

How to register for ESL classes



Go to our website

2

Go to www.utc.edu and click on MyMocsNet

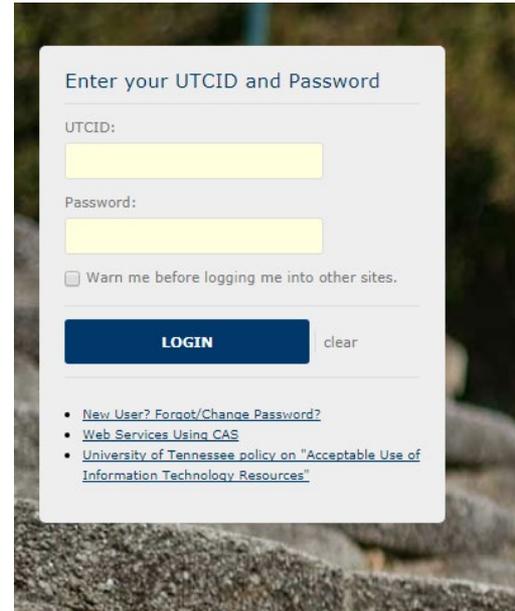


Log into your account

3

Enter your UTC ID and your password

If you do not have a password yet, please complete First-Time Password Setup here: www.utc.edu/pw

A screenshot of a web login form titled "Enter your UTCID and Password". The form has a light gray background and is overlaid on a blurred background image of a stone wall. It contains two input fields for "UTCID:" and "Password:", both highlighted in yellow. Below the password field is a checkbox labeled "Warn me before logging me into other sites." which is currently unchecked. At the bottom of the form is a dark blue "LOGIN" button and a "clear" link. Below the form, there are three bullet points with links: "New User? Forgot/Change Password?", "Web Services Using CAS", and "University of Tennessee policy on 'Acceptable Use of Information Technology Resources'".

Enter your UTCID and Password

UTCID:

Password:

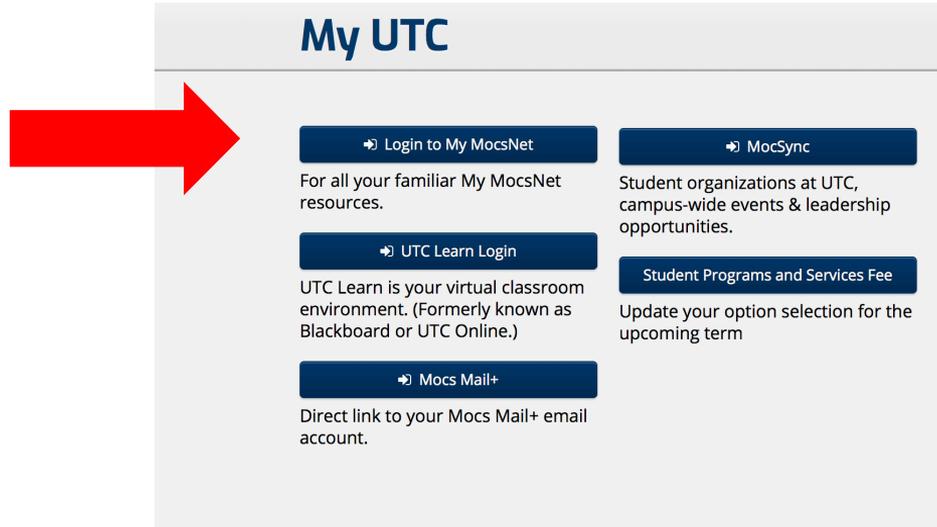
Warn me before logging me into other sites.

LOGIN clear

- [New User? Forgot/Change Password?](#)
- [Web Services Using CAS](#)
- [University of Tennessee policy on "Acceptable Use of Information Technology Resources"](#)

Click on Login to MyMocsNet

4



My UTC

[Login to My MocsNet](#)
For all your familiar My MocsNet resources.

[MocSync](#)
Student organizations at UTC, campus-wide events & leadership opportunities.

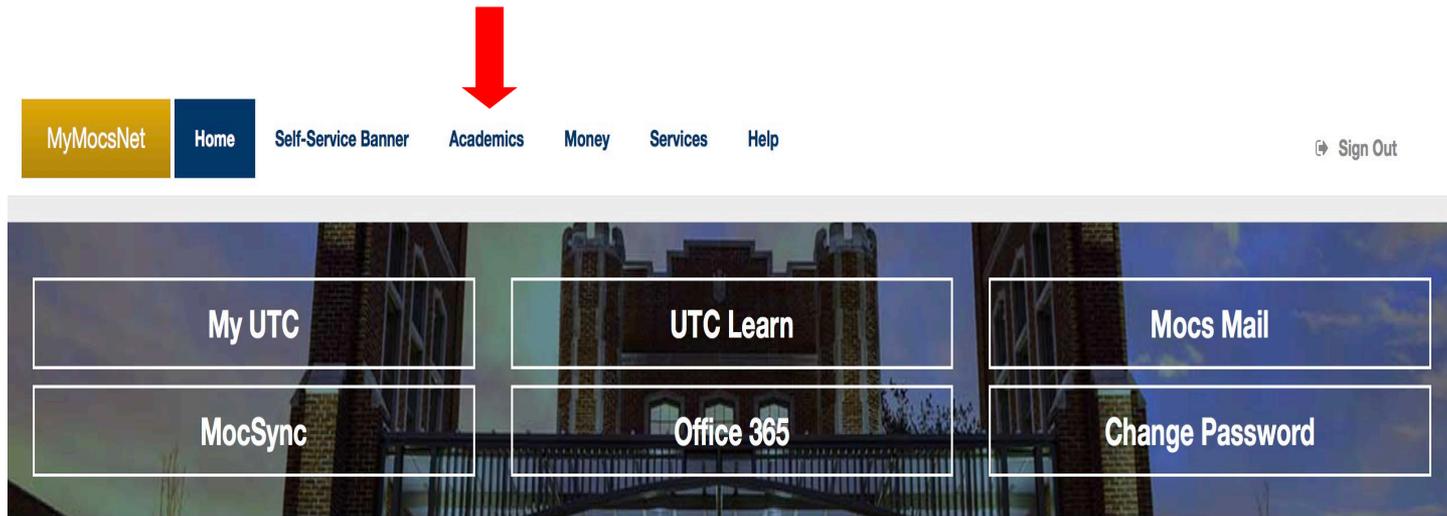
[UTC Learn Login](#)
UTC Learn is your virtual classroom environment. (Formerly known as Blackboard or UTC Online.)

[Student Programs and Services Fee](#)
Update your option selection for the upcoming term

[Mocs Mail+](#)
Direct link to your Mocs Mail+ email account.

Click on Academics

5



The screenshot shows the top navigation bar of the MyMocsNet website. A red arrow points to the 'Academics' link. Below the navigation bar is a grid of service tiles.

MyMocsNet	Home	Self-Service Banner	Academics	Money	Services	Help	Sign Out
My UTC	UTC Learn	Mocs Mail					
MocSync	Office 365	Change Password					

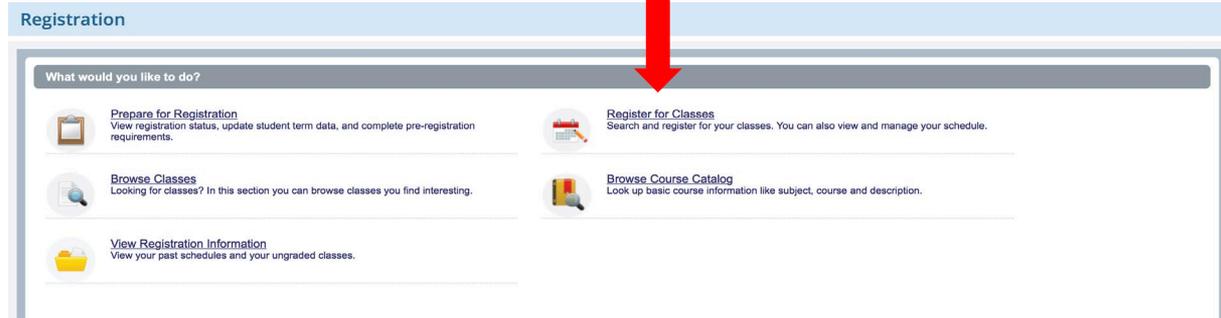
Registration and Student Records



- Registration Status 
- Schedule of Classes 
- Register, Add or Drop Classes 
- Registration Instructions 
- Holds 
- Unofficial transcript 
- Apply to Graduate 
- My Graduation Status 
- Request Enrollment Verification 
- My Final Grades 
- My Midterm Grades 
- Order Textbooks Online 

Click register for classes

7



The screenshot shows a web interface for registration. At the top, a light blue header contains the word "Registration". Below this is a dark grey bar with the text "What would you like to do?". Underneath, there are five options, each with an icon and a title. A large red arrow points down to the "Register for Classes" option.

Registration

What would you like to do?

-  **Prepare for Registration**
View registration status, update student term data, and complete pre-registration requirements.
-  **Register for Classes**
Search and register for your classes. You can also view and manage your schedule.
-  **Browse Classes**
Looking for classes? In this section you can browse classes you find interesting.
-  **Browse Course Catalog**
Look up basic course information like subject, course and description.
-  **View Registration Information**
View your past schedules and your ungraded classes.

Select your semester and click submit

Select a Term

Terms Open for Registration

Spring 2019

Search for you class subject and click search

9

Enter Your Search Criteria ?

Term: Spring 2019



Subject

Course Number

English as a Second Language

Keyword

Part Of Term

Level

Find your class and click add

Search Results — 9 Classes

Term: Spring 2019 Subject: English as a Second Language

Search Again

Title	Subject	Course Num	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	
ESL Level 3 Pre-Intermediate... Lecture	ESL	NC13R	0	0	28339	Spr...	Matthew Bryant (Primary) Sarah Perry	S M T W T F S 09:00 AM - 12:00 PM Type: Class	UT ...	12 of 12 seats r... Time Conflict!	Add
ESL Level 4 Intermediate PT Lecture	ESL	NC14R	0	0	28341	Spr...	Kathy Ingram (Primary) Sarah Perry	S M T W T F S 09:00 AM - 12:00 PM Type: Class	UT ...	12 of 12 seats r... Time Conflict!	Add
ESL Level 5 Upper-Intermedi... Lecture	ESL	NC15R	0	0	28826	Spr...	Chasidi Rodgers (Prima... Sarah Perry	S M T W T F S 09:00 AM - 12:00 PM Type: Class	UT ...	12 of 12 seats r... Time Conflict!	Add



When finished, make sure you click submit

11

Summary						Tuition and Fees
Title	Details	Hours	CRN	Schedule Ty	Status	Action
ESL Level 3 Pre-Intermediate... Lecture	ART 4190R,...	3	29189	Lecture 1	Registered	None
ESL Level 4 Intermediate PT Lecture	LAT 1020, 0	3	20861	Lecture	Registered	None
ESL Level 5 Upper-Intermedi... Lecture	MGT 3150, 02	3	20593	Lecture	Registered	None
ESL Level 6 Advanced PT Lecture	MKT 3130, 0	0	29432	Internet...	Waitlisted	None
Billing: 9 CEU: 0 Min: 0 Max: 20						
Conditional Add and Drop						Submit





CONGRATULATIONS!

You are now **“WEB REGISTERED”**
The next step is to complete your payment