Review Your Advisement Report in MyGeorgeFox

- Log in to MyGeorgeFox.
- From the Student Homepage, select the "Academic Progress" tile.
- Choose "My Academic Requirements" from the left menu bar.
- Use this to view your degree requirements and confirm what you still need to take.
  - Be aware of both course and credit requirements.
- You can review courseplans.georgefox.edu for a recommended degree plan.

View Course Listings

- Log in to MyGeorgeFox.
- From the Student Homepage, select the “Campus Resources" tile.
- Choose “Course Schedule” from the left menu bar.
  - Select the “term”, the class level (traditional undergraduate), and the subject you are looking for classes in. It will give you all of the course options within that subject you selected.
  - The courses listed in red are full and you can see if there are students on the waitlist.
  - The courses listed in black are still open.
- Make note of the 4-digit course number for the courses you want to add.
- When you have chosen the courses you are interested in enrolling in, return to your MyGeorgeFox student homepage.

Add Classes to Your Shopping Cart

- From the Student Homepage, select the “Manage Classes” tile.
- Choose “Add Classes” from the left menu bar.
- Choose the correct term in which you want to enroll in courses for.
- Enter the 4-digit course code you took note of and then hit “Enter” on your keyboard to search.
- Click on the course.
- Click on the course yet again on the next screen.

Step 1: Review your selection again to make sure it is the one you want to enroll in and click “Next".

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Add Classes to Your Shopping Cart Continued

Step 2: If the class is full, you will need to give the system permission to add you to the waitlist and you can do that by marking “Yes” to the question “add to waitlist if class is full?”
- Most courses do not require a permission number but if you have one, you will need to enter it on this step in the text box.
- Click “Accept”.

Step 3: If registration is open for the term you selected at the beginning, choose “enroll”. If registration is not open, select “Add to Shopping Cart” so you are able to enroll later.
- Click “Next”.

Step 4: Review your selection one more time and click “Submit” and “Yes” to the pop-up.
  - If you see a green check mark then adding the class was successful.
  - If you see a red “X” the system will give you a note and let you know why the course could not be added.