

Registration Tips:

Search for Courses Offered Online

Self-Service Carolina (my.sc.edu) is the Student Information System used to locate and register for courses that fit your schedule and your needs.


Purpose and Applications

- Use Advanced Search Options to identify courses offered in the formats you need to fit your schedule.
- Understand your options for instructional mode.


About Online Instructional Modes

USC Upstate offers 100% Web online courses in four main formats:


ONLINE AND BLENDED CLASSROOM OPTIONS




01 ONLINE ASYNCHRONOUS



**02 HYBRID SYNC/
ASYNCHRONOUS**



03 ONLINE SYNCHRONOUS



04 HYFLEX

- Online Asynchronous classes offer instructional materials and assignments with set deadlines, but there are no scheduled course meetings.
- Hybrid Synchronous/Asynchronous courses combine scheduled online virtual course meetings once or twice per week (typically for 100 minutes or less for a semester-long course) with fully online instructional materials and assignments with set deadlines.
- Online synchronous classes have the same schedule as face-to-face courses, but you meet online remotely and never need to come to campus for class.
- HyFlex courses are the most flexible. They offer all instructional materials and assignments fully online with no scheduled meetings, OR you may attend scheduled class sessions face-to-face OR online through virtual class meetings. You may also change which way you attend from week to week depending on your availability and needs for live instructional support. You will see these courses listed with scheduled meeting times and locations, but you may choose to complete FLEX or HyFlex courses completely online asynchronously throughout the whole semester and never attend a scheduled course meeting.
- See [Types of Online and Hybrid Courses](#) for more information.

For help with registering for courses, please contact your advisor. For technical help with logins or passwords, please contact the Help Desk at 864.503.5257 or helpdesk@uscupstate.edu.

Search for Online Courses in Self-Service Carolina

- Login to Self-Service Carolina at my.sc.edu.
- Click on Registration.

The screenshot shows the 'Student' section of the Self-Service Carolina portal. A red circle with the number '1' is placed over the 'Student' button in the top navigation bar. Below the navigation bar, there is a grid of service tiles. A red circle with the number '2' is placed over the 'Registration' tile, which is also highlighted with a red rectangular border. The 'Registration' tile contains the text: 'Registration: Browse classes, register for classes, view shopping cart. Select the appropriate term before registering.'

- Click on **Register for Classes**.

The screenshot shows the 'What would you like to do?' section of the Self-Service Carolina portal. It features a grid of six service tiles. A red rectangular border highlights the 'Register for Classes' tile, which also has a red circle with the number '3' next to it. The 'Register for Classes' tile contains the text: 'Register for Classes: Search and register for your classes. You can also view and manage your schedule.'

- Select the term and click **Continue**. Note that Winter Term Courses can be found under the Spring term for the academic year.
- In the top block of the next page, select your campus (USC Upstate).

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- Click **Advanced Search**.

Find Classes | Enter CRNs | Shopping Cart | Schedule and Options

Enter Your Search Criteria i

Term: Fall 2020

* Campus

* Subject

Course Number

Open Sections Only

- Scroll down to select the Instructional Modes by which you would like to search.

Instructional Methods You can add another

x 100% Web Asynchronous
x 100% Web Synchronous
x 100% Web Mix Async & Sync

Level: Blended 50% or More Web

Part Of Term: Blended/Hybrid up to 49% Web

Part Of Term: Face-to-Face Instruction

Attribute: Flex Face-to-Face or Online

Meeting Days: Palmetto College Course

- You may select more than one at a time by clicking “You can add another” after making your first selection.

Instructional Methods You can add another

x 100% Web Asynchronous
x 100% Web Synchronous

- Students who cannot enroll in courses with scheduled meeting times may select 100% Web Asynchronous, Flex Face-to-Face or Online, or Palmetto College Course if you are enrolled in a program in association with the Palmetto College.
- Students who are interested in scheduled online course meetings may select 100% Web Synchronous, 100% Web Mix Async & Sync, or Flex Face-to-Face Online. Some Palmetto College courses may also have scheduled online course meetings.

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Quick Tips

- Find more [Online Student Resources](#) and [Virtual Support Services](#) online.
- [Complete the Blackboard for Students Quick Start Self-Guided Course](#). This one-hour self-guided course gives you a quick tour of Blackboard, where you find the online components of your course. With an introduction to everything from customizing your profile picture to finding online campus communities and resources, this course gets you off to a good start. First, log in to Blackboard using the username provided in your admissions materials and your Multifactor Authentication password and app confirmation. Go to the [Quick Start course](#). Click on the message saying, "Click here to enroll." Click the **+ Enroll** option with the green plus sign on the bottom of the course menu on the left. Earn your Online Learner Badge for completing the course.