How to Register for Classes Online Through the Rock

1. Go to rrcc.edu and click on the rock icon at the top of the page.

2. Log in with your S number and password.
3. On your dashboard, select Look Up Classes/Class Search.

4. On the next screen, use the dropdown to select the term you want to register for, then click Submit.
5. If you see the student payment agreement, make sure you read it. Then scroll to the bottom and click “I Agree.”

6. On the Look Up Classes page, scroll down to the subject of the class you want. Click on it, then click Course Search.
7. On the next page, find the course you want and click View Sections.

8. This will take you to a page that lists all available sections of that class.
9. Here’s how to choose the right class from this list:
   
a. Check the far-left column (labeled Select). If there’s a checkbox here, this section is open for registration.

b. You can click on the CRN (blue, 5-digit number on the left) to get more information on the class such as prerequisites, corequisites, hybrid course information, etc.

c. Check the days and times to see if they work for your schedule.
   i. Each day of the week is represented by one letter:
      - M = Monday
      - T = Tuesday
      - W = Wednesday
      - R = Thursday
      - F = Friday
      - S = Saturday
      - U = Sunday
      So, TR means Tuesdays and Thursdays, MW means Mondays and Wednesdays, etc.
   ii. TBA usually means this is an online class with no set class times.

d. Next, check the Date column. Full semester classes run August to December or January to May. If the dates are different, that means this is a late-start or accelerated section.

e. The Location column tells you where the class will take place.
   i. A room number such as REA 1153 means this class is held at the Lakewood campus.
   ii. Arvada means the class is held at the Arvada campus.
   iii. RDL Remote means that this is an online class with set class times.
   iv. RRCCOnline means the class is online only, with no set class times and a Red Rocks instructor.
v. CCCOnline means the class is online only, with no set class times and an instructor at another Colorado community college. (These classes work just like RRCC classes; there’s just a different link to log on.)

10. When you’ve selected the section you want, click the checkbox on the left, then click Register at the bottom of the page.

11. The next page should say Web Registered for each class. If so, congratulations, you’re registered!

Registering for Classes with Corequisites

If you wish to take a paired class, such as MAT 055 + 121 or CCR 094 + ENG 121, or special paired courses, you will need to take the following additional steps:

1. Search for the first class you want (e.g. MAT 055) as you did above.

2. Click the checkbox for the section you want.

3. Take note of the section number (5th column, Sec). **Corequisite classes have the same section number.**

4. Instead of clicking Register, click Add to WorkSheet.
5. This will take you to your worksheet, with the CRN for the first class filled in.

6. Click Class Search.

7. Navigate to the second class (eg MAT 121) as above.

8. Find the paired section. You can click on the CRN to make sure you’ve selected the correct section.

9. Click the checkbox and select Add to Worksheet.

10. Now your worksheet will have 2 CRNs in the boxes.

11. Click Submit Changes.

12. The next page should say “Web Registered” twice, once for each class.
If You Get an Error Message

Carefully read the message, and take a screenshot! If you can’t resolve the error on your own, sharing a screenshot with your advisor will help us troubleshoot.

Common errors include:

• Prerequisite Errors:
  o Check the prerequisites by clicking the CRN or in the course catalog.
    ▪ CCR 092 or 094 means college level English ability. Most courses list this as a prerequisite, and some also list MAT 050 or MAT 055. These can be met with prior coursework or with test scores (SAT, ACT, or Accuplacer). If you’re unsure, contact your advisor.
  o If you haven’t met the prerequisite, sign up for the prerequisite class first.
  o If you believe you have met the prerequisite, yet the error persists, contact an advisor for help.

• Corequisite Errors:
  o If the error states that a class is paired with another class, either register for the correct sections by following the steps above, or select a different section that does not have a corequisite.

• Other Registration Errors:
  o Take a screenshot and reach out to Advising at advising@rrcc.edu or Admissions at admissions@rrcc.edu for help. Please include your name, S number, and the subject, course number, section number, and CRN of the section you’re trying to register for (eg MAT-121-041, CRN 23456).