

Enrolment and Class Schedule Building

Version 219

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Follow these steps to build your Class Schedule:

1. Log in to [Student Home](#).
2. Select the Manage Classes tile.
3. Select Build Schedule.

[Step-by-step instructions](#) and [additional resources](#) are available on how to create your class schedule.

Once complete, review your class schedule in [Student Home](#) by selecting "Manage Classes" followed by "View my Classes." You can also view your schedule using the [Seneca Mobile App](#).

Need more help? A series of workshops are being held to support you with building your class schedule.

Enrolment and Class Schedule Building Workshops

Learn how to enrol in your courses, get tips on building your class schedule, and ask general financial aid questions with the Registrar's Office.

Register to attend by selecting a session below:

- [Tuesday, Dec. 16 – 3 to 4 p.m. Virtual \(Microsoft Teams\)](#)

Student Advising: Drop-In Advising Sessions

Your Student Advising team is here to support your class schedule building questions, please join one of these virtual or in-person drop-in sessions after you have attended an Enrolment and Class Schedule Building workshop to get support and understand your academic progression. You can also visit [The Service Hub](#) for in-person drop-in support for your enrolment questions.

Virtual Drop-in Sessions:

- [Thursday, Dec. 18 – 11 a.m. to 12 p.m. Virtual \(Microsoft Teams\)](#)

COM 101 versus COM 111

Do you have questions about the COM 101 and COM 111 communications courses? Join this session to understand the difference between the COM courses and how your placement is determined.

- [Thursday, Dec. 18 – 10 to 11 a.m. Virtual \(Microsoft Teams\)](#)

During the open enrolment period for your term, you can see which COM class you need to take by doing the following:

1. Log in to [Student Home](#).
2. Select **Manage Classes** and then **Build Schedule** to open the Visual Schedule Builder. [Learn how to use the Visual Schedule Builder](#).
3. Select **My Requirements** to view the courses you need to take.

The [Enrolling in COM or MATH courses](#) tip sheet provides more detailed information on how to add these to your schedule.

For more information, visit the [School of English & Liberal Studies](#) (SELS) page.

Resources for selecting general Education and Liberal Studies courses

- [General Education and Liberal Studies Tip Sheet](#)
- [Adding General Education and Liberal Studies options to your schedule](#)

tags : orientation, startup