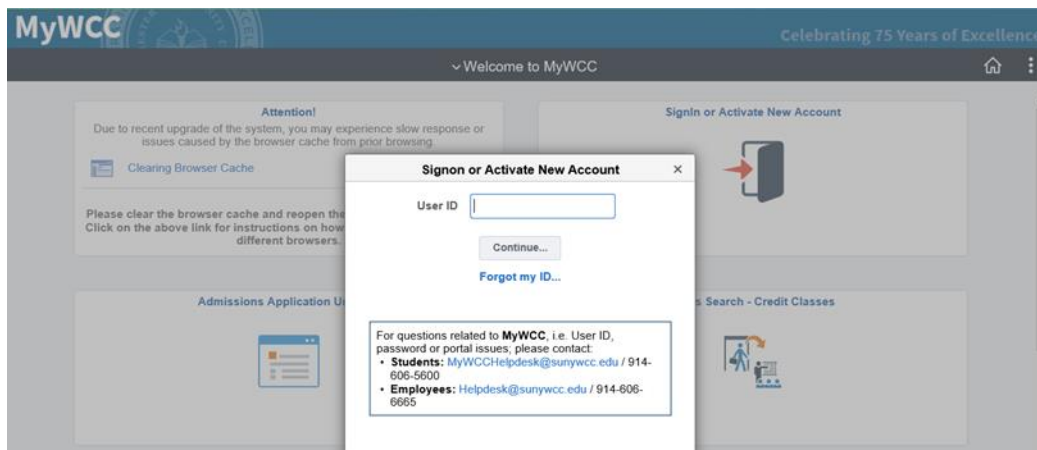
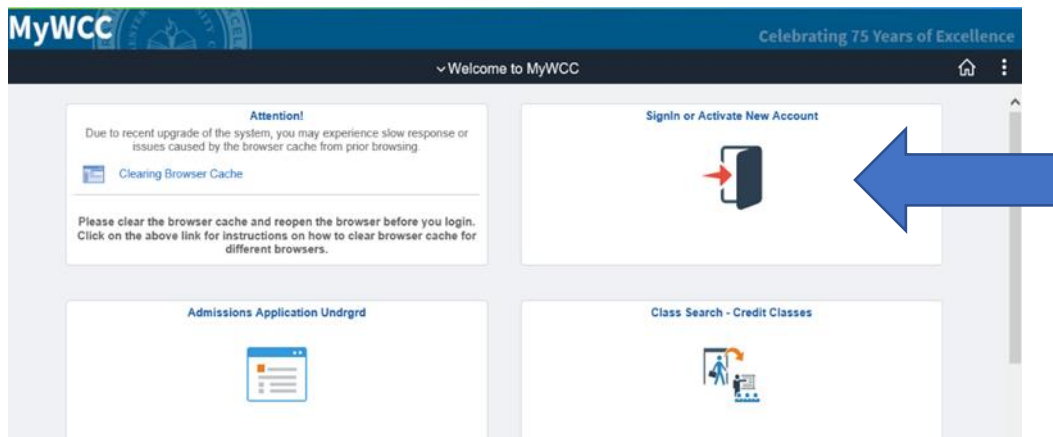




How to Swap a Course in College Scheduler

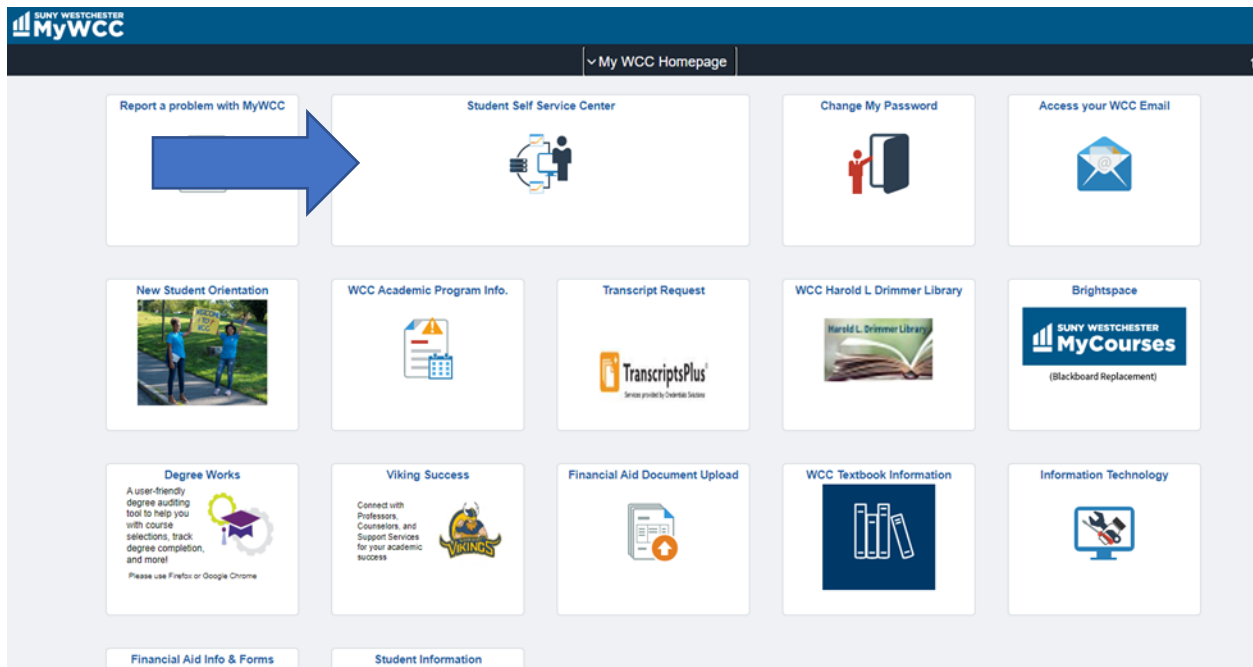
STEP 1:

Go to the MyWCC Portal - [HTTPS://MYWCC.SUNYWCC.EDU](https://mywcc.sunywcc.edu) - and, under “SIGN IN”, put your USER ID and PASSWORD. (If you have not already created your USER ID and PASSWORD, this must be done first!).



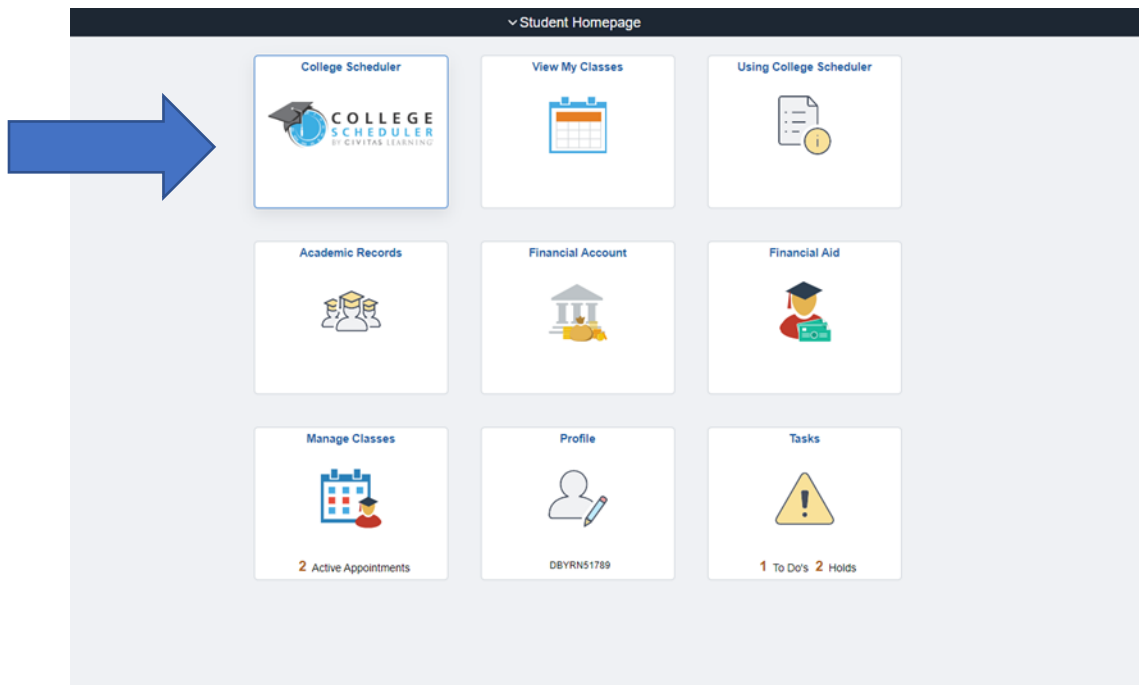
STEP 2:

Click on the “Student Self Service Center” Tile.



STEP 3:

Click on the “College Scheduler” tile.



STEP 4:

On the top of your schedule, click on the “Swap” button.

Build Schedule Shopping Cart (0) Current Schedule (4)

My Current Schedule for Spring 2023

[Email](#) [Swap](#) [Edit or Drop Classes](#) [Print](#)

Class #	Status	Section	Subject	Course	Instructor	Day(s) & Location(s)	Credits	Campus
18369	Enrolled	D001	ECON	101	AMEEN, FARHAD	TTh 10:00am - 11:15am	3	Main Campus
18573	Enrolled	XD30	ENG	101		M 12:00pm - 2:50pm	3	Yonkers Campus
19231	Enrolled	I001	MATH	117		Online	3	Main Campus
18871	Enrolled	I005	PSYCH	101	HAMAOU, KAMIL G	Online	3	Main Campus
							12	

Week 2 (01/23/2023 - 01/30/2023)

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
ECON 101																	
ENG 101																	
MATH 117																	
PSYCH 101																	

	Monday	Tuesday	Wednesday	Thursday	Friday
8am					
8:15					
8:30					
8:45					
9am					
9:15					
9:30					
9:45					
10am					
10:15		ECON-101 AMEEN, FARHAD		ECON-101 AMEEN, FARHAD	
10:30					



STEP 3:

Select from the drop-down menu the course from your schedule you wish to swap.

Build Schedule Shopping Cart (0) Current Schedule (4)

Swap a Class for Spring 2023

Select a class from current schedule: **Swap:**

Search for a new class to swap with:

By Class # Shopping Cart By Subject

Enter Class # to Swap: [Search](#)

[Cancel](#) [Swap](#)

STEP 4:

Search for the course you wish to swap into. You can search by class number, you can choose a course you have already added to your shopping cart, or you can search by subject. You will get a list of all available options as a result.

Build Schedule Shopping Cart (0) Current Schedule (4)

Swap a Class for Spring 2023

Select a class from current schedule to swap: PSYCH-101, 1005, HAMAQUL, KAMIL G

Search for a new class to swap with:

By Class # Shopping Cart By Subject

Subject PSYCH - Psychology

Course 101 Intro to Psychology

Don't see the courses you're looking for? [Check your filters](#)

Available sections Registered sections

Select an option:

	Class #	Section	Subject	Component	Instructor	Day(s) & Location(s)
<input type="radio"/>	i 18411	D001	PSYCH	LEC	ACEVEDO, MELISSA	TTh 8:00am - 9:15am
<input type="radio"/>	i 18412	D002	PSYCH	LEC	ACEVEDO, MELISSA	TTh 12:00pm - 1:15pm
<input type="radio"/>	i 18413	D003	PSYCH	LEC	STALIAS-MANTZIKOS, MARIA EFSTATHIA	F 9:00am - 11:50am
<input type="radio"/>	i 18414	D005	PSYCH	LEC	O'ROURKE, STEPHEN D	MW 3:00pm - 4:15pm
<input type="radio"/>	i 18416	D008	PSYCH	LEC	SIEGEL, PAUL FORREST	MW 1:00pm - 2:15pm

< 1 2 3 4 5 >

STEP 5:

Once you have selected the section you would like to swap into, click the bubble to the left of the section information, and select the “swap” button.

Build Schedule Shopping Cart (0) Current Schedule (4)

Swap a Class for Spring 2023

Select a class from current schedule to swap: PSYCH-101, I005, HAMAOU, KAMIL G

Search for a new class to swap with:

By Class # Shopping Cart **By Subject**

Subject: PSYCH - Psychology

Course: 101 Intro to Psychology

Don't see the courses you're looking for? [Check your filters](#)

Available sections Registered sections

Select an option:

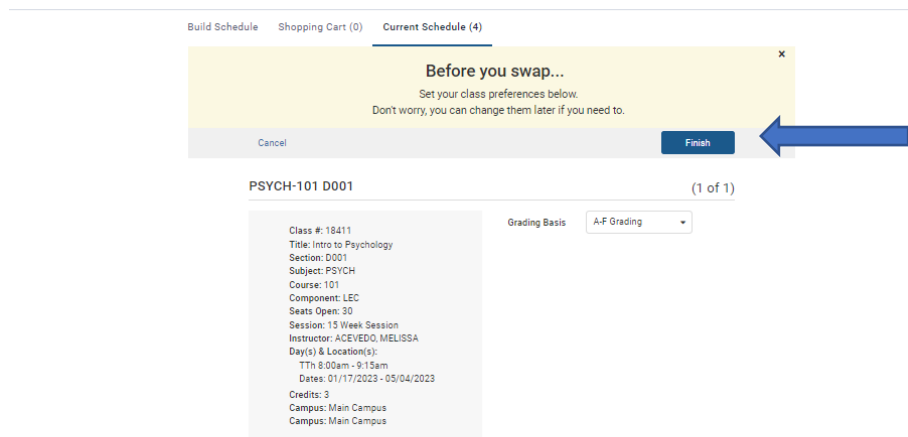
	Class #	Section	Subject	Component	Instructor	Day(s) & Location(s)
<input checked="" type="radio"/>	18411	D001	PSYCH	LEC	ACEVEDO, MELISSA	TTh 8:00am - 9:15am
<input type="radio"/>	18412	D002	PSYCH	LEC	ACEVEDO, MELISSA	TTh 12:00pm - 1:15pm
<input type="radio"/>	18413	D003	PSYCH	LEC	STALIAS-MANTZIKOS, MARIA EFSTATHIA	F 9:00am - 11:50am
<input type="radio"/>	18414	D005	PSYCH	LEC	O'ROURKE, STEPHEN D	MW 3:00pm - 4:15pm
<input type="radio"/>	18416	D008	PSYCH	LEC	SIEGEL, PAUL FORREST	MW 1:00pm - 2:15pm

< 1 2 3 4 5 >

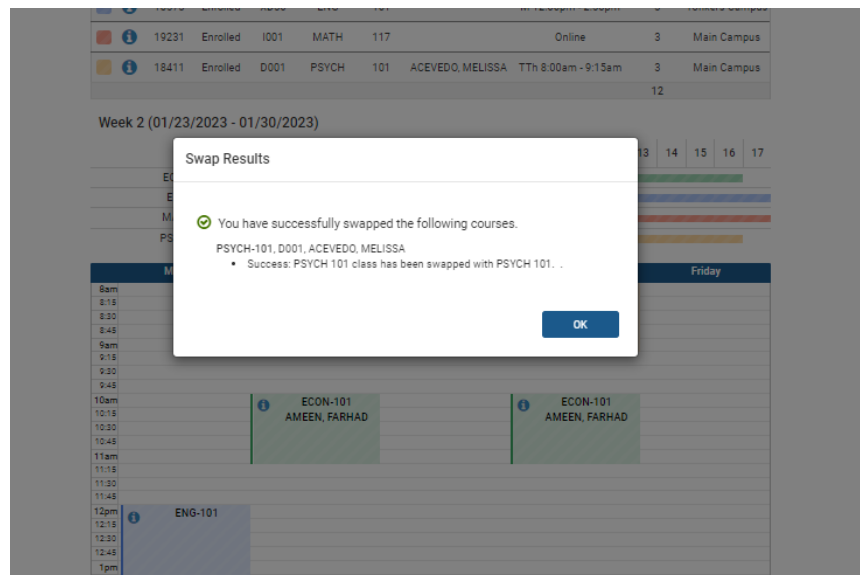
< Cancel **Swap**

STEP 6:

Click the “finish” button to finalize your swap.



You will receive a message with a green checkmark if your swap was successful. If unsuccessful, you will receive an error message in red.



If more help is needed, please see our How To Videos on using College Scheduler at the link below:

<https://www.sunywcc.edu/admissions/registering-for-classes/how-to-videos/>