## 🐵 Contra Costa College

## HOW DO I REGISTER FOR CLASSES VIA STUDENT PLANNING?

**1.** Go to **https://m.4cd.edu/** to log in using your Insite username and password.

CONTRA COSTA COLLEGE	College
Username	
Password	
■ Show password	Sal Marca
Forgot Password?	Login
Lookup Username	Change Password

2. Click the Plan-Progress to access the student planning.



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**3.** A Plan & Progress screen will appear. Click **Plan and Register**.



4. Search for classes in the **Course Search** box at the top of the page.

Course search (i.e., BUS-294)...

5. When you find the class you want, click Add Course to Plan.

## Add Course to Plan

- 6. Choose the correct semester/term from the drop down menu.
- 7. Click Add Course to Plan.
- 8. Click Back to Plan & Schedule.

< Back to Plan & Schedule

9. Click View other sections.

View other sections

**10.** Click the section you'd like to add to your schedule.



**11.** Click **Add Section** in the pop-up window.

## Add Section

**12.** Click **Register Now** to complete your class registration.

