

Lewis & Clark Graduate School

Self-Service Registration from the Catalog

Catalog Navigation Overview

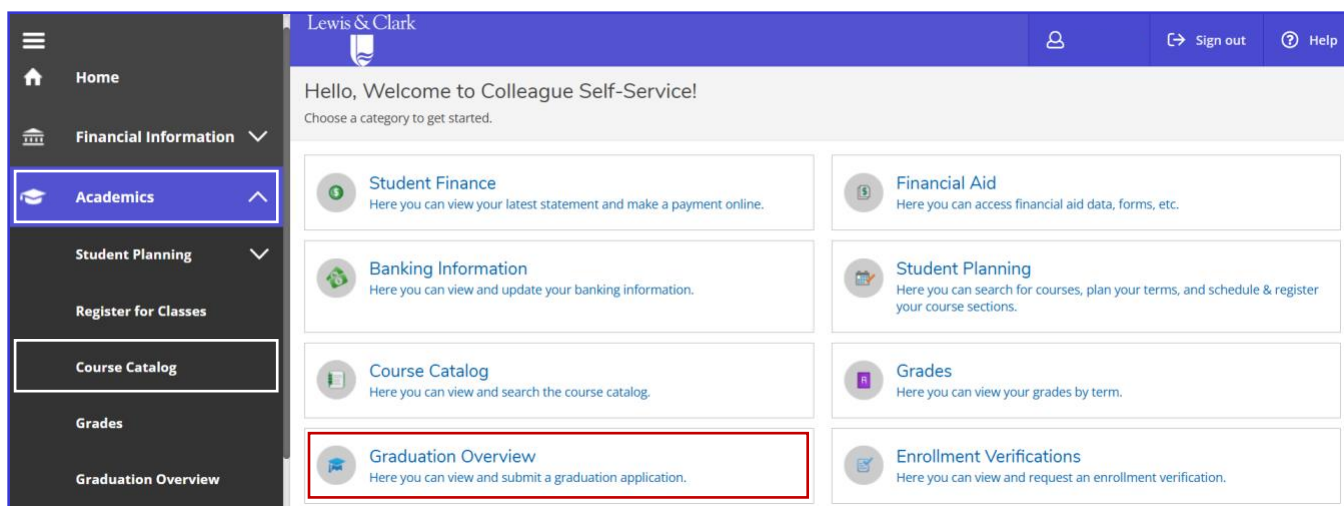
The Course Catalog view in Student Planning is the primary tool for searching and filtering academic courses in the catalog. It provides two main ways to navigate using the Advanced Search option: **Catalog Listing** for general course descriptions and **Section Listing** for specific class times and availability.

The 3 Steps to Register:

- **Search:** Find the course sections you need.
- **Build Your Schedule:** Add the desired course sections to your schedule.
- **Register:** Log in at your specific assigned date/time and click the **Register** button to finalize your schedule.

You can access the Course Catalog two ways:

- **From the homepage:** Click the **Course Catalog** tile, or
- **From the hamburger menu (≡) at the top left:** Select **Academics**, then **Catalog**.



Add a Section to Your Schedule

Search for a section

- Select a *Graduate* level **Semester** from the drop-down menu. (Ex: **Grad - Spring 2026**)
- Select a **Course Subject** from the drop-down menu. (Ex: **Counseling Psychology CE**)
- Enter a **Course Number**.
- Click **Search**.

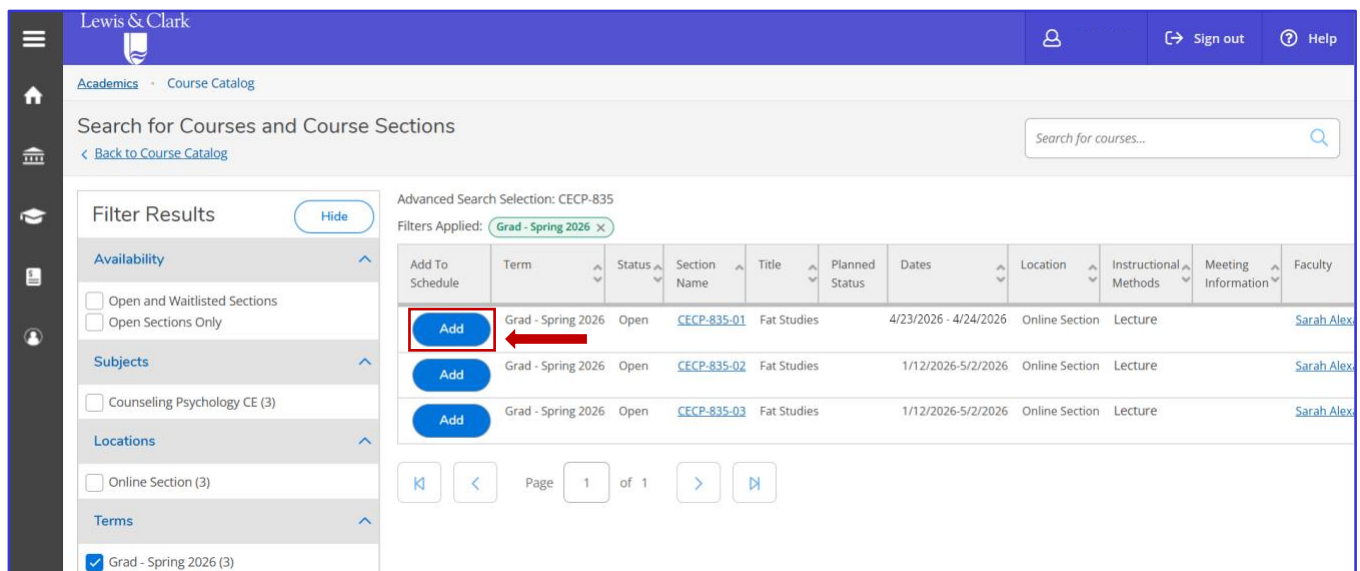
The screenshot shows the 'Catalog Advanced Search' interface. The 'Term' dropdown is set to 'Grad - Spring 2026'. The 'Courses And Sections' dropdown is set to 'CCE Counseling Psychology'. The 'Course number' field contains '835' and the 'Section' field is empty. The 'Search' button is highlighted with a red box and an arrow pointing to it. Annotations include: a green box 'Expand to Select a Graduate Semester' pointing to the Term dropdown; a red box 'Expand to Select' pointing to the Course number and Section fields; a yellow box 'Enter Course or Section' pointing to the Course number field; and a red arrow pointing to the Search button.

Note: You can search for courses across all available semesters by leaving the **Semester** field blank. However, you must select a subject from the **Subject** field to filter the results.

Add a section to your schedule

Here you can view your filtered results and select a section.

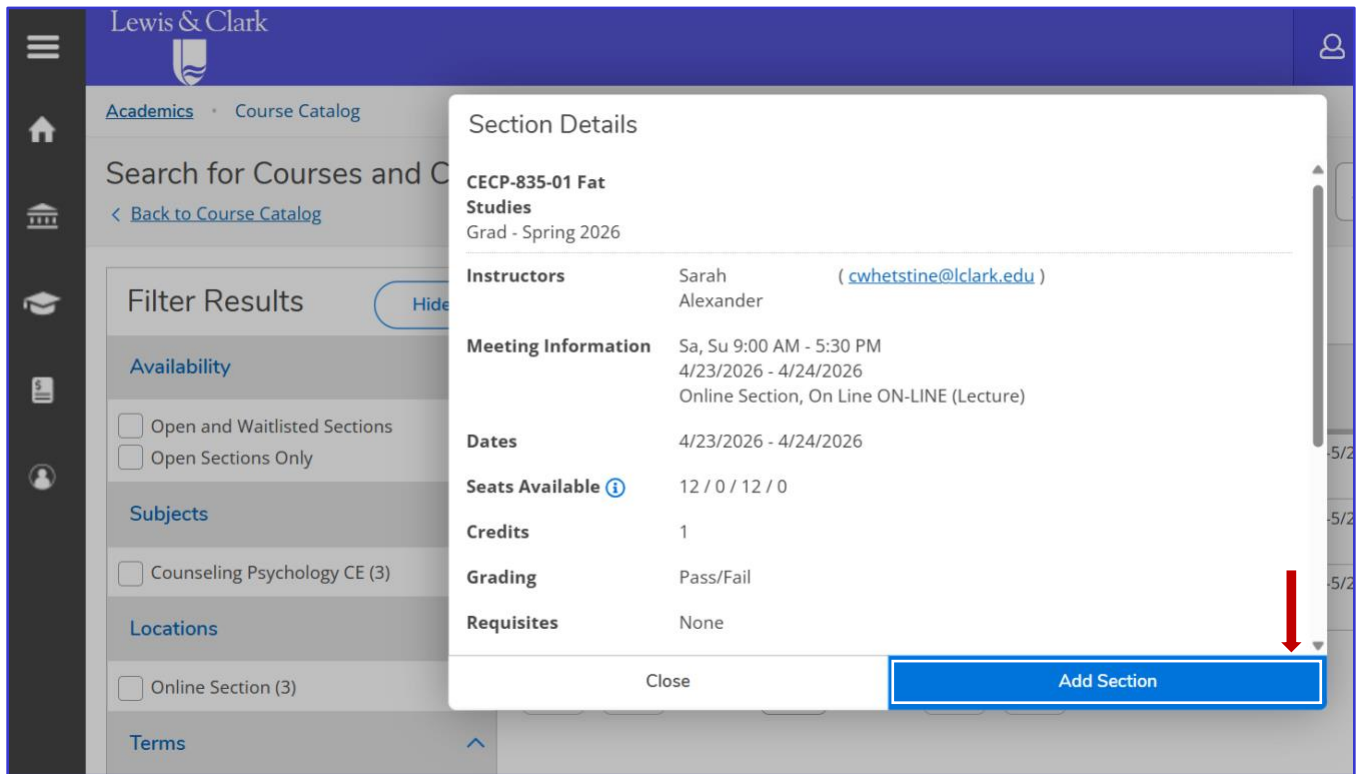
- Click the **Add** button.



The screenshot displays the Lewis & Clark Course Catalog search results. The search criteria are 'CECP-835' and 'Grad - Spring 2026'. The results table shows three sections of 'Fat Studies' (CECP-835-01, CECP-835-02, CECP-835-03) for the 'Grad - Spring 2026' term. Each section has an 'Add' button. A red box highlights the 'Add' button for the first section, and a red arrow points to it.

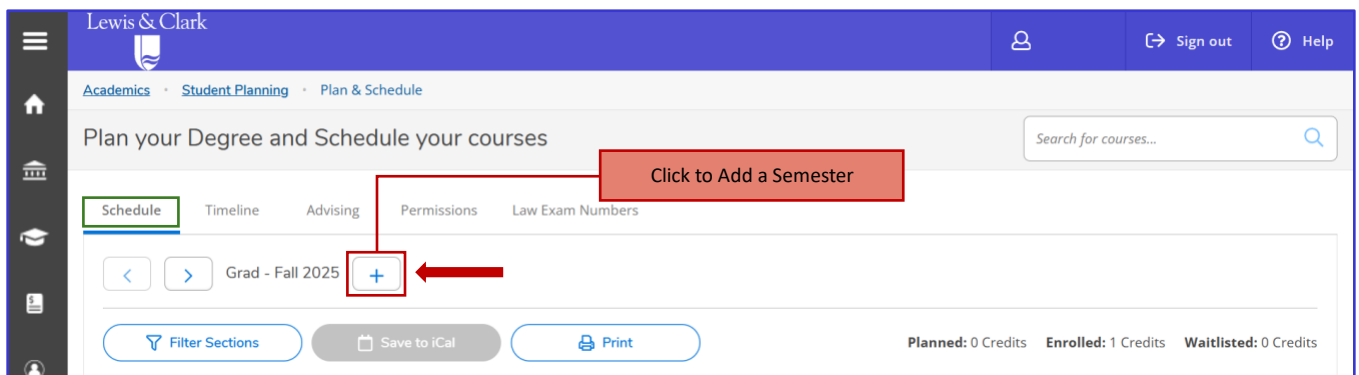
Add To Schedule	Term	Status	Section Name	Title	Planned Status	Dates	Location	Instructional Methods	Meeting Information	Faculty
Add	Grad - Spring 2026	Open	CECP-835-01	Fat Studies		4/23/2026 - 4/24/2026	Online Section	Lecture		Sarah Alex
Add	Grad - Spring 2026	Open	CECP-835-02	Fat Studies		1/12/2026-5/2/2026	Online Section	Lecture		Sarah Alex
Add	Grad - Spring 2026	Open	CECP-835-03	Fat Studies		1/12/2026-5/2/2026	Online Section	Lecture		Sarah Alex

- Click **Add Section**. The course is now planned on your schedule.



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.



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Register for the Section

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

The screenshot shows the Lewis & Clark Course Catalog interface. The Academics menu is open, and 'Register for Classes' is highlighted. The main area shows a table of course sections for CECP-835 (Fat Studies) in the Grad - Spring 2026 term. The first section is marked as 'Planned'.

Add To Schedule	Term	Status	Section Name	Title	Planned Status	Dates	Location	Instructional Methods
Add	Grad - Spring 2026	Open	CECP-835-01	Fat Studies	Planned	4/23/2026 - 4/24/2026	Online Section	Lecture
Add	Grad - Spring 2026	Open	CECP-835-02	Fat Studies		1/12/2026-5/2/2026	Online Section	Lecture
Add	Grad - Spring 2026	Open	CECP-835-03	Fat Studies		1/12/2026-5/2/2026	Online Section	Lecture

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

The screenshot shows the Lewis & Clark Plan & Schedule interface. The 'Schedule' tab is active, and the 'Register Now' button is highlighted. The course CECP-835-01: Fat Studies is shown in the 'Planned' section, and the 'Register' button is highlighted.

Plan your Degree and Schedule your courses

Grad - Spring 2026

Remove Planned Courses Register Now

Planned: 1 Credits Enrolled: 0 Credits Waitlisted: 0 Credits

CECP-835-01: Fat Studies

✓ Planned

Credits: 1 Credits, Pass/Fail only
Grading: Pass/Fail
Instructor: Sarah Alexander
4/23/2026 to 4/24/2026
Seats Available: 12

Meeting Information

Register

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

The screenshot shows the 'Plan & Schedule' interface for Lewis & Clark. The 'Schedule' tab is active, displaying a calendar for 'Grad - Spring 2026'. A course block for 'CECP-835-01: Fat Studies' is highlighted with a red box and a green checkmark, indicating it is 'Registered, but not started'. The course details include 1 credit, Pass/Fail grading, and an instructor named Sarah Alexander. A 'Drop' button is visible below the course details. The calendar grid shows the course is scheduled for 9am on both Sunday and Saturday.

Timeline Tab

The registered course is now visible in the **Timeline** tab.

The screenshot shows the 'Plan & Schedule' interface with the 'Timeline' tab selected. A green callout box labeled 'Registered Section (✓)' points to the 'CECP-835-01: Fat Studies' course block within the 'Grad - Spring 2026' term. Other terms shown include 'Grad - Fall 2025', 'Grad Summer 2026', and 'Grad Fall 2026'. The 'Add a Term' and 'Remove Planned Courses' buttons are visible at the top of the timeline view.