**MyCSUEB – Student Homepage**

**Class Search and Enroll**

**Step 1:** Log in to [MyCSUEB](https://www.csueastbay.edu/mysueb/) and access the Student Homepage.

**Step 2:** Click on Manage Classes tile.

**Step 3:** Click on Class Search and Enroll in the left menu bar.

**Step 4:**
Select a term for which you want to search classes and/or enroll.

<table>
<thead>
<tr>
<th>Select a Value</th>
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<tbody>
<tr>
<td>Terms prior to Summer Session 2022</td>
</tr>
<tr>
<td>Terms on or after Summer Session 2022</td>
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<tr>
<td>Summer Session 2022</td>
</tr>
<tr>
<td><strong>Fall Semester 2022</strong></td>
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</tbody>
</table>
Step 5:
Enter a keyword in the “Search For Classes” field and click on the double arrow button to search. You can also click on the “Additional ways to search” link to search by subject, catalog number, or instructor name to locate a class.

**1** Enter a keyword for the search such as course subject, catalog number, GE area, or course title.

**2** Click on double arrow button to begin search.

**3** “Additional way to search” link for other search fields.

**4** Favorites and Recently Viewed section to view courses that you have marked as a favorite or recently viewed courses.

Step 6:
View search results and use filters to narrow down the class search results. By default, you will only see open classes, but you can uncheck the open classes in the filter to see all classes (open, closed, wait list).

**1** View search result based on your filter selection.

**2** Filter selections to narrow your search results. Scroll down for more filters.
Step 7: Select a class section that you want to enroll in.

Click on the section you want to enroll in.

Click on the class link for more class information including pre-requisites, class meeting times, and enrollment information.

Expand Course Information to view more course details.

Add to favorite courses link allows you to add a course to favorites.

Step 8: Complete all four steps and submit your selection to enroll/wait list a course.

Review Class Selection and click Next.
Review Class Preferences and click on **Accept**.

1. If class is full and a wait-list is open, slide button to "Yes" to add to wait-list.
2. If needed, enter permission number.

Select **Enroll** or **Add to Cart** and click on **Next**.

1. Courses added to your Shopping Cart are **NOT** on hold.

Review and Submit, then click Submit.

**Confirmation:** You will receive a message that the course(s) have been added to your schedule.