

REGISTERING FOR A COURSE USING MY PROGRESS

Registrar's Office | kscregistrar@keene.edu

1. Go to MyKSC > Course Registration > Student Planning > My Progress
2. Read carefully your requirements. The requirements will clearly state whether you need to take all the courses listed or if you are choosing only one or more from the list.

2.

Take courses IISPD-151, SPDI-180, SPDI-221, SPDI-304, SPDI-351. ⚠ 0 of 5 Courses Completed. [Hide Details](#)

Status	Course	
✓ Registered	IISPD-151	Product Design Principles
ⓘ Not Started	SPDI-180	Metal Procs & Proto
ⓘ Not Started	SPDI-221	3-D CADD
ⓘ Not Started	SPDI-304	Materials: a Life-Cycle View
ⓘ Not Started	SPDI-351	Product Design II

3. Click on the link of the course you want. Student Planning will take you to the search for that specific course:

Filters Applied: [Fall 2019](#) ×

SPDI-180 Metal Procs & Proto (4 Credits) [Add Course to Plan](#)

Deals with the processes involved with machining, casting and fabricating metal. Shop safety, proper use of hand and measuring tools, and the use of machine tools are covered. Valuable prototyping skills are covered. Two hour lecture, three hour lab. Fall, Spring.

Requisites:
None

Locations:
Keene State College, Continuing Education, No Room Assignment, Summer Session

Offered:
All, Every Year

[View Available Sections for SPDI-180](#) ▼

4. Apply appropriate filters (located on the left of your screen.) In the above example, the student applied the Fall 2019 filter.
5. Make sure you "View Available Sections" so you can add the course to your schedule.

6. Once courses are in your plan, they should appear as **yellow** on your schedule:

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
11am							
12pm							
1pm							
2pm							
3pm							
4pm			SPDI- 180-01		SPDI- 180-01		
5pm							
6pm							
7pm							

This course appears twice on each day because it is scheduled in two different rooms – normally you would only see it appear once.

To actually register for the course, you must now choose the “Register Now” button in the upper-right corner which will register you for all courses in your plan you are eligible to register for at the same time OR you can choose the “Register” button on each individual class.

Schedule
Timeline
Advising
Petitions & Waivers

<
>
Spring 2021
-
+

Remove Planned Courses
Register Now

Filter Sections
Save to iCal
Print

Planned: 8 Credits
Enrolled: 0 Credits
Waitlisted: 0 Credits

SPDI-110: Elect & Electronic Fund
View other sections

SPDI-180-01: Metal Procs & Proto
Planned
Credits: 4 Credits
Grading: Graded
Instructor: Bickford, M
1/25/2021 to 5/7/2021
Seats Available: 1
Meeting Information
Time: TTh 4:00 PM - 6:10 PM
Dates: 1/25/2021 - 5/7/2021
Location: Keene State College TDS Building 101 (Blended)
Time: TTh 4:00 PM - 6:10 PM
Dates: 1/25/2021 - 5/7/2021
Location: Keene State College TDS Building 103 (Blended)
Register
View other sections

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
11am							
12pm							
1pm							
2pm							
3pm							
4pm			SPDI- 180-01		SPDI- 180-01		
5pm							
6pm							
7pm							
8pm							
9pm							
10pm							
11pm							

Helpful tip: When adding a course to your plan, be sure you are adding a specific section and not just the course. If you don't add a specific section, the “Register Now” button won't work.

What if the requirement is not a specific course? Use the Search button for the same result:

1.
Take ONE IH or HNRSH course.  0 of 4 Credits Completed. [Hide Details](#)

Status	Course	<div>Search</div>	Grade	Term	Credits
 Not Started					