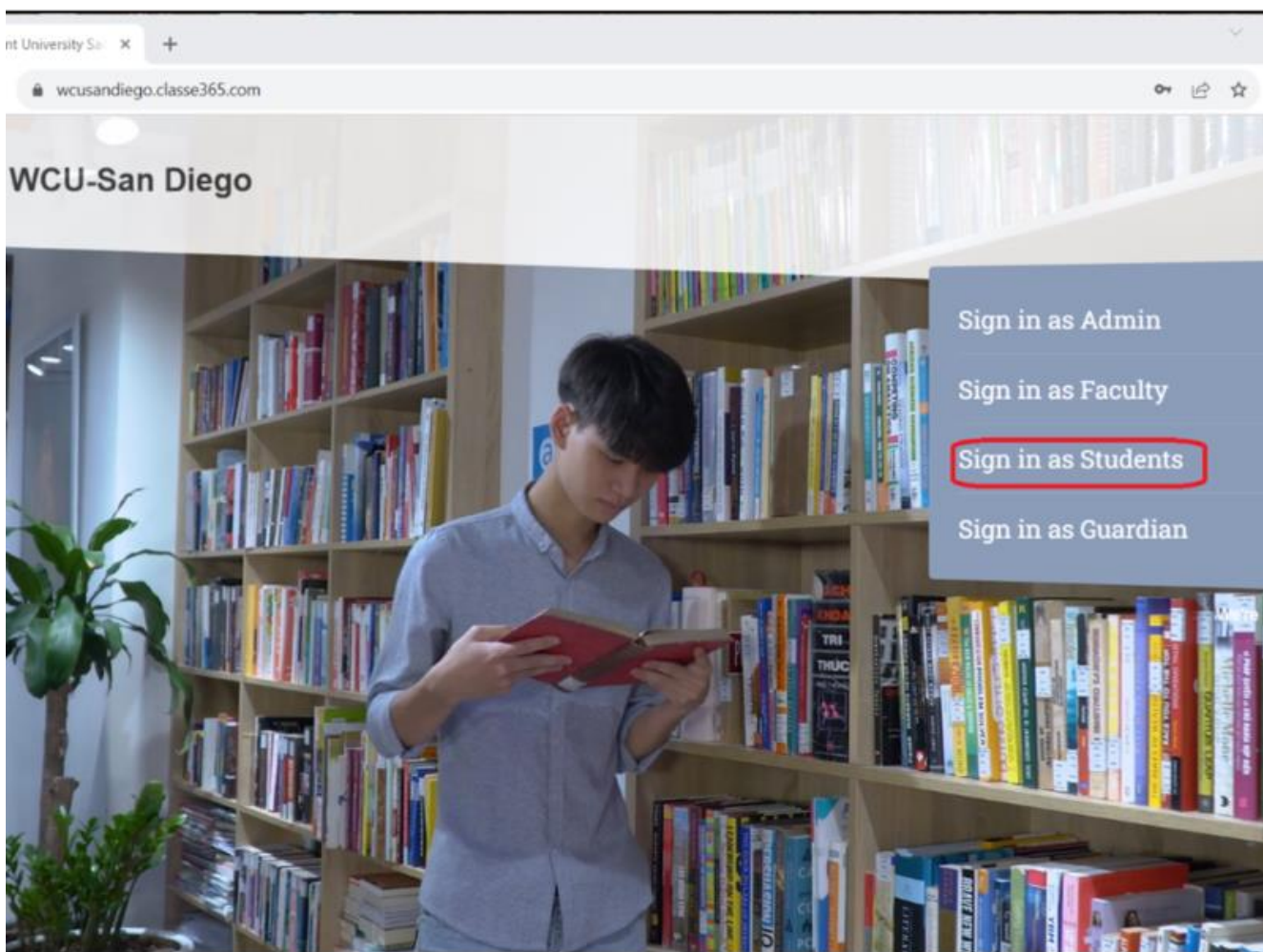




### **Course Registration Manual**

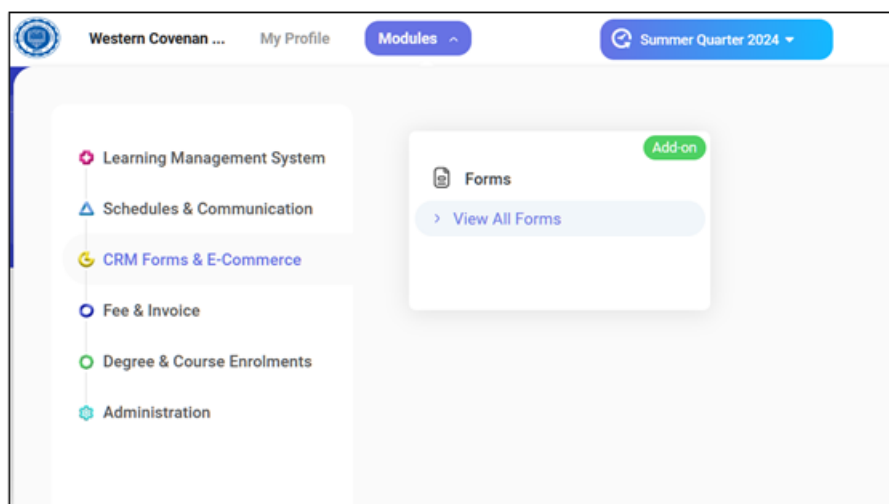
(Course registration is not possible on the Cell phone classe365 App, so it must be used web browser on Laptop or Desktop.)

1. Go to <https://wcusandiego.classe365.com/>
2. Click Sign in as Student on the right side of the screen.





3. Enter the ID (Your email) and password you received from the school.
4. If you do not know your ID or password, contact [sdinfo@wcuniversity.edu](mailto:sdinfo@wcuniversity.edu) or call 858-768-0011



5. Click the [Modules]—>[CRM Forms & E-Commerce]—>[View All Forms]

Forms					
Sr. No.	Name	Type	Start Date & Time	End Date & Time	Status
1	ONLINE APPLICATION FOR INTERNATIONAL STUDENT	Students Pre-admission			<a href="#">Submit</a>
2	OFFICIAL DOCUMENT REQUEST	Generic Forms			<a href="#">Submit</a>
3	ONLINE APPLICATION FOR CHANGE OF STATUS(COS)	Students Pre-admission			<a href="#">Submit</a>
4	2024 SUMMER COURSE REGISTRATION - Bachelor of Arts in Business Administration (BABA)	Students Pre-admission	06-15-2024 12:00 AM	06-30-2024 11:59 PM	<a href="#">Submit</a>
5	2024 SUMMER COURSE REGISTRATION - Bachelor of Science in Computer Science (BSCS)	Students Pre-admission	06-15-2024 12:00 AM	06-30-2024 11:59 PM	<a href="#">Submit</a>
6	2024 SUMMER COURSE REGISTRATION - Master of Arts in Religion (MAR)	Students Pre-admission	06-15-2024 12:00 AM	06-30-2024 11:59 PM	<a href="#">Submit</a>
7	2024 SUMMER COURSE REGISTRATION - Master of Business Administration (MBA)	Students Pre-admission	06-15-2024 12:00 AM	06-30-2024 11:59 PM	<a href="#">Submit</a>



6. Select the Course Registration file corresponding to the student's major and click the [Submit] button.

**2024 SUMMER COURSE REGISTRATION - Bachelor of Arts in Business Administration (BABA)**  
This is the course registration form for **Bachelor of Arts in Business Administration (BABA)**. You still must register for a class to be enrolled in it. F-1 status requires you to be a full time student per quarter.

**STEP 1. PERSONAL INFORMATION**

Student ID Number*	SFA2321000	First Name*	Sophia
<small>Please use the Student ID Number (found on My Profile) and make sure that all information such as email and full name are the same as on your student profile. (ex. SFA2321xxx)</small>			
Last Name*	Fernandez	Email*	student@gmail.com
Phone Number*	858-777-9999	Major*	Bachelor of Arts in Business Administration

**Next**

7. Input Student information.

**Quarter\*** Summer Quarter 2024

**Elective Course Title\***

- Intermediate Accounting I (Bachelor of Arts in Business Administration - Summer Quarter 2024)
- Basic Management Communication (Bachelor of Arts in Business Administration - Summer Quarter 2024)
- Data Mining (Bachelor of Arts in Business Administration - Summer Quarter 2024)

**Previous** **Next**

8. Select Quarter and take course title. Bachelor student take minimum 3 courses. Master student take minimum 2 courses.