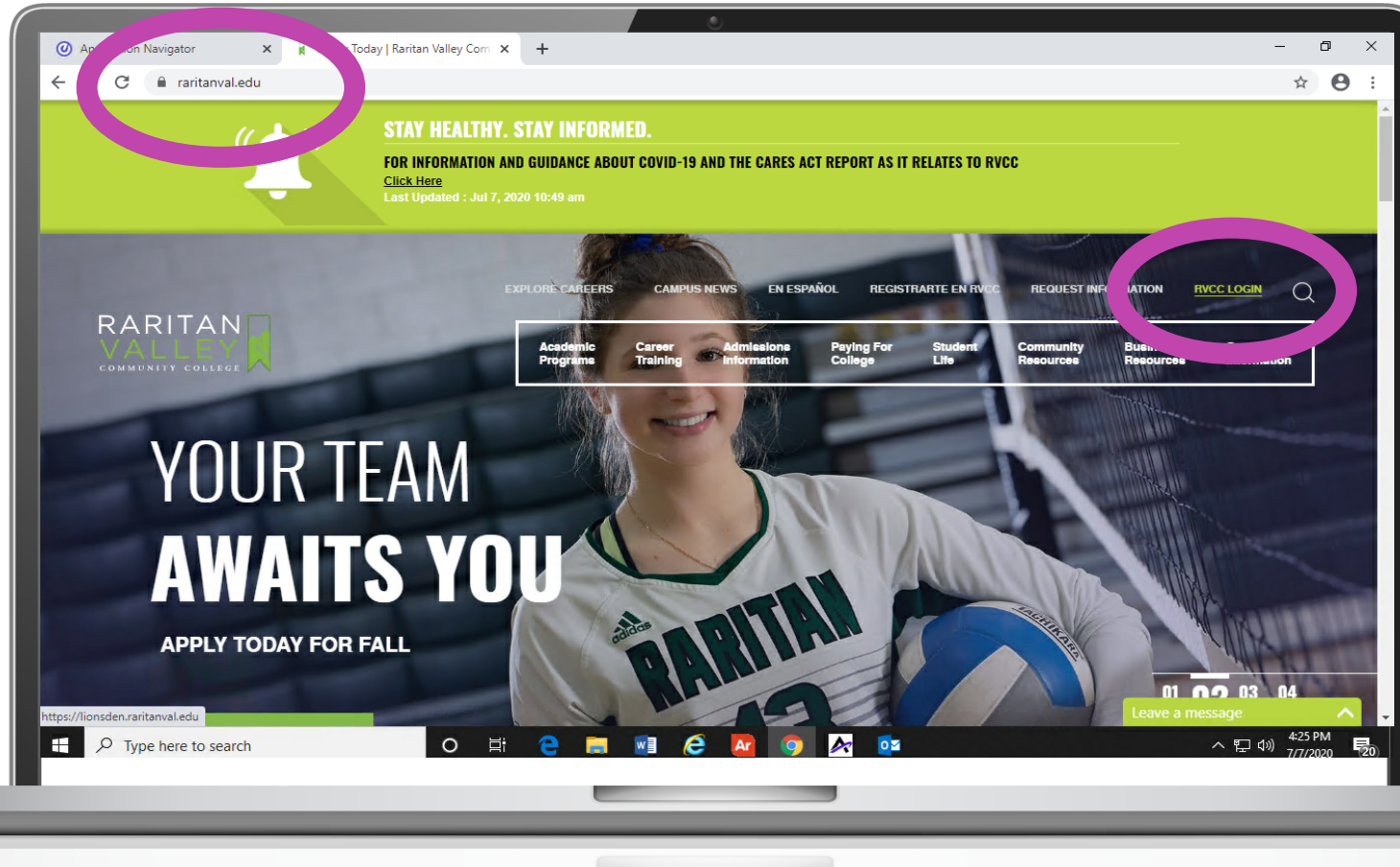


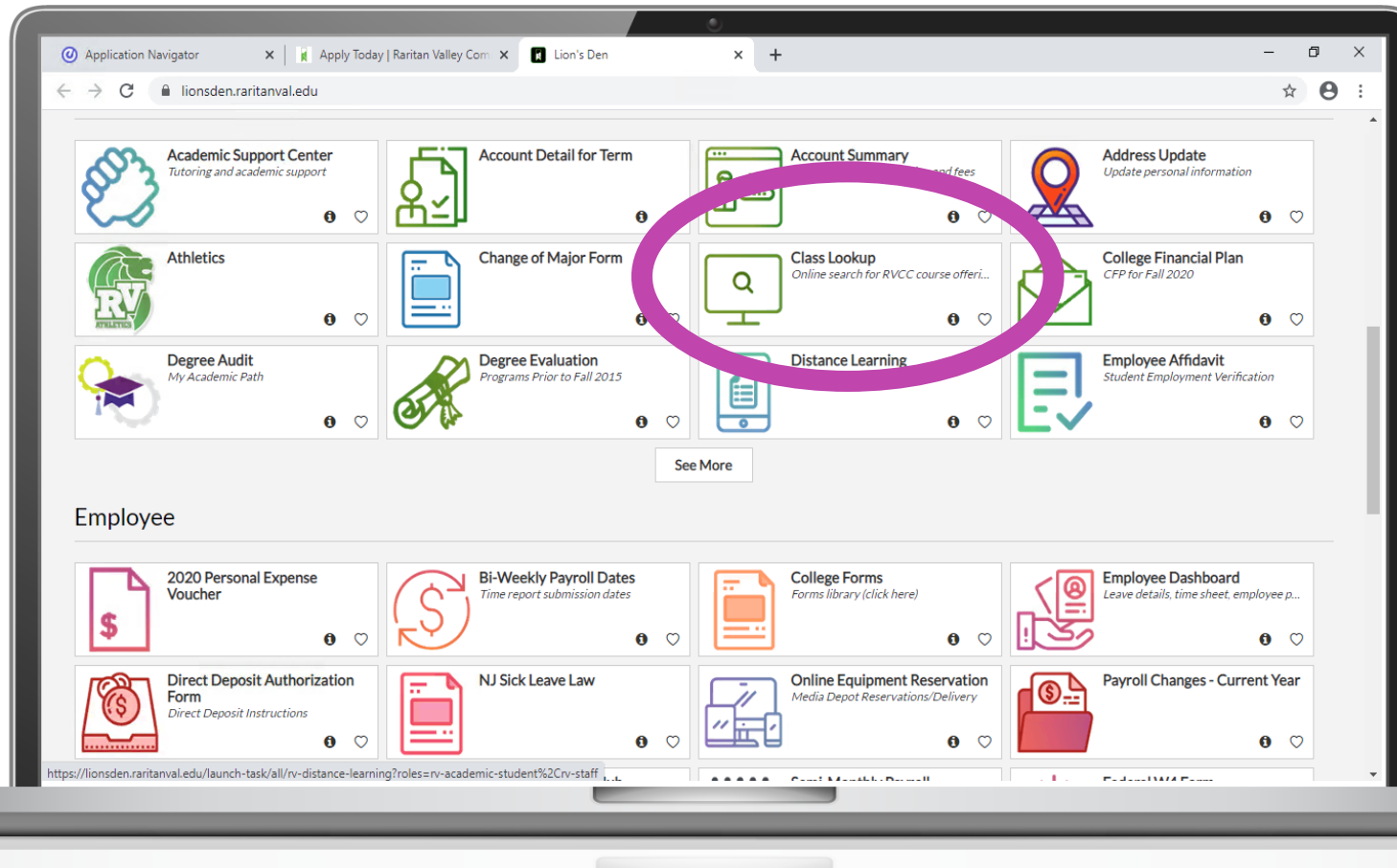
HOW TO REGISTER FOR CLASSES



- Go to **raritanval.edu**
- Login to **Lion's Den**:
 - G#@stu.raritanval.edu
 - Rv password (Case Sensitive)
- **Login issues?**
Contact Tech Services at helpdesk@raritanval.edu or call 908-526-1200 x7887 for password reset

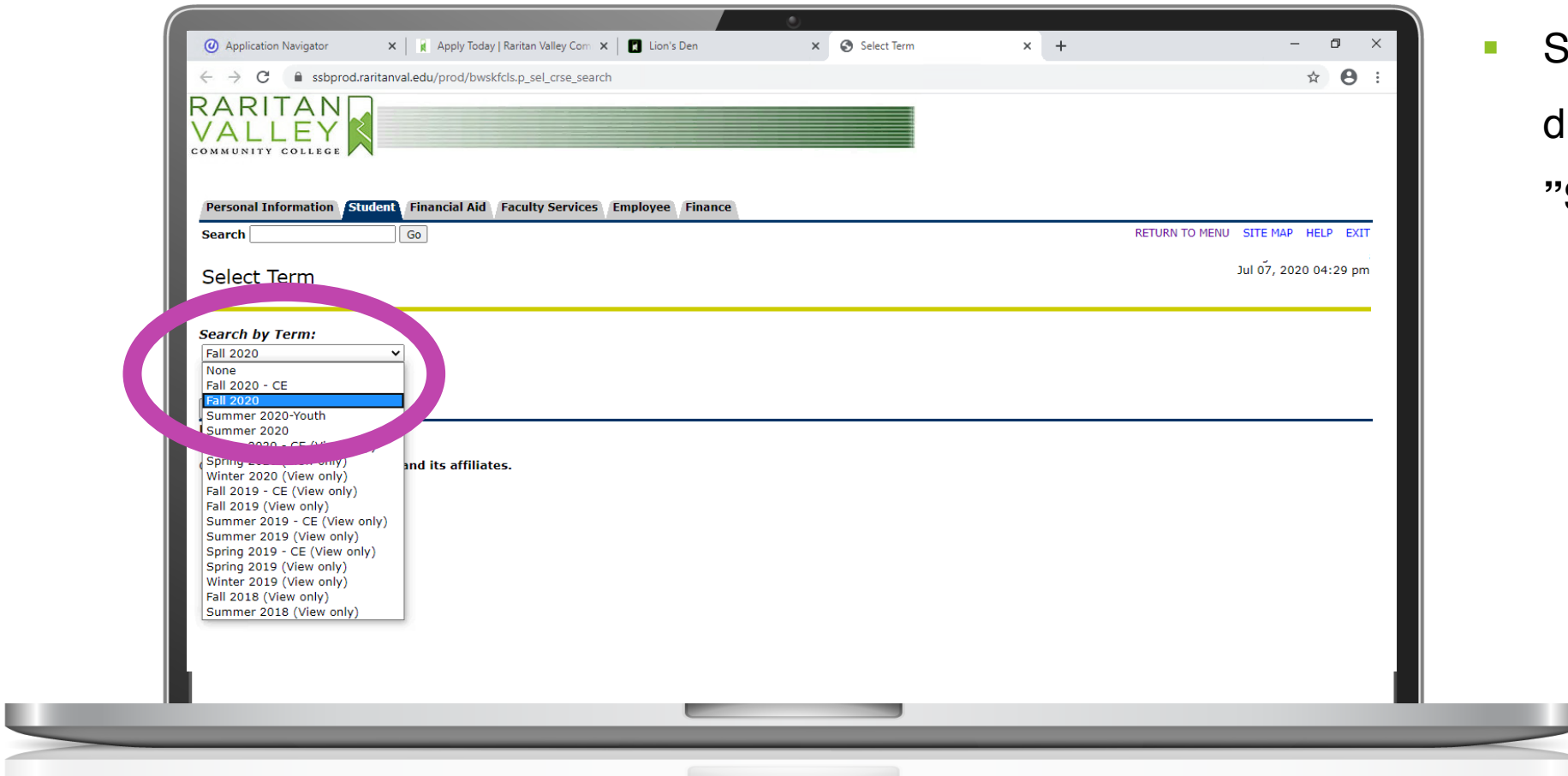
HOW TO REGISTER FOR CLASSES

- In Lion's Den click on the box called **"Class Lookup"**



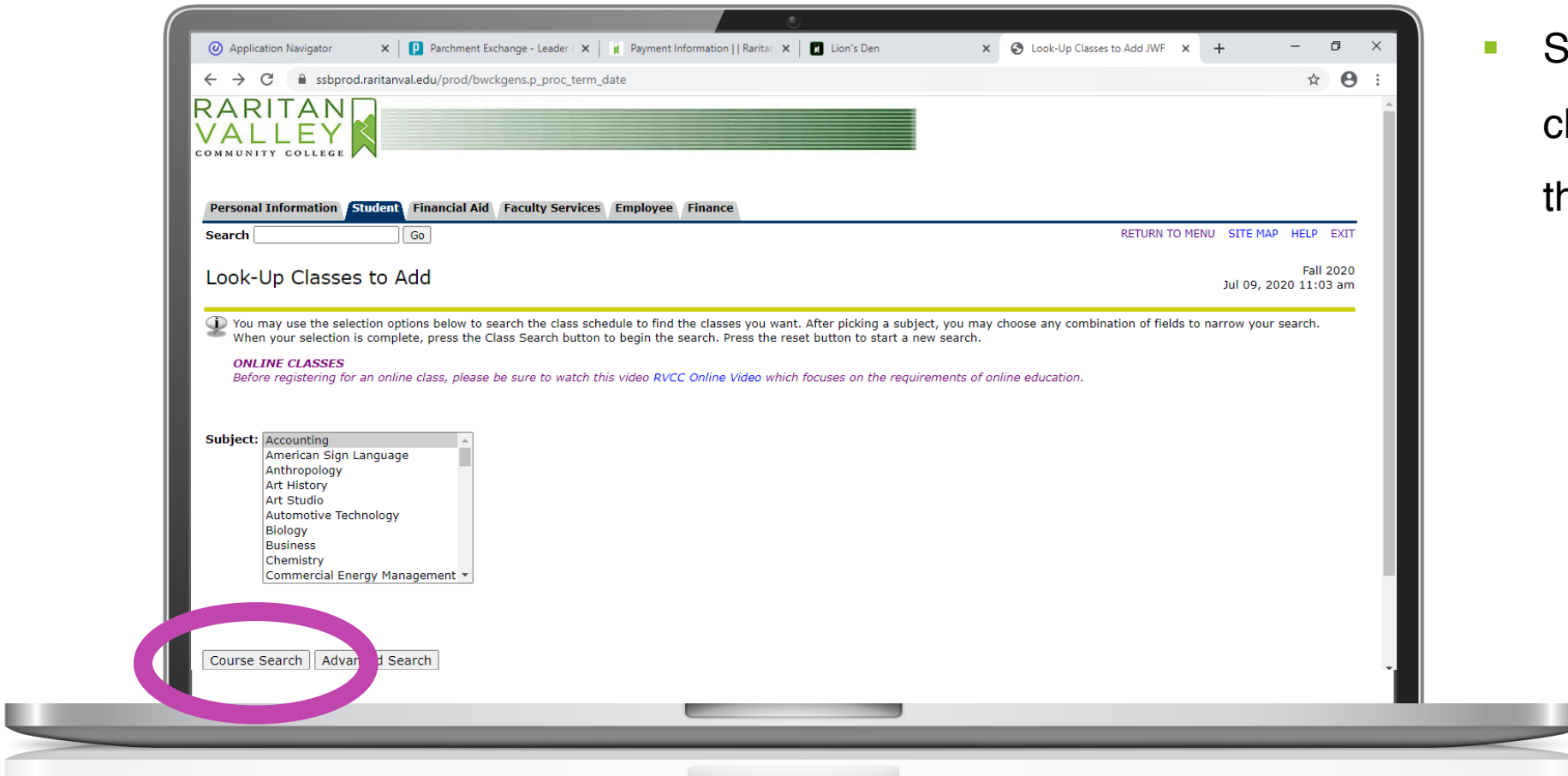
HOW TO REGISTER FOR CLASSES

- Select **“Fall 2020”** from the drop-down menu and click the **“Submit”** button



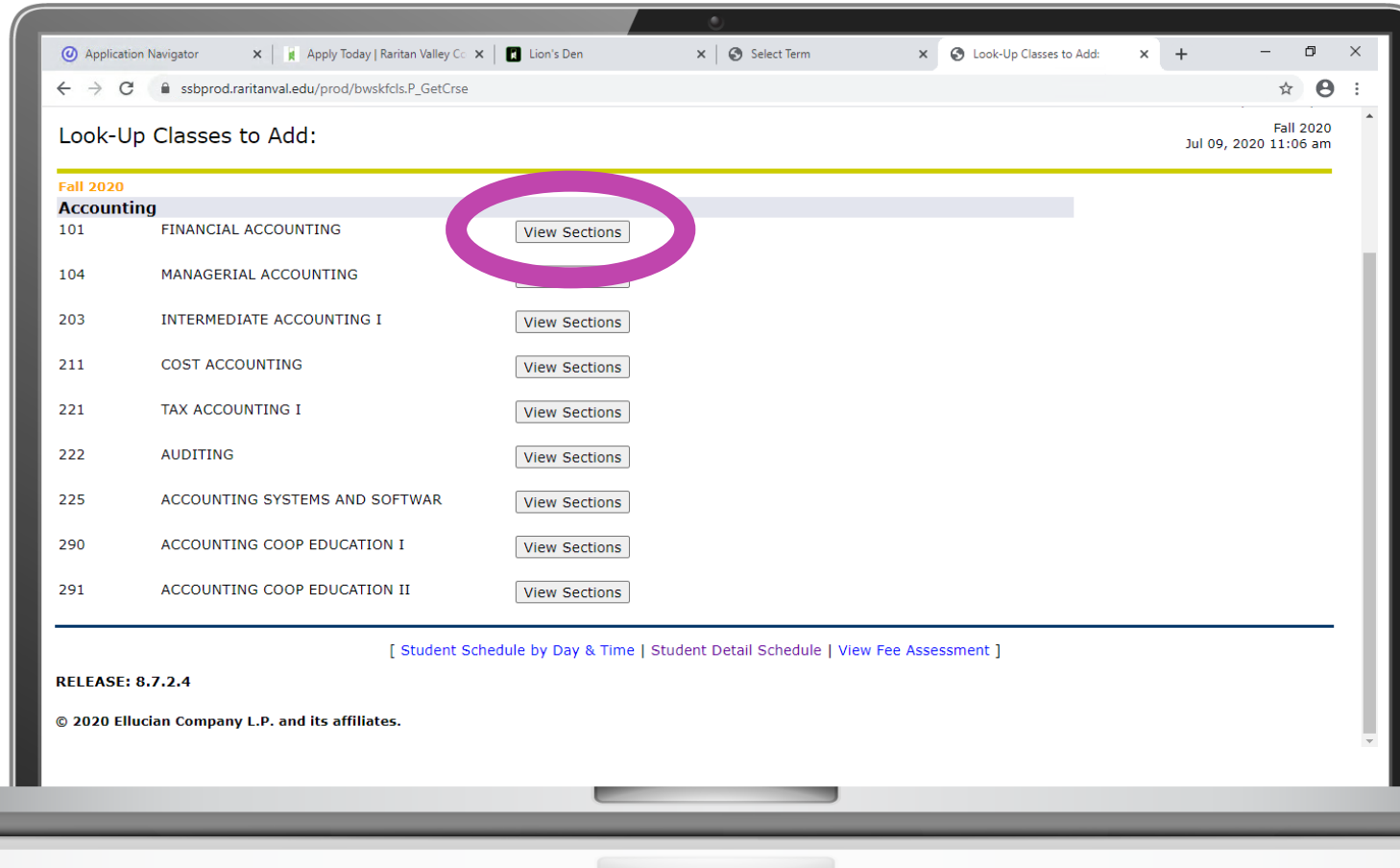
HOW TO REGISTER FOR CLASSES

- Select the course subject and click on **“Course Search”** at the bottom



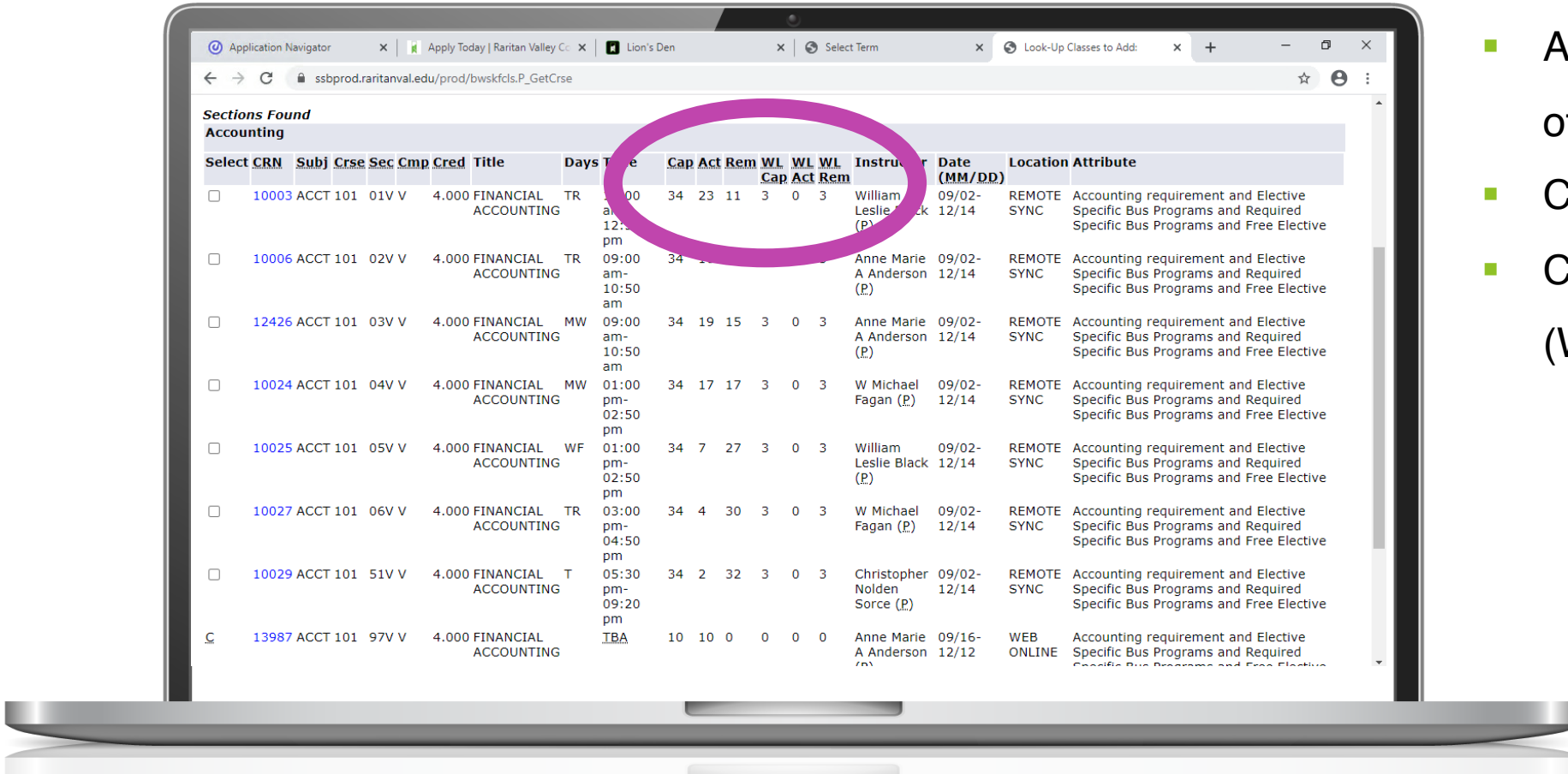
HOW TO REGISTER FOR CLASSES

- Click on **“View Sections”** next to the course you are looking to register for



HOW TO REGISTER FOR CLASSES

- A list of all sections being offered will appear
- Check Remaining seats (Rem)
- Check Wait List available seats (WL Rem)



Sections Found
Accounting

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	WL	WL	Instruc	Date	Location	Attribute
													Cap	Act	Rem		(MM/DD)		
<input type="checkbox"/>	10003	ACCT	101	01V	V	4.000	FINANCIAL ACCOUNTING	TR	09:00 am-12:50 pm	34	23	11	3	0	3	William Leslie Black (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	10006	ACCT	101	02V	V	4.000	FINANCIAL ACCOUNTING	TR	09:00 am-10:50 am	34	1	33	3	0	3	Anne Marie A Anderson (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	12426	ACCT	101	03V	V	4.000	FINANCIAL ACCOUNTING	MW	09:00 am-10:50 am	34	19	15	3	0	3	Anne Marie A Anderson (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	10024	ACCT	101	04V	V	4.000	FINANCIAL ACCOUNTING	MW	01:00 pm-02:50 pm	34	17	17	3	0	3	W Michael Fagan (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	10025	ACCT	101	05V	V	4.000	FINANCIAL ACCOUNTING	WF	01:00 pm-02:50 pm	34	7	27	3	0	3	William Leslie Black (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	10027	ACCT	101	06V	V	4.000	FINANCIAL ACCOUNTING	TR	03:00 pm-04:50 pm	34	4	30	3	0	3	W Michael Fagan (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input type="checkbox"/>	10029	ACCT	101	51V	V	4.000	FINANCIAL ACCOUNTING	T	05:30 pm-09:20 pm	34	2	32	3	0	3	Christopher Nolden Sorce (P)	09/02-12/14	REMOTE SYNC	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective
<input checked="" type="checkbox"/>	13987	ACCT	101	97V	V	4.000	FINANCIAL ACCOUNTING	TBA		10	10	0	0	0	0	Anne Marie A Anderson (P)	09/16-12/12	WEB ONLINE	Accounting requirement and Elective Specific Bus Programs and Required Specific Bus Programs and Free Elective

HOW TO REGISTER FOR CLASSES

Application Navigator x Apply Today | Raritan Valley Co x Lion's Den x Select Term x Look-Up Classes to Add: x + -

ssbprod.raritanval.edu/prod/bwskfcls.P_GetCrse

Sections Found
Chemistry

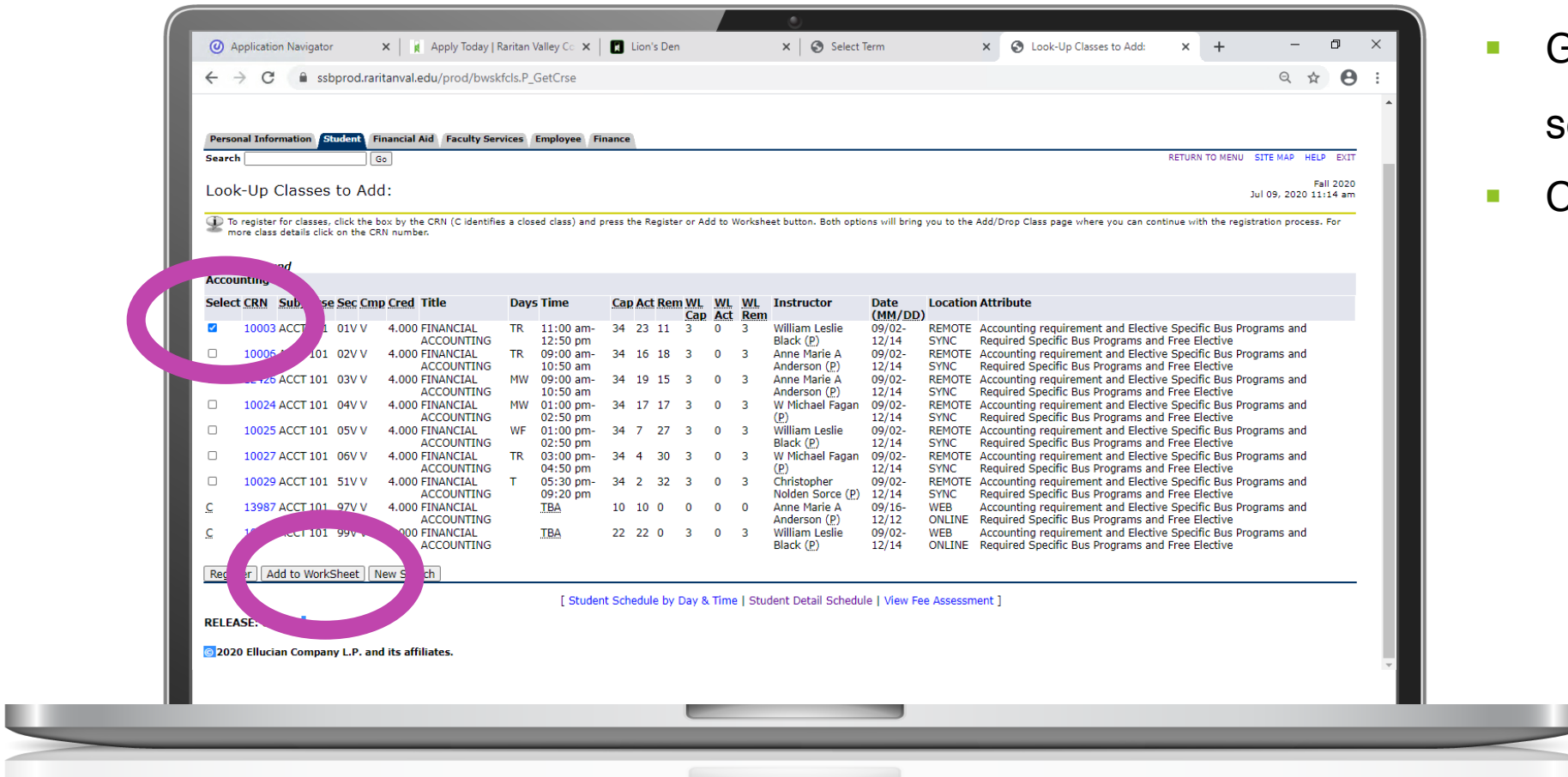
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	D (M/DD)	Location	Attribu
C	10969	CHEM 211	01Y	M		5.000	ORGANIC CHEMISTRY I	MW	09:30 am-11:20 am	18	18	0	3	0	3	John W Lyga (P)	09/02-12/14	REMOTE SYNC	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
								T	09:00 am-12:50 pm							John W Lyga (P)	09/02-12/14	SCIENC SC253	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
C	10970	CHEM 211	02Y	M		5.000	ORGANIC CHEMISTRY I	MW	09:30 am-11:20 am	18	18	0	3	0	3	John W Lyga (P)	09/02-12/14	REMOTE SYNC	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
								M	01:00 pm-04:50 pm							John W Lyga (P)	09/02-12/14	SCIENC SC253	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
<input type="checkbox"/>	10971	CHEM 211	51X	M		5.000	ORGANIC CHEMISTRY I	T	05:30 pm-09:20 pm	18	17	1	3	0	3	Peter H Dobbelaar (P)	09/02-12/14	SC253	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
								R	05:30 pm-09:20 pm							Peter H Dobbelaar (P)	09/02-12/14	CCRVCC GCR-C	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
								R	05:30 pm-09:20 pm							Peter H Dobbelaar (P)	09/02-12/14	CCRVCC GCR-B	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement
<input type="checkbox"/>	17714	CHEM 211	52X	M		5.000	ORGANIC CHEMISTRY I	R	05:30 pm-09:20 pm	18	9	9	3	0	3	Peter H Dobbelaar (P)	09/02-12/14	CCRVCC GCR-C	Chemistry requirement and Free Elective and Math science requirement and Science Elective Specific Prog and Lab-science elective and Lab-science requirement

- Check "**Location**" for learning options
- **WEB ONLINE:** Study at home at your own schedule
- **REMOTE SYNC:** Learn online from home at a specific time. Interact with faculty and classmates
- **BUILDING/CLASSROOM #:** On-campus classroom instruction

Click [HERE](#) to watch a short video on learning options

HOW TO REGISTER FOR CLASSES

- Go to first column to select a section
- Click **“Add to Worksheet”**



HOW TO REGISTER FOR CLASSES

- The course number was added in the box labeled “**CRNs**”
- To add more courses to your schedule, select “**Class Search**”
- Adding courses to your worksheet does not mean you are registered yet

HOW TO REGISTER FOR CLASSES

- **“Submit Changes”** once all courses are added to your worksheet

The screenshot shows a web browser window with the URL ssbprod.raritanval.edu/prod/bwskfreg.P_AltPin1. The page contains instructions for registration, including sections for "CURRENT SCHEDULE", "PAYMENT DUE DATES", "ONLINE CLASSES", "WAITLIST", and "TEXTBOOK INFORMATION". At the bottom, there is a "Worksheet" section with a table of CRNs. The "Submit Changes" button is circled in purple.

YOUR REGISTRATION IS SHOWN BELOW IN THE SECTION TITLED "CURRENT SCHEDULE"

If there is no "Current Schedule" section, you have not yet registered for classes.

To add a class, enter the CRN. If you don't know the CRN and you would like to search for a class, click the "Class Search" button. When you are finished, click the "Submit Changes" button.

If there is a section titled "Registration Errors" you are NOT registered for these classes. Look in the column labeled "Status" to see what the error is.

If you are receiving **Financial Aid**, check with the Financial Aid Office before dropping any courses.

PAYMENT INFORMATION When you are finished registering or dropping, access the "Fee Assessment" link on the bottom of this page for current semester costs. When schedule changes are made via your Lion's Den account you will need to logout and back in to the Lion's Den in order to see the change on your account balance.

PAYMENT DUE DATES
WINTER SEMESTER - To Be Announced
SPRING SEMESTER - To Be Announced
SUMMER SEMESTER - Payment Due May 1
FALL SEMESTER - Payment Due July 31

The amount of your bill can be found by accessing [View Fee Assessment](#) at the bottom of this page. Fall 2020 tuition amounts will be determined later in April. Please check your account through Lion's Den in May for accurate assessment.

If payment is not made by the payment due date, your entire schedule will be subject to cancellation.

ONLINE CLASSES
Before registering for an online class, please be sure to watch this video [RVCC Online Video](#) which focuses on the requirements of online education.

WAITLIST
For information about the waitlist process, please access the [Waitlist FAQs](#). If you place yourself on a waitlist, be sure to check you RVCC email daily.

TEXTBOOK INFORMATION To view information about the textbooks required for courses, please access [RVCC Textbooks](#)

PLEASE NOTE - Registration and Adding of Courses is permitted for a limited Add/Drop period during the first week of the term. Classes may be dropped online through the end of the specified withdrawal period for the term in which the class is held - please see the [RVCC Semester Withdrawal/Refund Schedule](#)

Worksheet

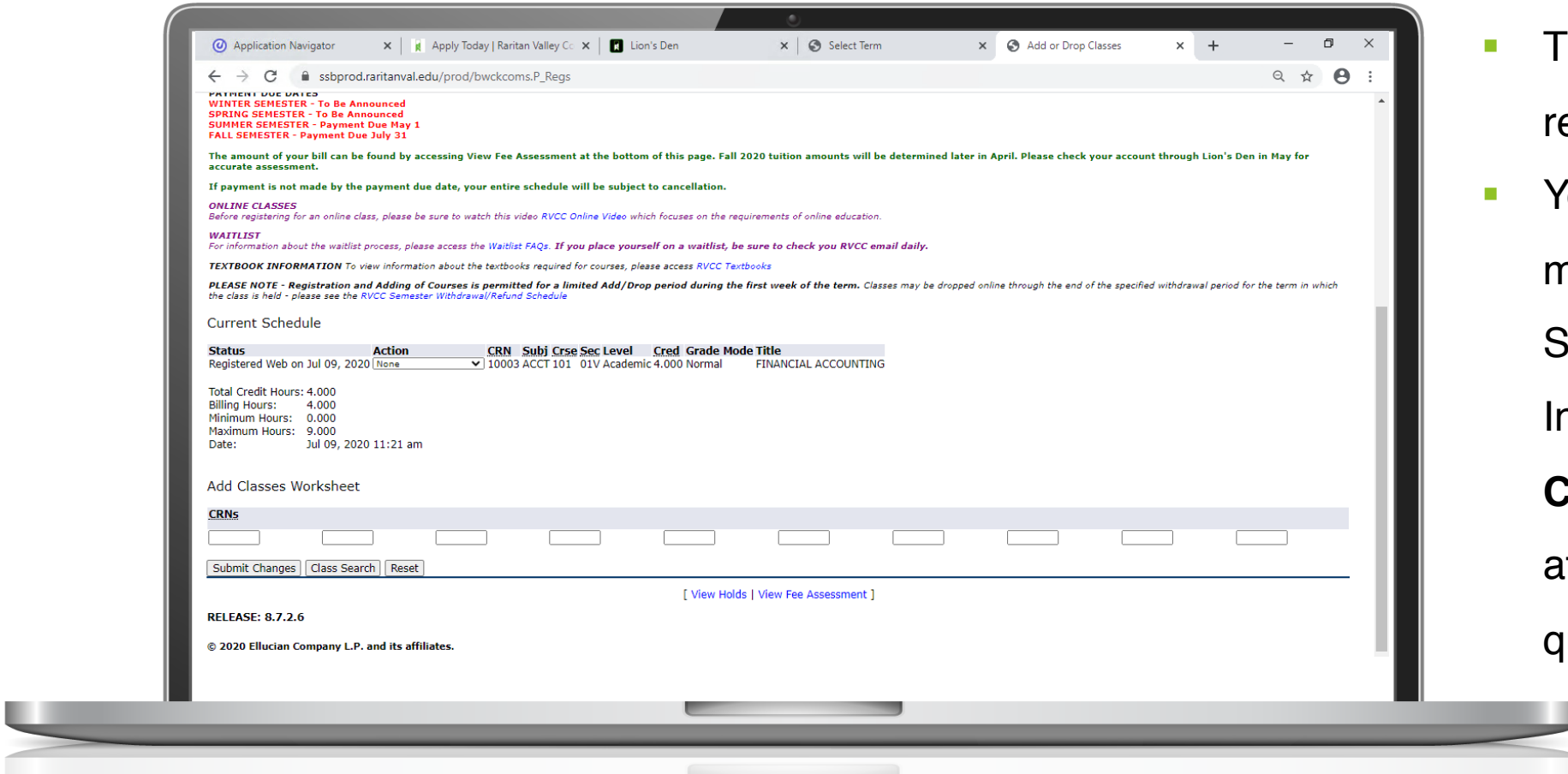
CRNs
10003

[Submit Changes](#) [Class Search](#) [Reset](#)

[View Holds](#) [View Fee Assessment](#)

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HOW TO REGISTER FOR CLASSES



- This screen confirms your registration
- You may experience some error messages: Pre-requisite Test Score, Time Conflict or Instructor Approval Required. **Contact the Enrollment Office** at registrar@raritanval.edu for questions regarding errors

HOW TO REGISTER FOR CLASSES

- View your tuition by selecting **“View Fee Assessment”** on bottom of the page

The screenshot shows a web browser window with multiple tabs. The active tab is titled 'Add or Drop Classes'. The URL is 'ssbprod.raritanval.edu/prod/bwckcoms.P_Regs'. The page contains several sections: 'PAYMENT DUE DATES' with a red warning, 'ONLINE CLASSES', 'WAITLIST', 'TEXTBOOK INFORMATION', and 'PLEASE NOTE'. Below these is the 'Current Schedule' section, which includes a table with columns: Status, Action, CRN, Subj, Crse, Sec, Level, Cred, Grade, Mode, and Title. The table shows a single entry for 'FINANCIAL ACCOUNTING'. Below the table are 'Total Credit Hours', 'Billing Hours', 'Minimum Hours', 'Maximum Hours', and 'Date'. The 'Add Classes Worksheet' section includes a row of input boxes for 'CRNs', 'Submit Changes', 'Class Search', and 'Reset' buttons. At the bottom, there is a 'RELEASE: 8.7.2.6' and a link 'View Fee Assessment' which is circled in purple. Other links like 'View Holds' and 'Add or Drop Classes' are also visible.

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Registered Web on Jul 09, 2020	[None]	10003	ACCT	101	01V	Academic	4.000	Normal		FINANCIAL ACCOUNTING

HOW TO REGISTER FOR CLASSES

- Your total **charges** are displayed for the semester
- At the bottom you can select information regarding **payment options** and **payment plans**
- You can also **view your schedule**

