




# How to Register for the Math Center

# Step 1: Log into myHancock



ALLAN  
HANCOCK  
COLLEGE

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USERNAME

PASSWORD

☐ SHOW PASSWORD

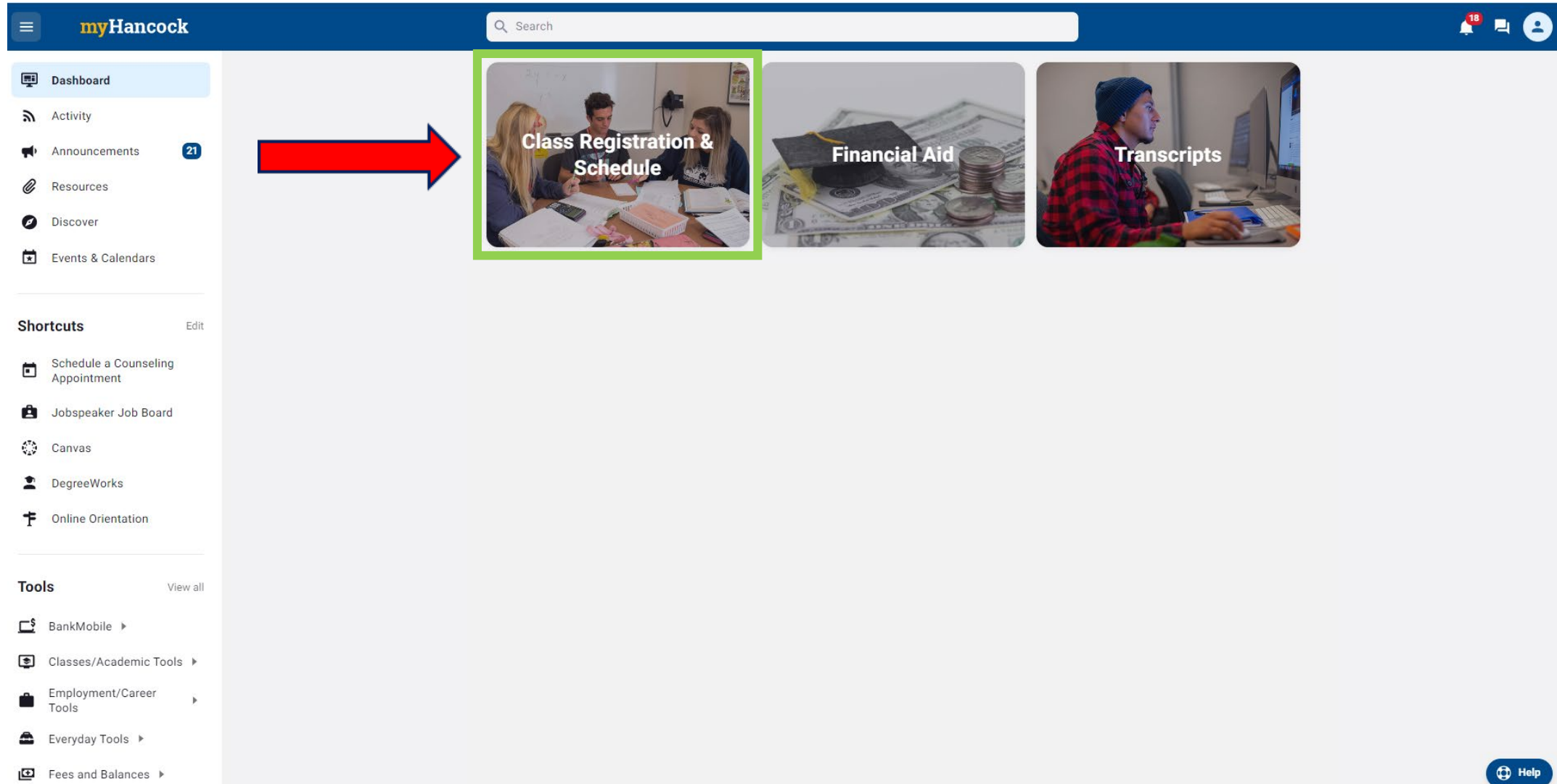
Login

[Forgot Password](#) | [Forgot Username?](#)

First time logging in? Set your password with the gold button:

New Hancock College Users

# Step 2: Hover over “Class Registration & Schedule”



# Step 3: Click on “Register/Add/Drop Classes”

The screenshot shows the myHancock portal dashboard. The top navigation bar is dark blue with the myHancock logo, a search bar, and notification icons. The left sidebar contains a menu with categories: Dashboard, Activity, Announcements (21), Resources, Discover, and Events & Calendars. Below this are Shortcuts (Schedule a Counseling Appointment, Jobspeaker Job Board, Canvas, DegreeWorks, Online Orientation) and Tools (BankMobile, Classes/Academic Tools, Employment/Career Tools, Everyday Tools, Fees and Balances). The main content area features a 'Class Registration & Schedule' panel with three buttons: 'Register/Add/Drop Classes' (circled in red with a large red arrow pointing to it), 'Class Search', and 'My Schedule'. To the right of this panel are two tiles: 'Financial Aid' (with an image of money) and 'Transcripts' (with an image of a student at a computer). A 'Help' button is located in the bottom right corner.

myHancock

Search

18

Dashboard

Activity

Announcements 21

Resources

Discover

Events & Calendars

Shortcuts Edit

Schedule a Counseling Appointment

Jobspeaker Job Board

Canvas

DegreeWorks

Online Orientation

Tools View all

BankMobile ▶

Classes/Academic Tools ▶

Employment/Career Tools ▶

Everyday Tools ▶

Fees and Balances ▶

Class Registration & Schedule

Register/Add/Drop Classes

Class Search

My Schedule

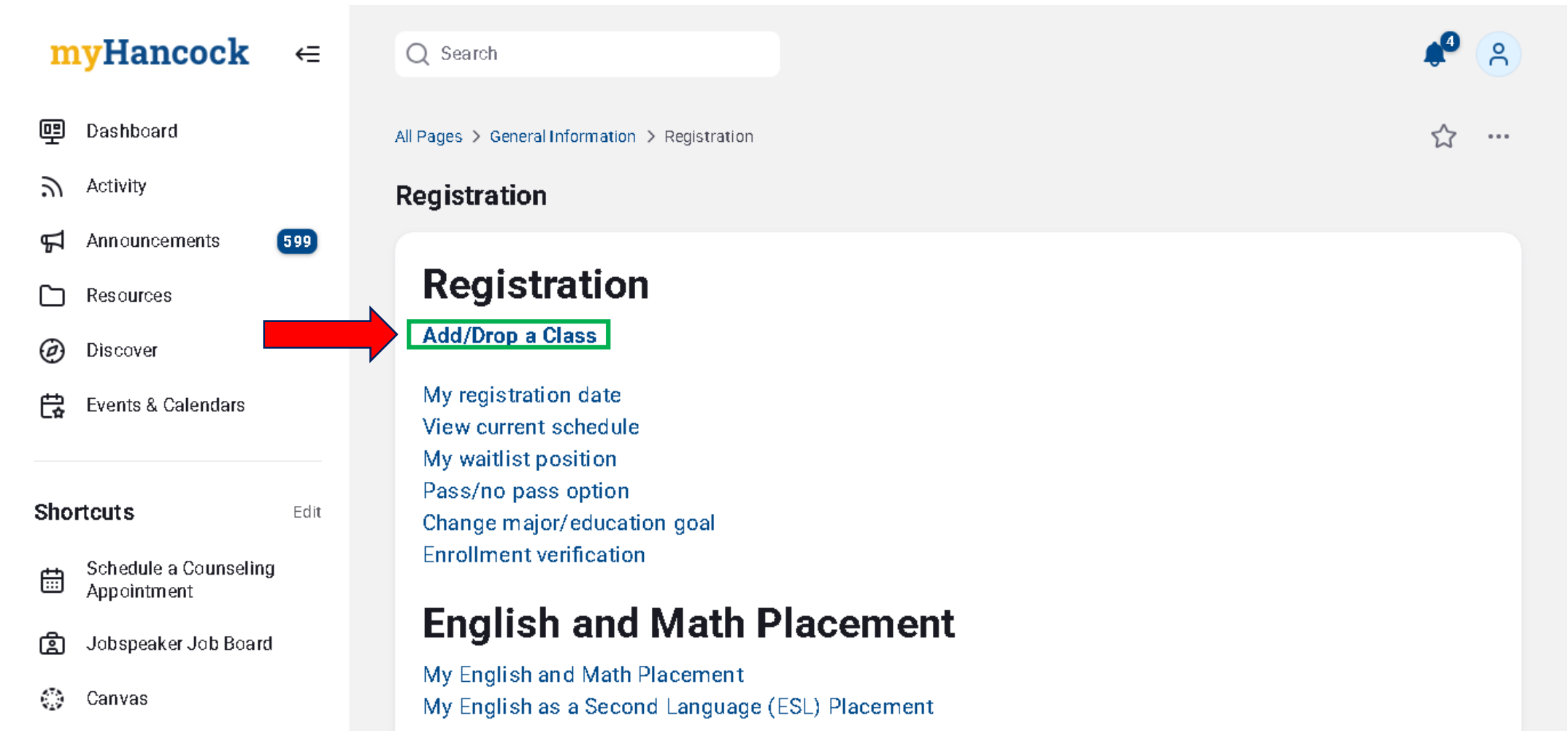
Financial Aid

Transcripts

Help

<https://portal.hancockcollege.edu/pages/registration>

# Step 4: Click on “Add/Drop a Class”



The screenshot displays the myHancock website interface. On the left is a sidebar with navigation links: Dashboard, Activity, Announcements (with a 599 badge), Resources, Discover, and Events & Calendars. Below these is a 'Shortcuts' section with links to 'Schedule a Counseling Appointment', 'Jobspeaker Job Board', and 'Canvas'. The main content area has a search bar at the top right and a breadcrumb trail: 'All Pages > General Information > Registration'. The 'Registration' section is highlighted with a red arrow pointing to the 'Add/Drop a Class' link, which is enclosed in a green box. Below this link are several other registration-related links: 'My registration date', 'View current schedule', 'My waitlist position', 'Pass/no pass option', 'Change major/education goal', and 'Enrollment verification'. Further down is the 'English and Math Placement' section with links for 'My English and Math Placement' and 'My English as a Second Language (ESL) Placement'.

**myHancock** Search

All Pages > General Information > Registration

## Registration

**Registration**

**Add/Drop a Class**

- My registration date
- View current schedule
- My waitlist position
- Pass/no pass option
- Change major/education goal
- Enrollment verification

## English and Math Placement

- My English and Math Placement
- My English as a Second Language (ESL) Placement

# Step 5: Select term you are registering for

## Welcome Back to AHC!

Please select the term for which you are intending to register:

☐ Fall 2025  
☐ Winter 2026  
☒ Spring 2026



Please complete the following questions before  
registering for your classes.

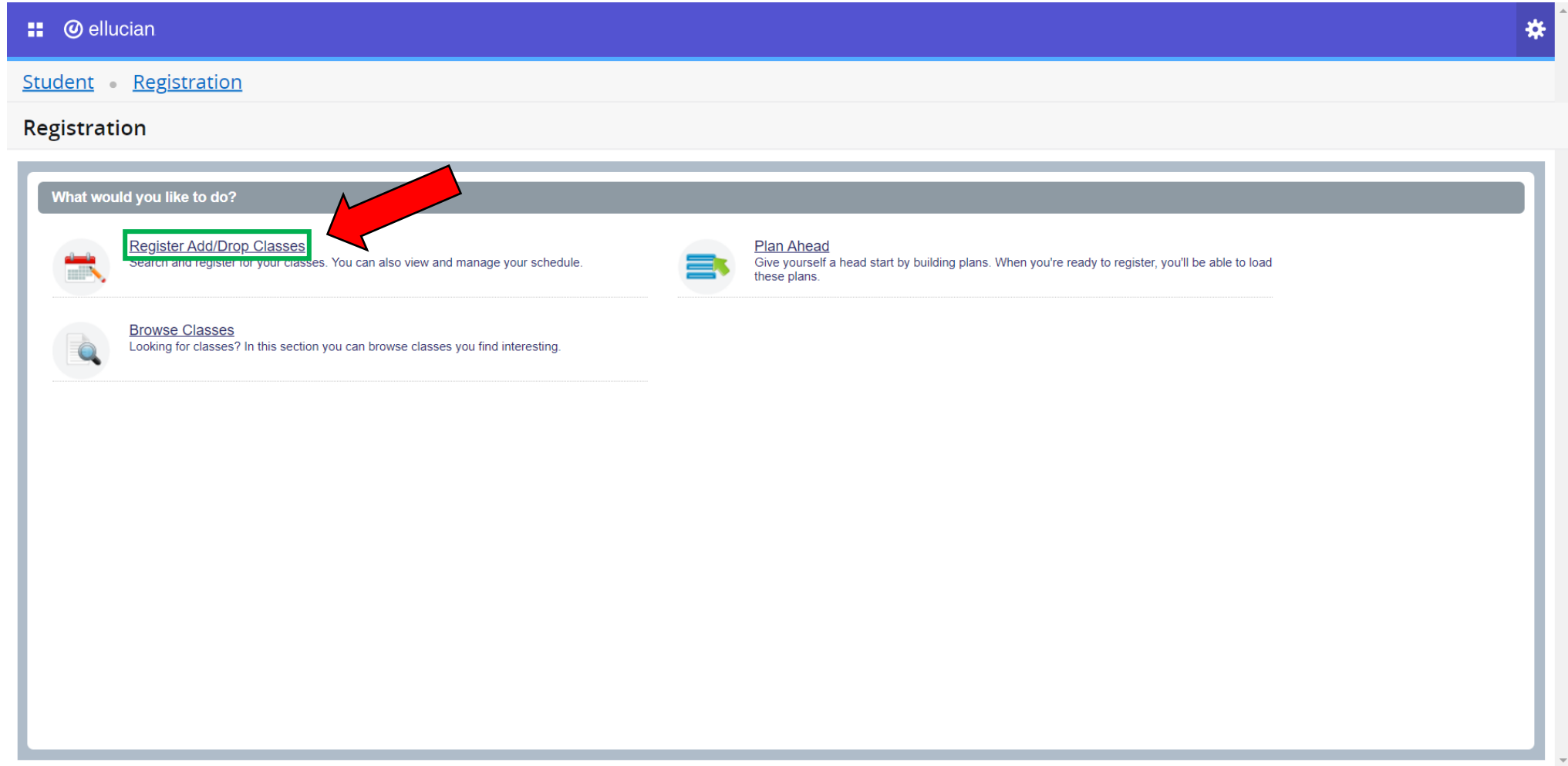
You will be given an opportunity to review and update  
important contact information in addition to your major  
and educational goals.

The survey information is required by the state and is kept  
anonymous.

Thank you.



# Step 6: Click on “Register Add/Drop Classes”




The screenshot shows the ellucian Student Registration page. The header is blue with the ellucian logo and a settings gear. Below the header, the breadcrumb trail shows 'Student' and 'Registration'. The main heading is 'Registration'. A grey bar asks 'What would you like to do?'. Below this, there are three options: 'Register Add/Drop Classes' (highlighted with a green box and a red arrow), 'Plan Ahead', and 'Browse Classes'. Each option has an icon and a brief description.

ellucian


Student • Registration

## Registration


What would you like to do?



[Register Add/Drop Classes](#)  
Search and register for your classes. You can also view and manage your schedule.



[Plan Ahead](#)  
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.



[Browse Classes](#)  
Looking for classes? In this section you can browse classes you find interesting.

# Step 7: Select “Spring 2026” Term

Terms Open for Registration


Select a term...

|

Spring 2026

Winter 2026

Fall 2025





# Step 8: Click on “Enter CRNs”

**Register for Classes**

[Find Classes](#) **Enter CRNs** [Plans](#) [Schedule and Options](#)

**Enter Course Reference Numbers (CRNs) to Register**

Term: Spring 2026

CRN

[+ Add Another CRN](#) [Add to Summary](#)

# Step 9: Find CRN on Math Center webpage

Math Center webpage is <https://www.hancockcollege.edu/mathcenter/index.php> or [here](#)



Here is where the CRN 40470 can be found on the web page

## Register to use the Math Center

The Math Center is a free service available to all students, however **you must register each semester** for the noncredit class BASK-7014 to use the services. Registration may be done on myHancock or at Community Education in Building S. The Spring 2026 CRN is 40470.



# Step 10: Type CRN # into box, then click “Add to Summary”

Find Classes **Enter CRNs** Plans Schedule and Options

## Enter Course Reference Numbers (CRNs) to Register

Term: Spring 2026

Enter CRN 40470

CRN  Mathematics Lab BASK 7014, A

CRN

[+ Add Another CRN](#)

Click Add to Summary

# Step 11: Click “Submit” once *Mathematics Lab* status is “Pending”

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

## Register for Classes

[Find Classes](#) **[Enter CRNs](#)** [Plans](#) [Schedule and Options](#)

**Enter Course Reference Numbers (CRNs) to Register**

Term: Spring 2026

CRN

[+ Add Another CRN](#) [Add to Summary](#)

**Schedule** [Schedule Details](#)

Class Schedule for Spring 2026

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
00							
01							
02							
03							
04							

Panels ▾

**Summary** [Tuition and Fees](#)

Title	Details	Hours	CRN	Schedule	Status	Action
<u>Mathematics Lab</u>	BASK 7014, A	0	40470	Lab	Pending	<a href="#">Registered via Web</a> ▾

Total Hours | Registered: 12 | Billing: 12 | CEU: 0 | Min: 0 | Max: 20.5

[Submit](#)

# Step 12: Confirm “Registered” status

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

✓ Save Successful

Register for Classes

[Find Classes](#) **Enter CRNs** [Plans](#) [Schedule and Options](#)

Enter Course Reference Numbers (CRNs) to Register

Term: Spring 2026

CRN

[+ Add Another CRN](#) [Add to Summary](#)

[Schedule](#) [Schedule Details](#)

Class Schedule for Spring 2026

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
00							
01							
02							
03							
04							

[Summary](#) [Tuition and Fees](#)

Title	Details	Hour	CRN	Schedule	Status	Action
<a href="#">Mathematics Lab</a>	BASK 7014, A	0	40470	Lab	Registered	None

Total Hours | Registered: 12 | Billing: 12 | CEU: 0 | Min: 0 | Max: 20.5

Panels

Submit