

How to Get Registered for Dual Enrollment Classes at SPC



The SPC DE office is set up to help ensure your success as a dual enrollment student. Please contact this SPC DE office should you require additional information or assistance:

SPC Dual Enrollment South County Office

Location: SPC Seminole Campus (PW702)

Coordinator: Sherry Pantelides, 727-394-6164 and Administrative Specialist: Lynne Wolf, 727-394-6023

E-mail: DE_SouthCounty@SPCollege.edu

INSTRUCTIONS TO SEARCH FOR AVAILABLE CLASSES

STEP 1: You do not have to log in. Use this link: https://web.spcollege.edu/classes

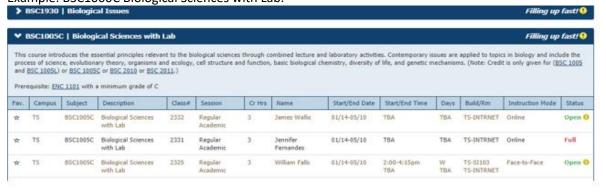
STEP 2: Begin by clicking on the Term, I.E. Spring, Summer, or Fall.

STEP 3: Next go to the Left side of the page under Class Search.



Click on any letter. For example: click on the letter B and a list of classes that begin with the letter B will appear. Or use the list search bar below and enter any keyword you choose. Enter: Composition. Click Find. Any course entitled "Composition" will display.

STEP 4: Click on the arrow on the left of the course title, and you can access course information and class sections. Example: BSC1000C Biological Sciences with Lab.



STEP 5: Refine your search by campus, modality, day of the week, times and session type.

FILTER CLASS BY CAMPUS

FIND CLASSES BY MODALITY

FILTER CLASS BY DAY

FILTER CLASS BY TIME

FILTER CLASS BY SESSION

A class that is open at the time of your search, may not have available seats at the time of actual registration. For this reason, several alternate choices should be included on your permission form.

- ❖ Dual enrollment students **do not** have access to self-enrollment.
- ❖ Be aware some classes may have **pre- or co-requisites**.
- Make sure you are aware of registration and textbook pickup and return deadlines.

STEP 6: Complete the registration paperwork with your school counselor. Upon receipt of the enrollment confirmation email, please verify that the classes are at the correct day, time and campus. Be sure to mark your calendar to pick up your books on the correct day.