus	08/25/2014-12/19/2014 Lecture/Discussion Monday, Wednesday, Friday 09:00AM - 09:50AM, McAninch Arts Center, Room 153	G. Binder	35 / 21 / 0	3.00	16 week session; Humanities; Human Relations; Global/Multi Studies; Fine Arts	\$432.00 / \$993.00	\$0.00
<input type="checkbox"/>	Fall 2014	ART-1100-003 Intro to the Visual Arts	Main Campus	08/25/2014-12/19/2014 Lecture/Discussion Monday, Wednesday, Friday 10:00AM - 10:50AM, McAninch Arts Center, Room 153	G. Binder	72 / 31 / 0	3.00	16 week session; Humanities; Human Relations; Global/Multi Studies; Fine Arts	\$432.00 / \$993.00	\$0.00
<input checked="" type="checkbox"/>	Fall 2014	ART-1100-004 Intro to the Visual Arts	Main Campus	08/25/2014-12/19/2014 Lecture/Discussion Monday, Wednesday, Friday 11:00AM - 11:50AM, McAninch Arts Center, Room 153	D. Ouellette	35 / 8 / 0	3.00	16 week session; Humanities; Human Relations; Global/Multi Studies; Fine Arts	\$432.00 / \$993.00	\$0.00
<input type="checkbox"/>	Fall 2014	ART-1100-006 Intro to the Visual Arts	Main Campus	08/26/2014-12/18/2014 Lecture/Discussion Tuesday, Thursday 08:00AM - 09:15AM, McAninch Arts Center, Room 153	K. Jost	35 / 22 / 0	3.00	16 week session; Humanities; Human Relations; Global/Multi Studies; Fine Arts	\$432.00 / \$993.00	\$0.00

8. On **Register and Drop Sections**, you see these selected classes in your "shopping cart." Under the Action column, select "register" in the drop down box.

CURRENT STUDENTS Welcome Christine!

Register & Drop Classes

[Search/Select Classes](#) [How to Retrieve COD Email](#) [Registering for a 3+1 Class?](#)

Attention Students - it pays to register early! A \$10 late Registration Fee will be charged for each class where a permit is required to register on or after the class start date.

PLEASE NOTE: Waitlisting is available for most credit course sections. (Please [click here](#) for additional information)

Name: Christine T. Jandak

Sections in Shopping Cart

To register for classes, you must choose an action for your selected sections below. If you have not selected classes, return to Search/Select Classes.

NOTE: Adding classes after the start date & dropping classes may affect your Financial Aid.

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Capacity / Seats Avail / Waitlist	Credits	CEUs
Register	Fall 2014	ART-1100-002 (36759) Intro to the Visual Arts	Main Campus	08/25/2014-12/19/2014 Lecture/Discussion Monday, Wednesday, Friday 09:00AM - 09:50AM, McAninch Arts Center, Room 153	G. Binder	35 / 21 / 0	3.00	0.00

Current Registration

A reason must be selected for each class being dropped.

9. Check the Financial agreement box at the bottom of the screen to continue, then click **SUBMIT**.

**** IMPORTANT PAYMENT INFORMATION ****

(Please [Click Here!](#) for a list payment options.)

I understand and agree as a student enrolled in classes at the College of DuPage, I am responsible for all tuition and fees associated with my enrolled classes. I further acknowledge by clicking ACCEPT below confirms I understand I am responsible for the payment of tuition and fees when due, the College may take all necessary action to collect the past-due tuition and fees and, in addition, I may be responsible for paying attorney's fees and the costs of collection.

Accept

SUBMIT

10. Select from Tuition & Fee Payment Options and follow the steps until you receive confirmation of payment.

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Tuition and Fee Payment Options

Your classes will be dropped for non-payment if you fail to choose one of the following convenient options:

All Financial Aid recipients must sign up for the Deferred Payment Plan.

PAY IN FULL BY CASH OR CHECK IN PERSON Please visit the Cashier's Office in the BERG INSTRUCTIONAL CENTER, BIC Room 2525 on the Main Campus in Glen Ellyn at 425 Fawell Boulevard
PAY IN FULL BY ELECTRONIC CHECK For a \$2 enrollment fee students can pay in full by electronic check by choosing the "Pay in Full" option Pay In Full By Electronic Check
PAY WITH A CREDIT CARD OR DEBIT CARD Pay by Credit or Debit Card
PAY AS YOU GO PAYMENT PLAN (for students not receiving financial assistance) Pay As You Go Payment Plan
ENROLL IN THE DEFERRED PAYMENT PLAN (for students who have filed the FAFSA and expect the balance due to be paid, all or in part, by financial assistance including student loans, or for Veterans receiving tuition benefits) Deferred Payment Plan

If you are planning to file for financial assistance but have not already done so and have questions, please contact:

Office of Student Financial Assistance at 630-942-2251.

Cashier's Office hours are normally:

8 a.m. to 7 p.m Monday through Thursday

8 a.m. to 5 p.m Fridays

Extended hours are offered on weekends prior to the start of term.

Please check the website for dates and times.

Phone: 630-942-2206

Email: cashiers@cod.edu

OK

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11. On the Section Selection Results page, you will see your registered sections, along with additional information and important dates. From this screen you can print your schedule of classes


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Section Selection Results

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Term	Section Name and Title	Location	Meeting Information	Faculty	Capacity / Seats Available / Wait	Credits	Course Types	Tuition In/Out District	Course Fees
Spring 2012	ART-2221-025 Painting I	Main Campus	01/18/2012-05/09/2012 Lab/Lab Discussion Monday, Wednesday 01:00PM - 03:50PM, McAninch Arts Center, Room 157	J. Hereth	18 / 12 / 0	3.00	16 week session; Humanities & Fine Arts	\$396.00 / \$957.00	\$24.00
Spring 2012	ART-2222-003 Painting II	Main Campus	01/18/2012-05/09/2012 Lab/Lab Discussion Monday, Wednesday 09:00AM - 11:50AM, McAninch Arts Center, Room 157	J. Hereth	18 / 9 / 0	3.00	16 week session; Humanities & Fine Arts	\$396.00 / \$957.00	\$24.00

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If you are having technical issues viewing the myACCESS web site, contact the Student Help Desk at (630) 942-2999 or e-mail studenthelp@dupage.edu