




# How to Register for the Math Center

# Step 1: Log into myHancock



ALLAN  
HANCOCK  
COLLEGE

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USERNAME

PASSWORD

☐ SHOW PASSWORD

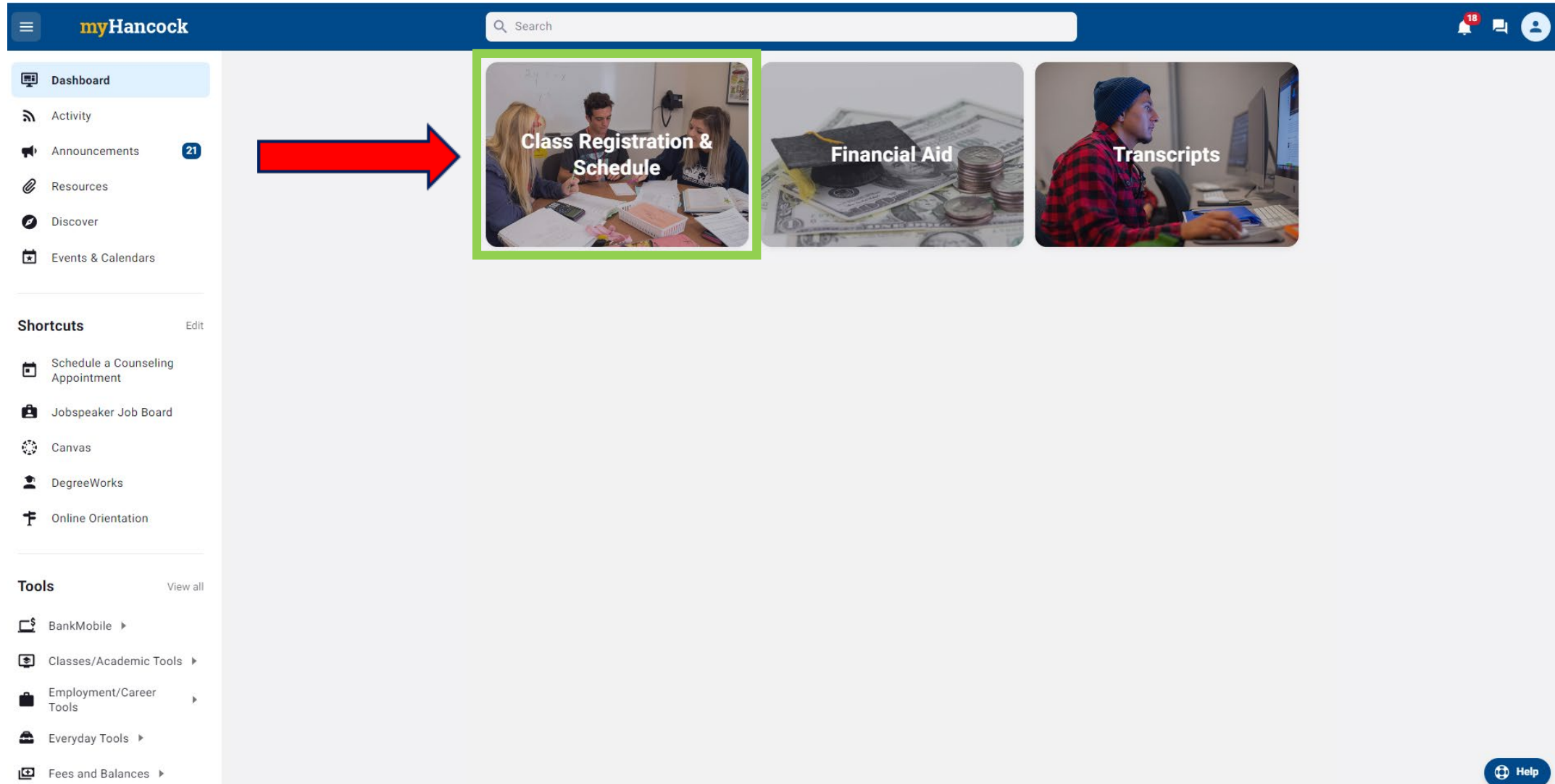
Login

[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 user 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 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 in the bottom right corner. The URL bar at the bottom shows <https://portal.hancockcollege.edu/pages/registration>.

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 a class”

The screenshot shows the myHancock website interface. The top navigation bar is dark blue with the myHancock logo, a search bar, and user notification icons. The left sidebar contains a menu with categories: Dashboard, Activity, Announcements (with a 21 notification badge), Resources, Discover, and Events & Calendars. Below this is a 'Shortcuts' section with links to 'Schedule a Counseling Appointment', 'Jobspeaker Job Board', 'Canvas', 'DegreeWorks', and 'Online Orientation'. The bottom section is 'Tools' with links to 'BankMobile', 'Classes/Academic Tools', 'Employment/Career Tools', 'Everyday Tools', and 'Fees and Balances'. The main content area is titled 'Registration' and includes a breadcrumb trail 'All Pages > General Information > Registration'. A red arrow points to the 'Add a class' link, which is highlighted with a green border. Other links in the 'Registration' section include 'Drop a class', 'My registration date', 'View current schedule', 'My waitlist position', 'Pass/no pass option', 'Change major/education goal', and 'Enrollment verification certificate'. Below this is the 'English and Math Placement' section with links to 'My English and Math Placement' and 'My English as a Second Language (ESL) Placement'. The 'Helpful Videos' section includes links to 'Videos on How to Register for a Class' and 'Videos sobre cómo inscribirse en clases'. The page footer indicates it was last updated on Feb 25, 2023.

myHancock

Search

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All Pages > General Information > Registration

Registration

**Registration**

[Add a class](#)

[Drop a class](#)

[My registration date](#)

[View current schedule](#)

[My waitlist position](#)

[Pass/no pass option](#)

[Change major/education goal](#)

[Enrollment verification certificate](#)

**English and Math Placement**

[My English and Math Placement](#)

[My English as a Second Language \(ESL\) Placement](#)

**Helpful Videos**

[Videos on How to Register for a Class](#)

[Videos sobre cómo inscribirse en clases](#)

Last updated on Feb 25, 2023

# Step 5: Select term you are registering for

## Welcome Back to AHC!

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



- ☐ Fall 2024
- ☒ Summer 2024
- ☐ Spring 2024

Please complete the following questions before  
registering for your classes.

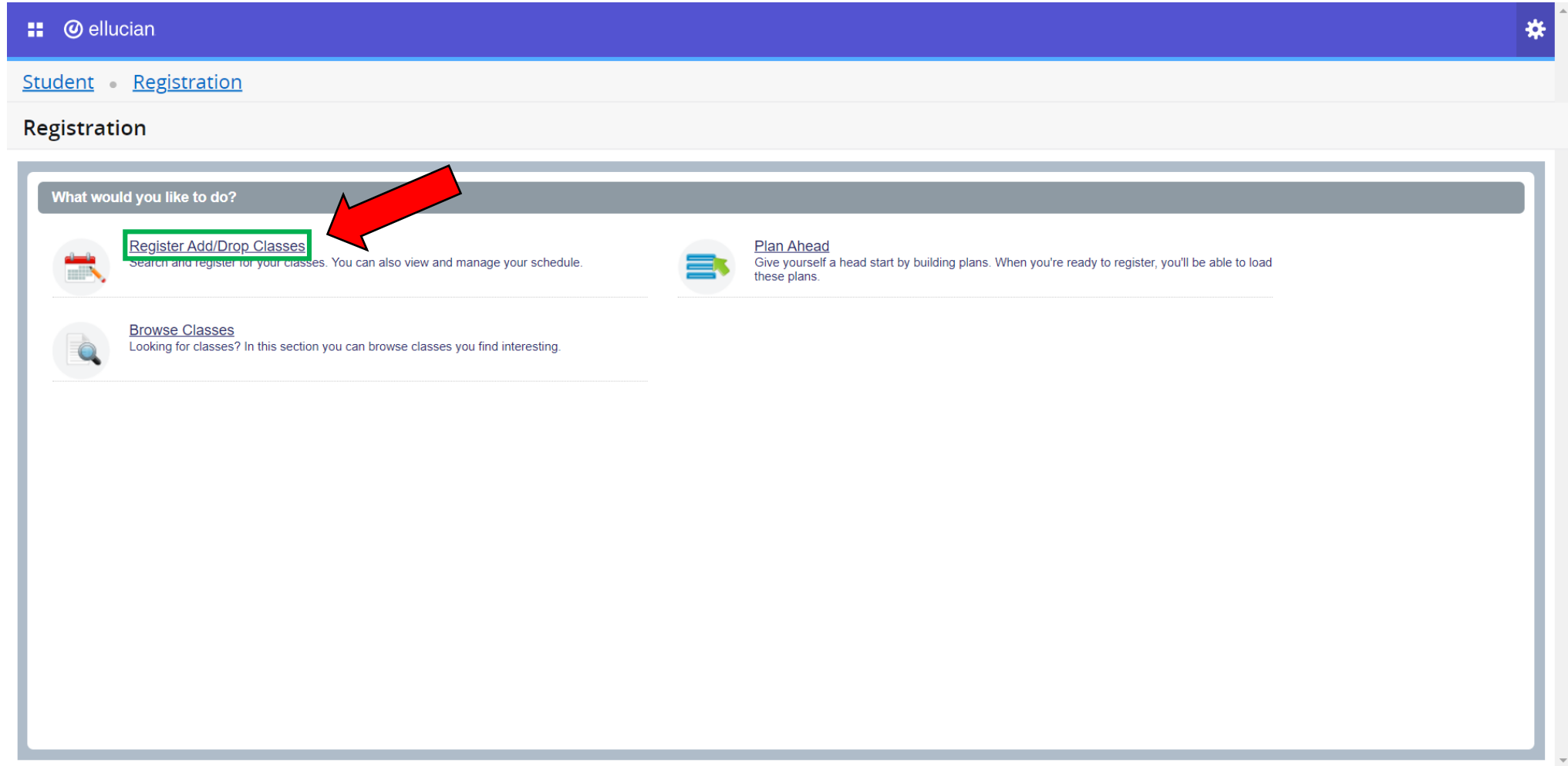
You will be given an opportunity to review and update  
important contact information in addition to your major  
and educational goals.

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.

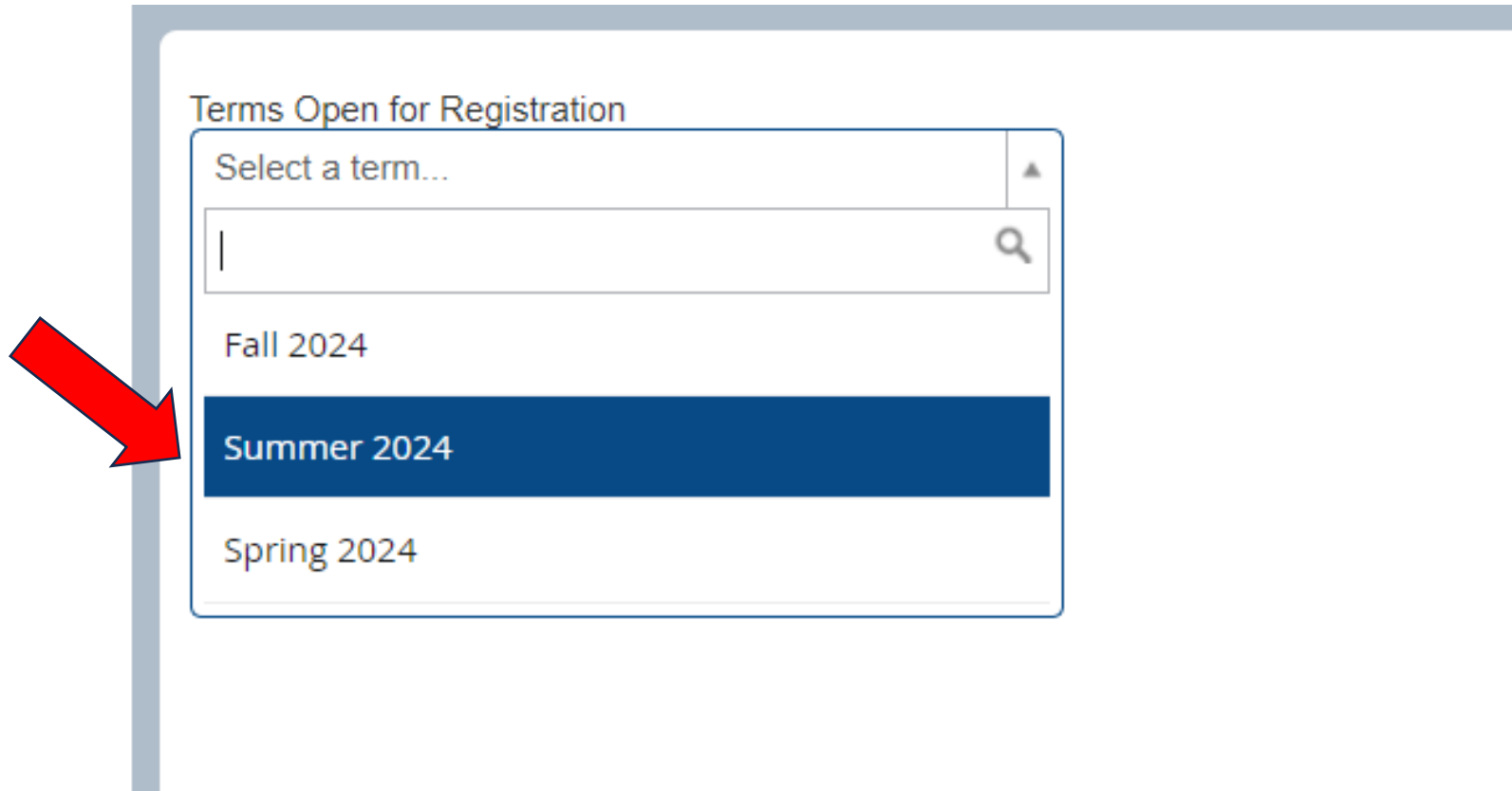


[Plan Ahead](#)  
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.



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

# Step 7: Select “Summer 2024” Term



Terms Open for Registration

Select a term...

Fall 2024

**Summer 2024**

Spring 2024



# 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: Summer 2024

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](#)

- Free, drop-in tutoring
- A place to study individually or in small groups
- In-house loan of current textbooks and solutions manuals
- A library of supplemental books and videos for check-out
- Computers for mathematical purposes
- Calculators, both in-house loans and semester rentals
- Handouts on math topics, including content from various math courses as well as information on overcoming math anxiety and preparing for and taking math tests
- Two private study rooms
- Make-up testing

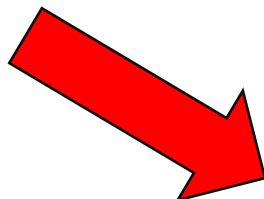


Here is where the CRN 10082 can be found on the web page

## 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 Summer 2024 CRN is 10082.**



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

[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: Summer 2024

Enter CRN 10082

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: Summer 2024

CRN

[+ Add Another CRN](#)

**Add to Summary**

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

### Class Schedule for Summer 2024

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							

Panels ▾

### Summary

[Tuition and Fees](#)

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Mathematics Lab</a>	BASK 7014, A	0	10082	Lab	Pending	Registered via Web ▾

Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 12

**Submit**



# Step 12: Confirm “Registered” status

[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: Summer 2024

CRN

[+ Add Another CRN](#)

**Add to Summary**


 **Schedule**

 Schedule Details

**Class Schedule for Summer 2024**

Sun	Mon	Tue	Wed	Thu	Fri	Sat

Panels ▾

 **Summary**

[Tuition and Fees](#)

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Mathematics Lab</a>	BASK 7014, A	0	10082	Lab	Registered	None ▾

Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 12

**Submit**