

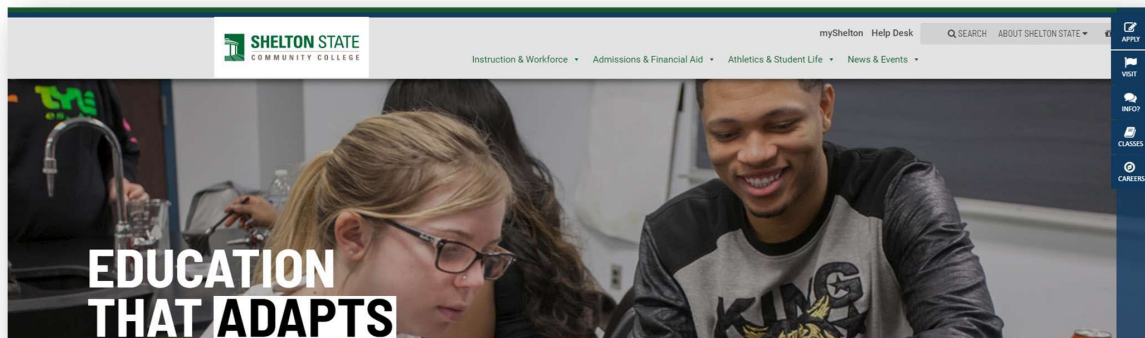


## Directions to View Course Schedule & Access Canvas & Student Email

For additional assistance, please contact [dualenrollment@sheltonstate.edu](mailto:dualenrollment@sheltonstate.edu).

### HOW TO VIEW COURSE SCHEDULE

1. Go to [www.sheltonstate.edu](http://www.sheltonstate.edu) and select **myShelton** at the top of the website.



2. Click on **Portal Login** in the top, right corner.



3. Sign into your myShelton account using your Shelton email and password.

**Email:** Shelton State email address

**Default PIN/password:** 6-digit date of birth (MMDDYY)

Sign in

Students: Sign in using your myShelton email and PIN/password.

**NOTE:** This sign in is not the username and PIN you created during the admission application process.

Employees: Sign in using your Shelton State email and password.

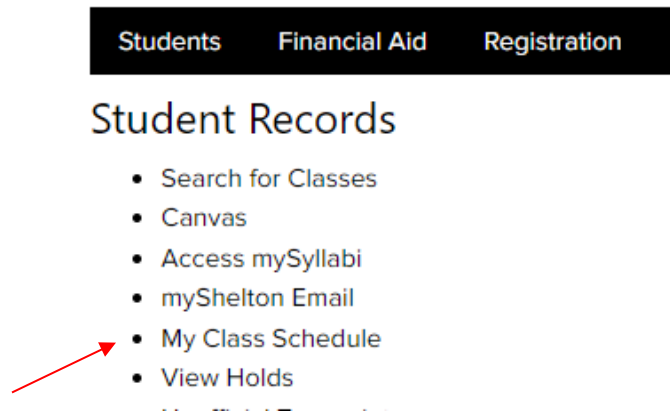
Email

PIN/password

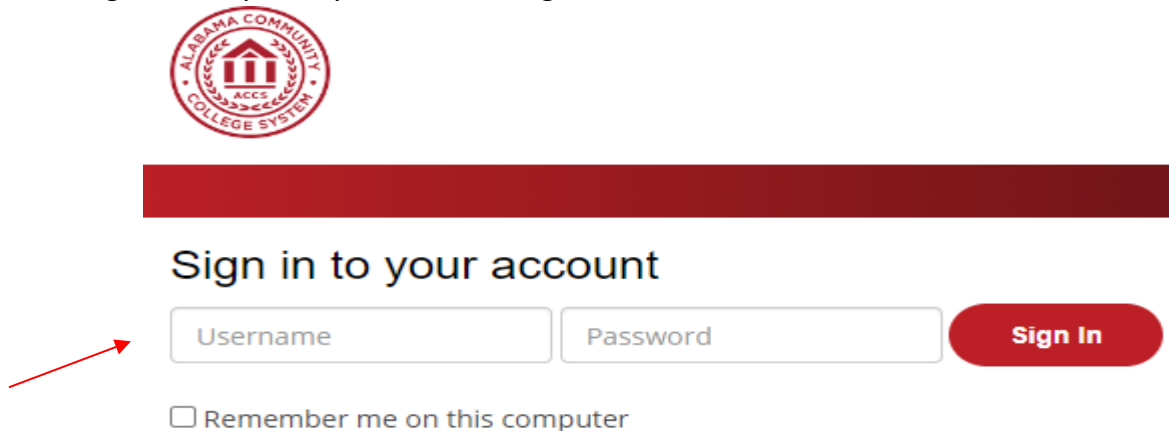
Sign in

[Forgot Password?](#)

4. From the students tab, click **my Class Schedule** under the Student Records section.



5. Sign in with your myShelton user log in information.






6. Click on **registration** under student records.



7. Next, click on **view registration information**.

What would you like to do?

-  [Prepare for Registration](#)  
View registration status, update student term
-  [Plan Ahead](#)  
Give yourself a head start by building plans. V
-  [View Registration Information](#)  
View your past schedules and your ungraded

8. View the **class schedule** to verify the courses you are registered for. **You must click on the title of the course to see additional information about your course.**

View Registration Information

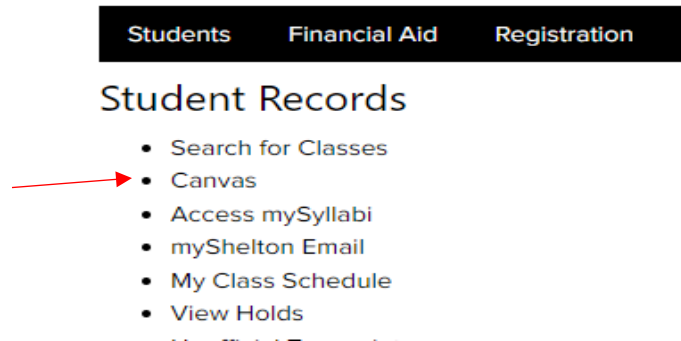
Class Schedule

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Part Of Term	Study Path	Date	Status	Message
<a href="#">Introduction to CAD</a>	CAD 101, W01	3	38326	Online	Standard/Letter	Undergraduate	Fall Term	None	05/05/2021	Registered	"Registered" 05/05...
<a href="#">Principles of Biology</a>	BIO 101, M01	4	38685	Linked Lecture/Lab	Standard/Letter	Undergraduate	Fall Term	None	05/05/2021	Registered	"Registered" 05/05...

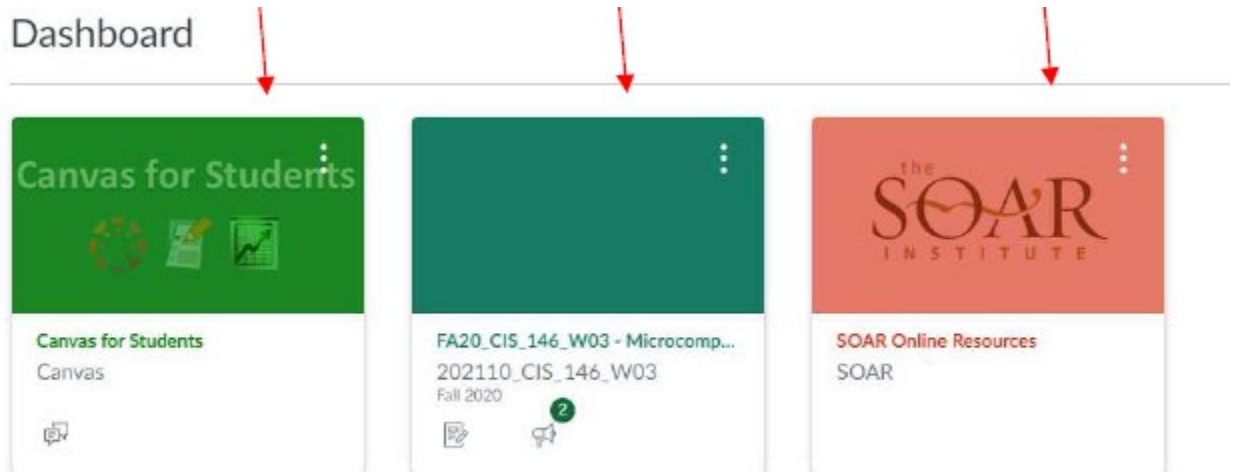
Records: 2

## HOW TO ACCESS CANVAS

1. Follow the previous steps to log into the myShelton account.
2. Click on **Canvas** in the student records section under the student tab.

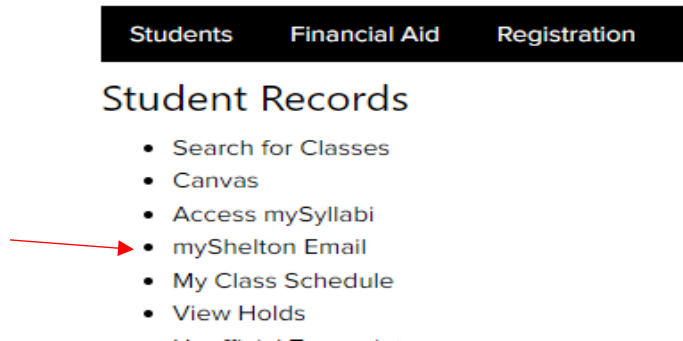


3. Your Canvas Dashboard will list the enrolled courses for the semester.



## HOW TO ACCESS YOUR SHELTON STATE EMAIL

1. Follow the previous steps to log into the myShelton account.
2. Click **myShelton email** in the Student Records section under the Student tab.



First time users ONLY: In a new window, you will have to choose your language and home time zone. Click "Save."

