

Lewis & Clark Graduate School

Self-Service - Registration Using My Progress

Overview

My Progress is a degree audit tool that allows you to:

- **Monitor Progress Towards Program Completion:** View program details, overall GPA, and your anticipated completion date.
- **Visualize Progress (Progress Bars):** Use color-coded status bars to distinguish between completed, in-progress, and planned credits.
- **Plan & Register:** Find courses for missing requirements and add them directly to your academic plan or schedule.

To access My Progress

- From the homepage, select the **Student Planning** tile, then select **Go to My Progress**.

The screenshot shows the ellucian self-service portal. The top navigation bar includes the ellucian logo, a user profile icon, and links for Sign out and Help. A sidebar on the left contains icons for Home, Alerts, Courses, My Progress, and My Plan. The main content area displays a welcome message and a grid of service tiles. The 'Student Planning' tile is highlighted with a red border. Below the grid, a 'Steps to Getting Started' section provides a two-step guide to accessing My Progress and planning courses.

ellucian. Sign out Help

Hello, Welcome to Colleague Self-Service!
Choose a category to get started.

Register Now
Click the button to see available terms and sections. Register

Student Finance
Here you can view your latest statement and make a payment online.

Financial Aid
Here you can access financial aid data, forms, etc.

Banking Information
Here you can view and update your banking information.

Student Planning
Here you can search for courses, plan your terms, and schedule & register your course sections.

Course Catalog
Here you can view and search the course catalog.

Grades
Here you can view your grades by term.

Graduation Overview
Here you can view and submit a graduation application.

Enrollment Verifications
Here you can view and request an enrollment verification.

Steps to Getting Started
There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

Search for courses...

1 View Your Progress
Start by going to My Progress to see your academic progress in your degree and search for courses.
Go to My Progress

2 Plan your Degree & Register for Classes
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.
Go to Plan & Schedule

My Progress Features

- If you have more than one program, you can toggle between them using the arrows (< >).
- Review progress and course status.

REMEMBER: The **planned** course status does not mean you are registered. You must register for a specific course section at your assigned registration time. See **page 5** for additional information.

ellucian | Sign out | Help

Academics > Student Planning > My Progress

My Progress

Navigate Between Programs

Master of Arts in Art Therapy (2 of 2 programs)

View a New Program | Load Sample Course Plan

At a Glance

Cumulative GPA: 4.000 (3.000 required)
Institution GPA: 4.000 (3.000 required)
Degree: Master of Arts
Majors: Art Therapy
Departments: Couns, Therapy & School Psych
Catalog: 2026
Anticipated Completion Date: 6/16/2028
Alternate Catalog Year: Select catalog year...

Description: Master of Arts in Art Therapy

Program Notes: Show Program Notes

Requirements: Expand All

Convocation

Complete the following item. 0 of 1 Completed. Hide Details

A. Convocation

Fall Convocation Participation is Required

Complete all of the following items. 0 of 1 Completed. Hide Details

0 of 1 Courses Completed. Hide Details

Status	Course	Grade	Term	Credits
Not Started	CORE-500 CORE Convocation			

AT Required Courses

Complete all of the following items. 0 of 7 Completed. Hide Details

A. Entry to Pract 1 Req

Take AT-501 AT-510 AT-550 AT-524 AT-523 AT-513 AT-511 AT-539 AT-535

Complete all of the following items. 0 of 1 Completed. Hide Details

1 of 9 Courses Completed. Hide Details

Status	Course	Grade	Term	Credits
Completed	AT-550 Diversity and Social Equity	A	26/GF	2
Not Started	AT-501 Theories of Cnsling			
Not Started	AT-524 Crs-Cultrl Cnsling			
Not Started	AT-523 Child & Adolescent Art Therapy			
Not Started	AT-513 Psychopathology			
Not Started	AT-511 Helping Relationship:AT			
Not Started	AT-539 AT Professional Ethics			
Not Started	AT-535 Research Methods			

B. Entry to Pract 2 Req

Progress Bars

Course Statuses

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Register for course sections

You can search and register for course sections required for your program directly from **My Progress**.

- Click **Search** to view the available course sections.

The screenshot displays the 'My Progress' page for a Master of Arts in Art Therapy program. The page includes a sidebar with navigation icons, a top navigation bar with 'ellucian' and user options, and a main content area. The main content area shows the program name, 'At a Glance' summary, program notes, and requirements. A red double-headed arrow points from a 'Search' button in the 'Convocation' table to a 'Search' button in the 'AT Required Courses' table, highlighting the search functionality for course sections.

My Progress

Master of Arts in Art Therapy (2 of 2 programs)

View a New Program Load Sample Course Plan

At a Glance

Cumulative GPA: 4.000 (3.000 required)
Institution GPA: 4.000 (3.000 required)
Degree: Master of Arts
Majors: Art Therapy
Departments: Couns, Therapy & School Psych
Catalog: 2026
Anticipated Completion Date: 6/16/2028
Alternate Catalog Year: Select catalog year...

Description
Master of Arts in Art Therapy

Program Notes
[Show Program Notes](#)

Requirements [Expand All](#)

Convocation

Complete the following item. **0 of 1 Completed.** [Hide Details](#)

A. Convocation
Fall Convocation Participation is Required
Complete all of the following items. **0 of 1 Completed.** [Hide Details](#)

0 of 1 Courses Completed. [Hide Details](#)

Status	Course	Search	Grade	Term	Credits
Not Started	CORE-500				

AT Required Courses

Complete all of the following items. **0 of 7 Completed.** [Hide Details](#)

A. Entry to Pract 1 Req
Take AT-501 AT-510 AT-550 AT-524 AT-523 AT-513 AT-511 AT-539 AT-535
Complete all of the following items. **0 of 1 Completed.** [Hide Details](#)

1 of 9 Courses Completed. [Hide Details](#)

Status	Course	Search	Grade	Term	Credits
Completed	AT-550		A	26/GF	2
Not Started	AT-501				
Not Started	AT-510				

View available course sections

A list of courses required for your program will be displayed. You can narrow this list by selecting one or more of the filters on the left. You now need to select a course section.

- Select **View Available Sections for....** to view course sections for current and future semesters.

The screenshot displays the ellucian Course Catalog interface. On the left, a sidebar contains a 'Filter Results' panel with expandable sections for Availability, Subjects, Locations, Terms, Days of Week, Time of Day, and Instructors. The main content area shows search results for 'AT-501 Theories of Cnsling (3 Credits)' and 'AT-510 Intro to Art Therapy (3 Credits)'. A red arrow points to the 'View Available Sections for AT-510' button. Below this, a table lists available sections for 'Grad - Fall 2025' and 'Grad Fall 2026'. A yellow box labeled 'Course Semesters' highlights the semester selection area.

Filter Results

- Availability**
 - ☐ Open and Waitlisted Sections
 - ☐ Open Sections Only
- Subjects**
 - ☐ Art Therapy (9)
- Locations**
 - ☐ CAS Campus (9)
 - ☐ Graduate Campus (9)
 - ☐ Online Section (9)
- Terms**
 - ☐ Grad - Fall 2025 (3)
 - ☐ Grad - Spring 2026 (3)
 - ☐ Grad Fall 2026 (3)
 - ☐ Grad Spring 2027 (3)
 - ☐ Grad Summer 2026 (2)
- Days of Week**
 - ☐ Monday (2)
 - ☐ Wednesday (3)
 - ☐ Thursday (1)
 - ☐ Friday (3)
- Time of Day**
 - Select time range...
- Instructors**
 - ☐ Apple, C (2)
 - ☐ Bella, K (1)
 - ☐ Dunn, K (1)
 - ☐ Jones, P (1)
 - ☐ Leija Briones, M (1)
 - [Show All Instructors](#)
- Course Levels**
 - ☐ Graduate (9)
- Course Types**

AT-501 Theories of Cnsling (3 Credits)
This course presents the history, theories, principles and techniques of counseling theories and their applications in professional settings.
Requisites: None
Locations: Graduate Campus, CAS Campus, Online Section
Offered: Fall and Spring, Annually
[View Available Sections for AT-501](#)

AT-510 Intro to Art Therapy (3 Credits)
Introductory overview of the field of art therapy including history, development, major theories, and applications of art therapy with various client populations.
Requisites: None
Locations: Graduate Campus, CAS Campus, Online Section
Offered: Fall, Annually
[View Available Sections for AT-510](#)

Course Semesters

Section	Seats	Times	Locations	Instructors
AT-510-01 Intro to Art Therapy				
15 / 0 / 15 / 0	W 9:00 AM - 12:15 PM 9/2/2025 - 12/13/2025	Graduate Campus Lecture	Short Lafady, B (Lecture)	
AT-510-02 Intro to Art Therapy				
15 / 0 / 15 / 0	M 1:00 PM - 4:15 PM 9/2/2025 - 12/13/2025	Graduate Campus Lecture	Short Lafady, B (Lecture)	
AT-510-01 Intro to Art Therapy				
14 / 1 / 15 / 0	W 9:00 AM - 12:15 PM 9/8/2026 - 12/19/2026	Graduate Campus Lecture	Short Lafady, B (Lecture)	

Add a course section to your schedule

- Select a section.
- Click **Add Section to Schedule**.

The screenshot shows the 'Add Section to Schedule' interface. On the left, there are filters for 'Time of Day', 'Instructors', 'Course Levels', and 'Course Types'. The main area displays a list of course sections for 'Intro to Art Therapy' (AT-510-01 and AT-510-02) for the 'Grad - Fall 2025' semester. A red box highlights the 'Add Section to Schedule' button for the 'AT-510-01' section in the 'Grad Fall 2026' semester, with a red arrow pointing to it.

Seats	Times	Locations	Instructors
15 / 0 / 15 / 0	W 9:00 AM - 12:15 PM 9/2/2025 - 12/13/2025	Graduate Campus Lecture	Short Lafady, B (Lecture)

Seats	Times	Locations	Instructors
15 / 0 / 15 / 0	M 1:00 PM - 4:15 PM 9/2/2025 - 12/13/2025	Graduate Campus Lecture	Short Lafady, B (Lecture)

Seats	Times	Locations	Instructors
14 / 1 / 15 / 0	W 9:00 AM - 12:15 PM 9/8/2026 - 12/19/2026	Graduate Campus Lecture	Short Lafady, B (Lecture)

- Review section details and select **Add Section**.

REMEMBER: Adding a section to your schedule does *not* mean you are registered yet. You must register at your assigned time, or you will not be enrolled!

You may need to add a semester to your **Schedule** to view your assigned registration date and time.

The screenshot shows the 'Plan your Degree and Schedule your courses' interface. The 'Schedule' tab is selected. A red box highlights the '+' button next to 'Grad Fall 2026' in the semester dropdown, with a red arrow pointing to it. A red box also highlights the 'Click to Add a Semester' button.

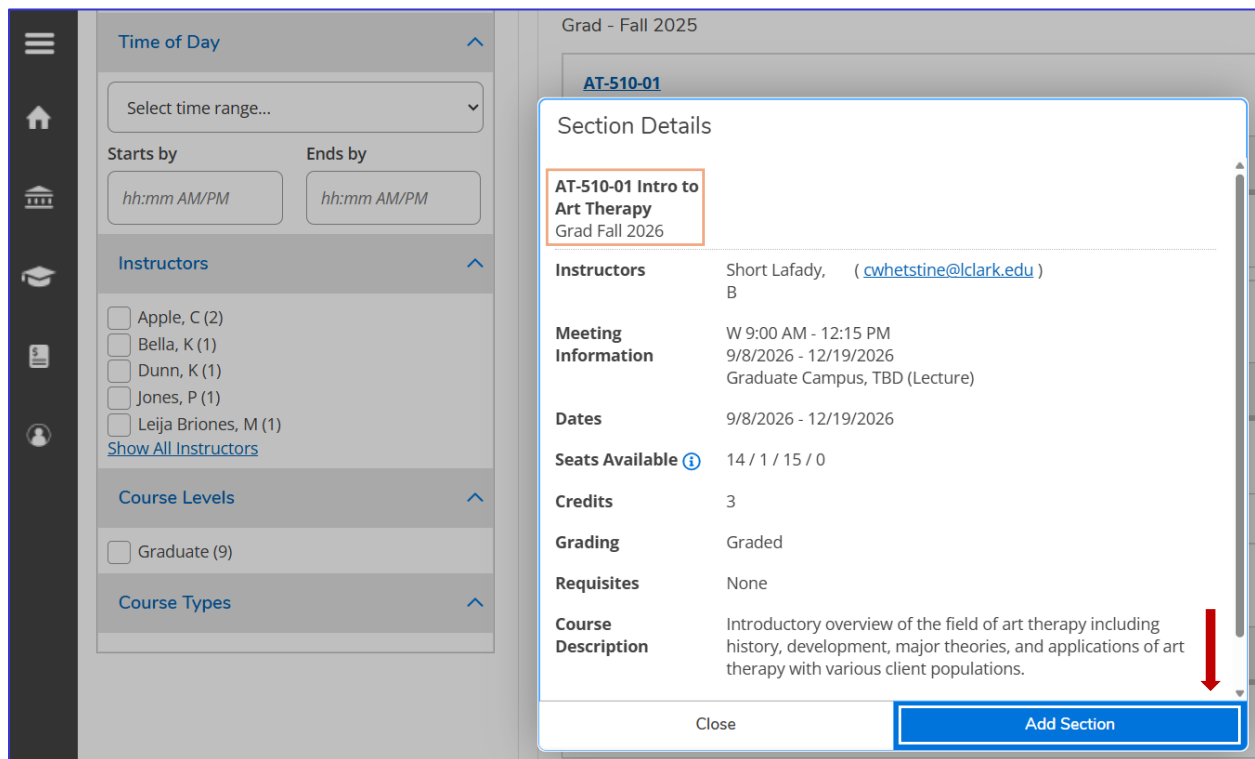
Plan your Degree and Schedule your courses

Search for courses...

Click to Add a Semester

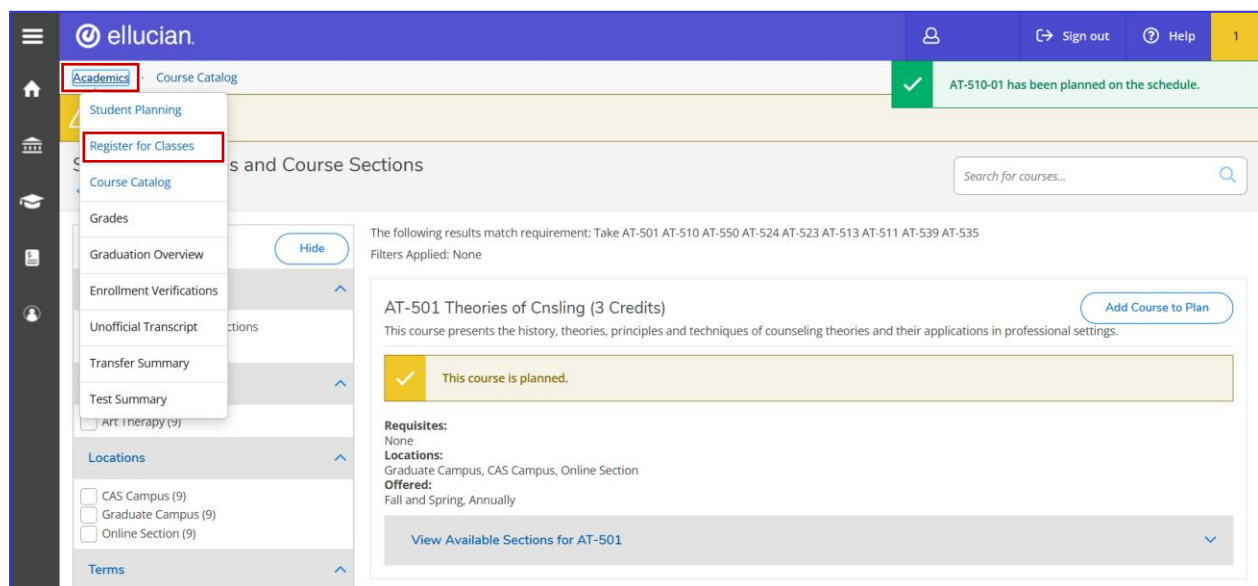
Grad Fall 2026

Register Now



Register from your schedule

- To register for the section, **click** on the **Academics** menu at the top left, then select **Register for classes**.



- Click **Register** to register for the course that was added to your schedule.

The screenshot shows the 'ellucian' Plan & Schedule interface. The 'Schedule' tab is active. A course block for 'AT-510-01: Intro to Art Therapy' is shown on the left, with a red arrow pointing to the 'Register' button. The course details include: Credits: 3 Credits, Grading: Graded, Instructor: Short, Lafady, B, 9/8/2026 to 12/19/2026, Seats Available: 14. The 'Register' button is highlighted with a red box. The main schedule grid shows the course block on Wednesday from 9am to 12pm. The status bar indicates: Planned: 4 Credits, Enrolled: 2 Credits, Waitlisted: 0 Credits.

- Once you click **Register**, the course block will turn **Green**, indicating you are officially registered!

The screenshot shows the 'ellucian' Plan & Schedule interface after registration. The course block for 'AT-510-01: Intro to Art Therapy' is now green and labeled 'Registered, but not started'. The 'Drop' button is visible. The main schedule grid shows the course block on Wednesday from 9am to 12pm, highlighted with a red box. The status bar indicates: Planned: 1 Credits, Enrolled: 5 Credits, Waitlisted: 0 Credits.

Timeline Tab

The screenshot displays the 'ellucian' web application interface. The top navigation bar includes the ellucian logo, a user profile icon, and links for 'Sign out' and 'Help'. Below this, a breadcrumb trail shows 'Academics > Student Planning > Plan & Schedule'. A yellow warning banner is present. The main heading is 'Plan your Degree and Schedule your courses', followed by a search bar labeled 'Search for courses...'. A sub-navigation bar contains 'Schedule', 'Timeline' (highlighted with a green box), 'Advising', 'Permissions', and 'Law Exam Numbers'. The 'Add a Term' button is visible. The main content area is a grid of course sections across five terms: 'Grad Fall 2026', 'Grad Spring 2027', 'Grad - Summer 2027', 'Grad - Fall 2027', and 'Grad - Spring 2028'. The 'Grad Fall 2026' column lists three courses: 'AT-510-01: Intro to Art Therapy' (3 Credits) with a green checkmark, 'AT-550-01: Diversity and Social Equity' (2 Credits) with a grade 'A', and 'MCFT-502: Intro to MCFT' (1 Credit). A green callout box labeled 'Registered Section (✓)' points to the checkmark next to 'AT-510-01: Intro to Art Therapy'. The grid has left and right navigation arrows.

Grad Fall 2026	Grad Spring 2027	Grad - Summer 2027	Grad - Fall 2027	Grad - Spring 2028
AT-510-01: Intro to Art Therapy Credits: 3 Credits ✓				
AT-550-01: Diversity and Social Equity Credits: 2 Credits A				
MCFT-502: Intro to MCFT Credits: 1 Credit				