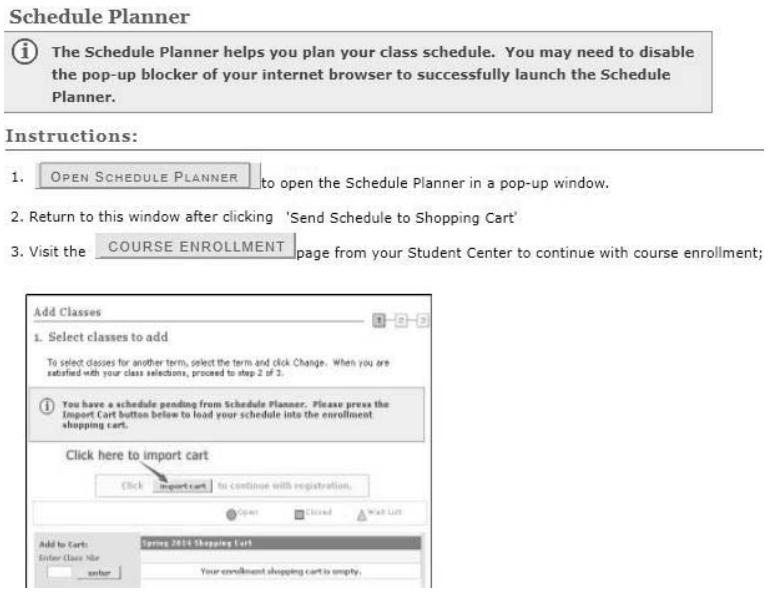
COLLEGE OF
BUSINESS & ECONOMICS

Class Schedule Planner

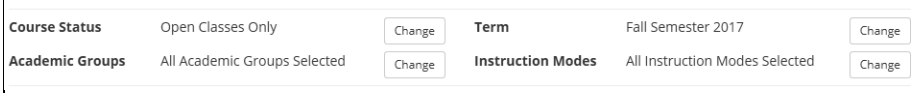
As you plan to register, make sure you identify the courses that are needed for timely degree completion. Once you are ready to create an optimal class schedule:

- Click on the **Schedule Planner** button in the Student Center and follow instructions.



Select **COURSE STATUS**

Select **TERM OF ENROLLMENT**



ADD COURSES

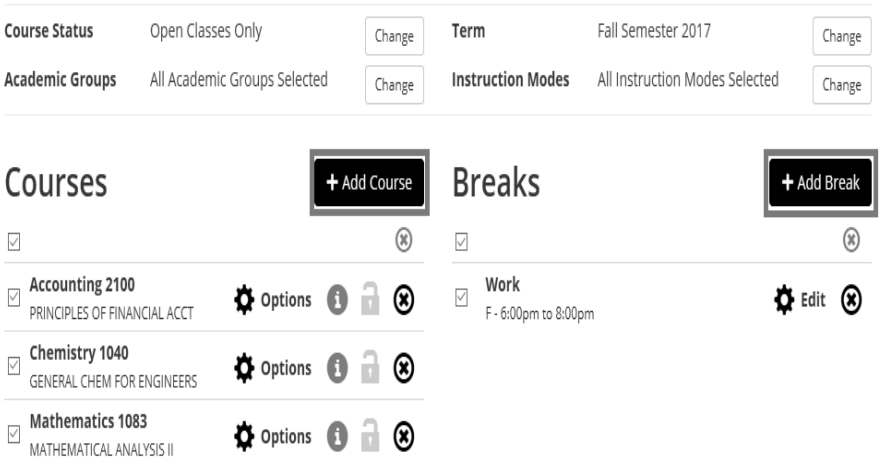
- Click **ADD COURSE.**
- Add desired courses individually or load your planned courses from your Degree Planner.

ADD BREAKS

- Enter a break name
- Select start/ end times and day

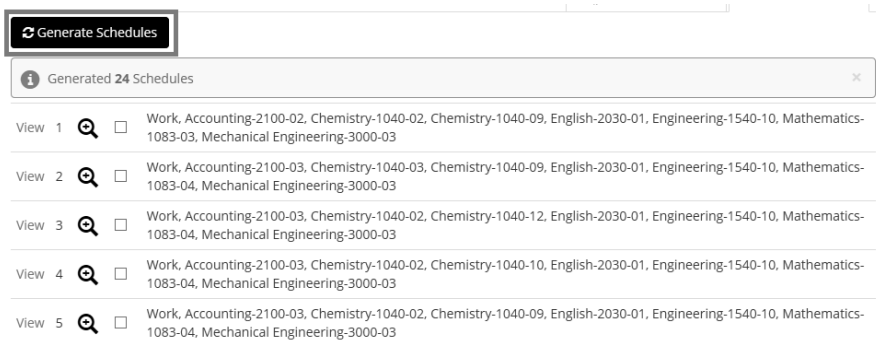
SHOPPING CART

- Verify your shopping cart entries



GENERATE SCHEDULES

- A **LIST** of available schedules will appear based on course selection and break entries
- **HOVER** over the magnifying glass to see the potential schedule.
- **COMPARE** up to four schedules at a time.



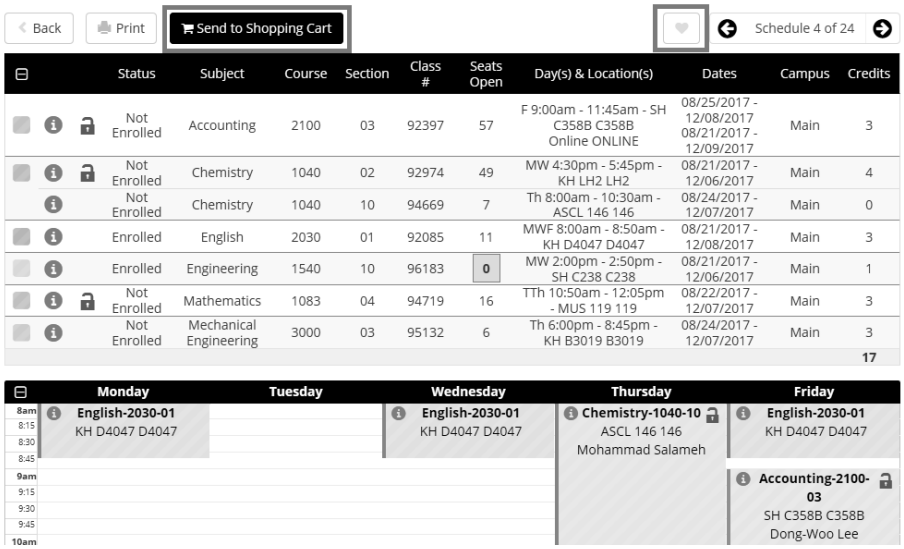
FINDING THE OPTIMAL SCHEDULE

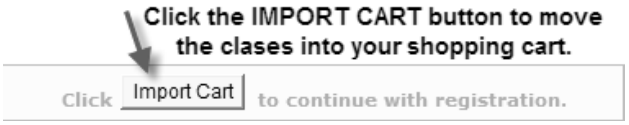
You can narrow schedule results by clicking the **LOCK** icon. Please note that this feature does not guarantee the preferred section; you must still complete the enrollment process through MyCSULA.

You can also save and name a preferred schedule as a **Favorite.**

Ready to Enroll?

- Click **SEND SCHEDULE TO SHOPPING CART** and follow the instructions.
- **IMPORT CART** into your Shopping Cart.





SHOPPING CART

- **VALIDATE** all of your classes prior to submitting them for enrollment. The system will check for possible conflicts and eligibility.
- Once you are able to register for classes, select the classes and click **ENROLL.**
- You can repeat the process to add additional courses as well.

