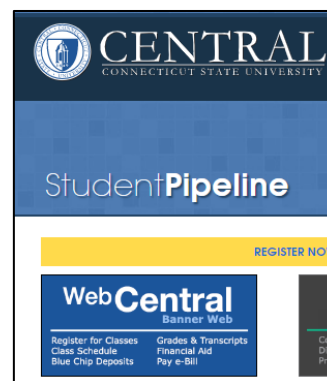


Registration & Schedule Planner

Login to Web Central Banner Web

1. Navigate to the CCSU homepage at www.ccsu.edu. Click on CentralPipeline from the upper-right corner, then click on WebCentral-Banner Web. Login with your CCSU email address and password, then approve the multi factor authentication (MFA) request using your 2nd device (mobile device or phone).
2. Under the Records/Registration tab, select: **NEW Registration and Scheduler Planner**



Note: The first time you login to Registration and Schedule Planner each semester, you will be prompted to review and update your address and emergency contact information and agree to the student enrollment agreement. Update the information or check the box indicating that the information is correct, then click on the **Submit** button. You will receive a confirmation that your contact information has been updated, click on the **Continue** button.

Plan a Course Schedule

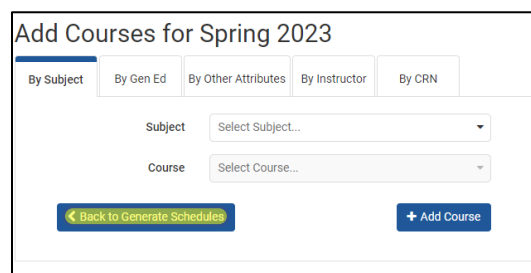
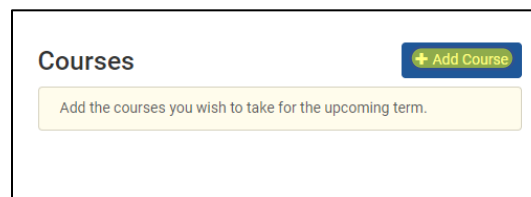
1. **Select the term** for which you want to plan a course schedule.
2. Review the default course filters and make any changes based upon your preferences.



3. Click the **Add Course** button to search for courses you wish to take for the upcoming term.

Courses can be added to your list by **Subject and Course Number**, by **General Education** attribute, by **Instructor**, by **CRN** or by **Other Attribute**.

When you are finished building your course list. Click the **Back to Generate Schedules** button.



Registration & Schedule Planner

4. **Optional:** Add a break by clicking the **Add Break** button.

*A break is any time that you are unavailable to take classes, such as work or athletic practice. **Generated course schedules will not conflict with your breaks.***

Breaks + Add Break

Select All ✕

Work Schedule

MWF - 8:00am to 12:00pm ⚙ Edit ✕

Spring 2023

5. Click the **Generate Schedules** button. Potential course schedules will display for your review. Hover over the magnifying glass to preview a schedule. Click **View** to review schedule details.

Schedules ⚙ Advanced Options 📅 View Schedules

↻ Generate Schedules 🔀 Shuffle

Generated 158 Schedules ✕

📄 Compare Select at least two schedules to compare side by side

View	1	🔍	☐	110-ART-01, 200-ECON-07, 210-FIN-06, 110-SOC-06
View	2	🔍	☐	110-ART-01, 200-ECON-03, 210-FIN-02, 110-SOC-06
View	3	🔍	☐	110-ART-01, 200-ECON-02, 210-FIN-02, 110-SOC-06
View	4	🔍	☐	110-ART-01, 200-ECON-01, 210-FIN-02, 110-SOC-06
View	5	🔍	☐	110-ART-01, 200-ECON-06, 210-FIN-02, 110-SOC-03
View	6	🔍	☐	110-ART-01, 200-ECON-04, 210-FIN-02, 110-SOC-03

6. When you identify a course schedule that you'd like to register for, click **Send to Shopping Cart**. Click the heart icon to "favorite" other potential course schedules or back-up schedules.

Potential Schedule for Spring 2023

← Back
🖨 Print
✉ Email
🛒 Send to Shopping Cart
❤ Favorite
🔀 Shuffle
⏪ Schedule 1 of 158 ⏩

ID: 30323505

You are viewing a potential schedule only and you must still register. ✕

	Status	CRN #	Subject	Course	Section	Seats Open	Waitlist Seats Available	Day(s) & Location(s)	Campus	Credits
🟢 i 🔒	Not Enrolled	41787	ART	110	01	98	0	MW 1:40pm - 2:55pm	Main Campus	3
🟡 i 🔒	Not Enrolled	44187	ECON	200	07	29	0	TR 1:40pm - 2:55pm	Main Campus	3
🔴 i 🔒	Not Enrolled	40177	FIN	210	06	39	10	TR 10:50am - 12:05pm	Main Campus	3
🟠 i 🔒	Not Enrolled	44290	SOC	110	06	34	5	TR 12:15pm - 1:30pm	Main Campus	3
										12

Registration & Schedule Planner

Course Registration

When you have a course schedule in your shopping cart, and it is your time to register, from the **Shopping Cart** tab, click the **Register** button. Your course registration request will be submitted.

Courses you are successfully registered for display on the **Current Schedule** tab with a status of Enrolled.

CRN #	Status	Subject	Course	Section	Day(s) & Location(s)	Campus	Credits
41787	Enrolled	ART	110	01	MW 1:40pm - 2:55pm	Main Campus	3
44187	Enrolled	ECON	200	07	TR 1:40pm - 2:55pm	Main Campus	3
40177	Enrolled	FIN	210	06	TR 10:50am - 12:05pm	Main Campus	3
44290	Enrolled	SOC	110	06	TR 12:15pm - 1:30pm	Main Campus	3
							12

Add, Drop, Withdraw, or Swap Courses

You can make changes to your course schedule from the **Current Schedule** tab.

1. **ADD:** If you know the 5-digit CRN of a course you wish to add, enter it in the box and click the **Register** button.

*If you need to find a course to add, use the **Build Schedule** tab to identify a course, send it to your **Shopping Cart** and then **Register**.*

My Current Schedule for Spring 2023

42817 Register

Add **: comma for multiple adds (e.g., 1234, 1200)

2. **DROP or WITHDRAW:** Click the Edit or Drop Classes button. The Registration Status dropdown menu will display available options. Click **Save** to submit your changes.

Edit or Drop Classes for Spring 2023

Course	Class Settings	Registration Status	CRN #	Day(s) & Location(s)	Campus	Credits
ART-110		Drop Web	41787	MW 1:40pm - 2:55pm	Main Campus	3

Cancel Save

3. **SWAP:** Click the swab button. Select a course that you wish to drop. Search for and select a new class that you wish to add. Click the **Swap** button to submit the registration request.

NOTE: Your requested registration swap will only be made if you are able to both successfully add and drop the requested courses.