


Building and Changing Your Class Schedule

To Access MyPVCC > SIS

1. Go to www.pvcc.edu
2. Click 
3. Enter username and password
4. Click Sign In
5. Click on SIS – Student Information System

View Your Class Schedule

1. Click **Student Center**
2. Click **Enroll**. You may have to choose the term you wish to view.
3. Click **My Class Schedule**. You may have to choose the term you wish to view.

Enroll in a Class

1. Click **Student Center**
2. Click **Search**
3. Enter the Subject (PSY, BUS, etc.)
4. Enter the Course Number (230, 100, etc.)
5. Click **Search**
6. Select the desired schedule option
7. Click **Next**
8. Click **Proceed to Step 2 of 3**
9. Click **Finish Enrolling**
10. Check for the green check next to your class
 - a. You can confirm by checking Your Class Schedule

Drop a Class

1. Click **Student Center**
2. Click **Enroll**
3. Click **Drop**
4. Select class to drop
5. Click **Drop Selected Classes**
6. Click **Finish Dropping**
 - a. You can confirm by checking Your Class Schedule