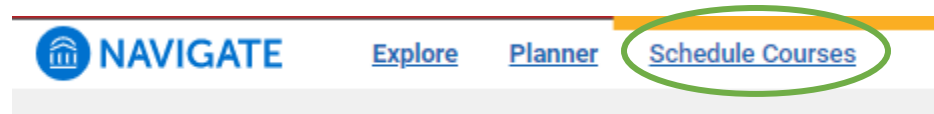# How to Register for Classes in Navigate Schedule Courses
(Quick Guide with Images)

Register for classes in Navigate Schedule Courses. If you aren't sure which courses to register for, use the Navigate Planner instead and schedule an advising appointment.

Navigate registration works best on a laptop or desktop computer.

1. To access Navigate, visit pikespeak.edu, select myPikesPeak Portal Login from the menu, log in with your S# and password, and select the ⚙ icon.

2. Select **Schedule Courses**.

Follow steps 1 through 6 below to register.

1 Select semester

2 Search for and add courses. To find a class by CRN, use the magnifying glass icon.

3 Select Sections

4 Select the > next to a campus to view classes at that campus

5 Select the three lines and Add Section

6 Register. Read the Transaction Summary pop-up message.

☰ **Fall 2022**

Register

My Planned Courses

Search For Courses

☰ AAA1009 Advanced Academic Achievement — Sections >

☰ BUS1015 Introduction to Business — Sections >

☰ ENG1021 English Composition I:CO1 — Sections >

☰ ENG0094 Studio 1021 — Sections >

∧ PPSC CCCOnline (1)

☰ ENG0094 - CRN 25200 — 145 Seats ↻

View Details

Add Section

~~t, 14 Weeks~~

~~NLINE~~ REQUISITE

Check with instructor for times

TBD

PPSC CCCOnline | CCCOnline

∨ PPSC Centennial Campus (8)

∨ PPSC DownTown Studio C... (1)

∨ PPSC Fort Carson (1)

MONTH August September | October | November | December

WEEK 28 4 11 18 25 2 9 16 23 30 6 13 20 27 4 11 18

Weekly Calendar ⊙

< August 28 - September 03, 2022 >

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							

Block Busy Time

Find classes that work for your calendar faster or view more time and location preferences.
Choose a class on the left to find class times.

Got it

Frequently Asked Questions (FAQ) about the Schedule Courses Tool

How do I change the semester?

Use the hamburger menu (three horizontal lines) to the left of the term, in the top left corner of the screen.

Why don't I have a Register button?

You must accept the Payment Agreement each semester before the Register button will show. Look for a yellow bar above the calendar, which contains the link to the agreement.

The agreement will open in a separate tab in your web browser. After you accept the agreement, close the browser tab with the payment agreement, return to the Navigate tab in your web browser and refresh your page. Selecting the back arrow in your browser after you accept the agreement will not take you back to Navigate.

Why am I getting a prerequisite error?

You may need to complete or plan other courses before taking the one you are trying to register for. Contact your advisor or find your program in the PPSC catalog to learn more about prerequisite requirements.

If you are receiving a prerequisite registration error for college prep courses (also called corequisite or support courses), ensure that you have also planned a section of AAA1009 in order to register.

How do I search for a specific CRN?

Use the 🔍 icon to search for a CRN.

Can I register through Navigate from my cell phone?

Navigate registration works best on a desktop or laptop, but you may be able to register through Navigate in a web browser.