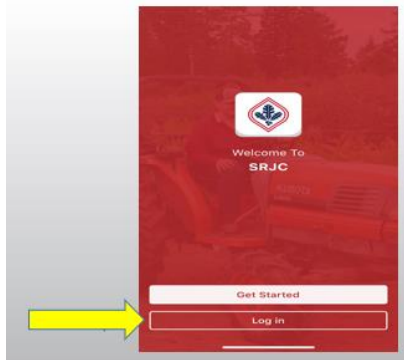


# Como inscribirte en clases via mySRJCAApp

Necesitas tu número de estudiante, tu contraseña y el número de sección de la clase o las clases en la cuales te quieres inscribir. Instale y abre MySRJCAApp en tu celular. Haz clic en **Log in**



Anote tu nombre de usuario (Username = número de estudiante de 9 dígitos) y tu contraseña (Password). A continuación, haz clic en **Log in**

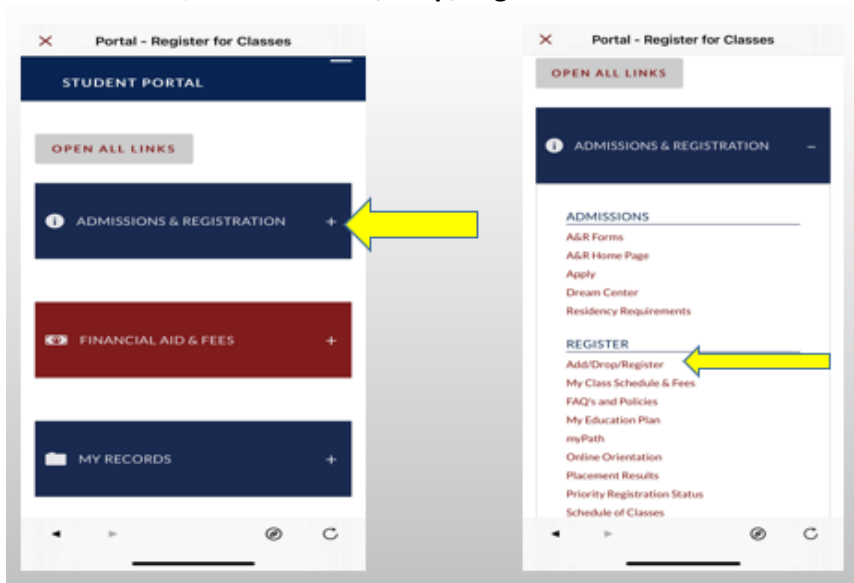
**Si has olvidado tu nombre de usuario o contraseña, haz clic en Student Login Help** (Ayuda para poder entrar al portal de estudiante) para solicitarlo. La información (nombre de usuario o contraseña) te va a llegar a tu correo electrónico que tenemos en nuestros archivos.



Haz clic en **Student Portal**



Haz clic en + (plus) junto al título azul **ADMISSIONS & RECORDS**. A continuación, haz clic en **Add/Drop/Register**



Selecciona el semestre (i.e. FALL 2025) en el que deseas inscribirte. En caso que no sepas el número de sección de la clase en la que deseas inscribirte, haz clic en [Schedule of Classes](#) . (horario de clases)

The screenshot shows the SRJC-myCubby interface. At the top, it says "SANTA ROSA JUNIOR COLLEGE" and "SRJC-myCubby". Below that, it indicates the user is logged in. A navigation bar shows "Select Semester > Add/Drop > View Cart > Optional Services > Checkout > Receipt". A progress bar is at "Step 1 of 6". The main content area says "Please select a semester to make schedule changes." and lists radio button options for Spring 2025, Fall 2024, Summer 2024, Spring 2024, and Fall 2023. A yellow arrow points to the "Spring 2025" option. Below the list, it says "If you do not know the classes you want to register for, please browse the [Schedule of Classes](#) ." A yellow arrow points to this link. On the left, there is a sidebar menu with various options like "New Student Portal", "Student Portal Home", "Apply", "Add/Drop/Register", "View Grades", "Purchase Optional Fees", "Pay Fees", "Check myCertificate progress", "Check myDegree progress", "Schedule of Classes", "FAQs and A&R Policies", "Contact Us", "CA Voter Registration", and "Make a Report".

En caso de que todavía no te toca inscribirte, verás un mensaje en rojo, así como tu fecha de inscripción.

The screenshot shows the SRJC-myCubby interface. At the top, it says "SANTA ROSA JUNIOR COLLEGE" and "SRJC-myCubby". Below that, it indicates the user is logged in. A navigation bar shows "Select Semester > Add/Drop > View Cart > Optional Services > Checkout > Receipt". A progress bar is at "Step 1 of 6". The main content area has a red message: "You cannot register online at this time for the following reasons:" followed by a red bullet point: "It is currently not your priority time slot to register. Your priority time is: Your priority registration for the Spring 2025 semester begins Wednesday, December 4, 2024 at 7:00 a.m." Below this, it says "Please select a semester to make schedule changes." and lists radio button options for Spring 2025, Fall 2024, Summer 2024, Spring 2024, and Fall 2023. A yellow arrow points to the "Spring 2025" option. Below the list, it says "If you do not know the classes you want to register for, please browse the [Schedule of Classes](#) ." A yellow arrow points to this link. On the left, there is a sidebar menu with various options like "New Student Portal", "Student Portal Home", "Apply", "Add/Drop/Register", "View Grades", "Purchase Optional Fees", "Pay Fees", "Check myCertificate progress", "Check myDegree progress", "Schedule of Classes", "FAQs and A&R Policies", "Contact Us", "CA Voter Registration", and "Make a Report".

En caso de que la clase ya esté llena, el sistema te pedirá un Código de Adición (Add Code). Puedes enviarle un correo electrónico al instructor y solicitar un código de adición o puede llamar a la Oficina de Servicios Estudiantiles al 707-527-4229 para obtener ayuda.

Escribe el número de sección de 4 dígitos de la clase en la que deseas inscribirte. A continuación, haz clic en **Add to Cart**

The screenshot shows the SRJC-myCubby interface. At the top, it says "SANTA ROSA JUNIOR COLLEGE" and "SRJC-myCubby". Below that, it indicates the user is logged in. A navigation bar shows "Fall 2024 > Add/Drop > View Cart > Optional Services > Checkout > Receipt". A progress bar is at "Step 2 of 6". The main content area says "If you know the section number you want to register for, enter it into the box provided. If not, please browse the [Schedule of Classes](#)". Below this, there is a section titled "Enter Section Number" with a text input field and an "Add to Cart" button. A yellow arrow points to the "Add to Cart" button. Below the button, it says "You are not currently enrolled in any classes." and "There are currently no classes in your cart." On the left, there is a sidebar menu with various options like "New Student Portal", "Student Portal Home", "Apply", "Add/Drop/Register", "View Grades", "Purchase Optional Fees", "Pay Fees", "Check myCertificate progress", and "Check myDegree progress".

Si deseas añadir más clases a tu horario, haz clic en **More Schedule Changes**. De lo contrario, haz clic en **Proceed to Checkout**.

Nota para las clases de GED ( College Skills): CSKLS 731 o CSKLS 741 duran sólo 8 semanas. Si desea clases para todo el semestre de otoño o primavera (16 semanas), también necesitas inscribirse en CSKLS 732 o CSKLS 742.

Para completar tu inscripción en las clases, haz clic en **Finalize Schedule Changes**

| Sect | Course     | Status | Days | Hours          | Instructor | Location                   | Units | P/NP | Dates       | Remove |
|------|------------|--------|------|----------------|------------|----------------------------|-------|------|-------------|--------|
| 1847 | EMLS 713CP | Add    | TTH  | 8:45am-12:00pm | Loheyde K  | SRC692 Portables, Roseland | 0.00  |      | 10/15-12/10 |        |

| Fee Description                  | Amount        | Amount Waived | Paid by Outside Agency | Paid from Refund | Balance Due |
|----------------------------------|---------------|---------------|------------------------|------------------|-------------|
| Waive Student Representation Fee | \$2.00        | \$2.00        |                        |                  |             |
| Health Services Fee              | \$26.00       | \$26.00       |                        |                  |             |
| <b>Total Amount Due:</b>         | <b>\$0.00</b> |               |                        |                  |             |

Haz clic en **Logoff**. Has finalizado tu inscripción en las clases con éxito y recibirás un recibo a tu dirección de correo electrónico.

| Semester  | Section | Course Title | Status | Days | Hours          | Instructor | Location                   | Units | Unique ID |
|-----------|---------|--------------|--------|------|----------------|------------|----------------------------|-------|-----------|
| Fall 2024 | 1847    | EMLS 713CP   | Add    | TTH  | 8:45am-12:00pm | Loheyde K  | SRC692 Portables, Roseland | 0.00  | 13219020  |

| Fee Description           | Amount         | Paid | Refunded | Waived  | Paid by Sponsor | Paid by Financial Aid | Balance Due   |
|---------------------------|----------------|------|----------|---------|-----------------|-----------------------|---------------|
| Health Services           | \$26.00        |      |          | \$26.00 |                 |                       | \$0.00        |
| Stdnt Representation      | \$2.00         |      |          | \$2.00  |                 |                       | \$0.00        |
| <b>Total Amount Paid:</b> | <b>\$28.00</b> |      |          |         |                 |                       | <b>\$0.00</b> |