

STUDENT PLANNING

VIEWING YOUR CLASS SCHEDULE

This handout will show the step-by-step process on how to view your class schedule using the Student Planning module of CWI's Online Self-Service program.

Log into your myCWI account – click on “My Toolkit for Students”



Click on “Plan & Register”



Click on “Plan & Register” one more time.



This will take you to the Academics home page. Scroll down to see a calendar showing your current class schedule.

Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

- 1 View Your Progress**
Start by going to My Progress to see your academic progress in your degree and search for courses.
Go to My Progress
- 2 Plan your Degree & Register for Classes**
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.
Go to Plan & Schedule

Programs	Cumulative GPA	Progress
Automotive Technology AAS	(2.000 required)	
Liberal Arts AA	(2.000 required)	

2017 Spring Semester Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
10am							
11am							
12pm							
1pm							
2pm							

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You can also see your schedule by clicking on Box 2 “Plan Your Degree and Register for Classes”.

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Plan your Degree & Register for Classes

Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.

[Go to Plan & Schedule](#)

Please note the calendar term. If the calendar has not defaulted to the desired term you may select the desired calendar by clicking the arrows to the left of the calendar name.

*Note that yellow classes are scheduled and green classes are registered. Planning your classes does not hold your space in the class, you must register.

< > 2017 Spring Semester - +

Filter Sections > Save to iCal Print

	Sun	Mon	Tue	Wed	Thu
9am					
10am		CBH-103-001		CBH-103-001	
11am					
12pm					
1pm					

ANTH-101: Physical Anthropology ×
[View other sections](#)

ANTH-102: Cultural Anthropology ×
[View other sections](#)

To print your schedule click on “Print”.

Schedule Timeline Advising Petitions & Waivers

< > 2016 Fall Semester +

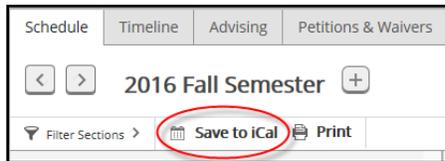
Filter Sections > Save to iCal Print

From this view you will be able to see which classes you have registered in and which you have planned or waitlisted.

2016 Fall Semester					Planned: 3 Credits	Enrolled: 3 Credits	Waitlisted: 0 Credits
Schedule Details							
Status	Course Title	Time	Location	Instructor			
Registered	ANTH-101-001 Physical Anthropology	MW 11:30 AM - 12:45 PM 8/22/2016 - 12/17/2016	Academic Building, 309	Gorrell, N			
Planned	ARTS-101-001H Art History 1	T 10:00 AM - 11:15 AM 8/22/2016 - 12/17/2016	Academic Building, 105	Brown, K			

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From the calendar view you may also export your class schedule to your personal calendar by clicking the “Save to iCal” button.



**Please see your personal calendar’s documentation in order to complete the calendar download.*

If you need additional help in resolving registration errors please contact our One Stop representatives in person, on the phone at 208-562-3000, or by email at onestop@cwidaho.cc.