Start Here

The MyCF portal is your access to your student records. The MyCF portal offers up-to-date information and services to students and is where you will complete your registration for classes.

Search for Courses

In the Catalog-Coursesportlet, there is a link to the college catalog where you can look up courses and course descriptions. The Course Search link takes you to the advanced search screen from which you can search by course code, course title, campus or center, instructional method, instructor, etc.

Go to the Course Search link now to make your selections.
- Write down the course code and the two-digit section number for each class you want to take and be sure to note the campus where the class is being offered.
- Once you have chosen your classes, close your browser window to return to the MyCF portal homepage.
- You will need to log in to register.

Log In to MyCF Web Portal to Register

Log in with your CF ID number and password. After you have logged into your portal, you will see your name above the first column. Select Personal Info to update.

Register Now

Once you have logged in, click on the Enrollment tab and select Add or Drop Classes, then Register for Classes.

A separate browser window will open. From this Registration Entry screen, enter the desired course number in the first box and section number in the second. To display all sections, leave second box blank and click on the “?” Select the desired section and click on the box labeled Add.

Once you have finished registering for your classes, you need to PRINT your schedule and fee statement (Enrollment portlet or tab, then click on My Classes and Fees). When you have finished, be sure to log out and close your browser.
Portal Tips

- **Web Registration Help.** If you have questions or need help using the Web registration system, visit an Enrollment Services Center at the campus nearest you.

- **Note Course Locations.** When searching for courses, note the campus where the course is being offered.

- **Watch the Announcements portlet throughout the semester for important updates.**

- **Keep Information Up to Date.** Once you log in to the portal, be sure to enter your email address and keep it up to date. Select Personal Info to update your information.

- **Stay up-to-date with important dates by viewing the online College Academic Calendar.**

College Prep Courses

Students enrolled in college prep English, reading or mathematics courses may NOT enroll in college-level credit courses in the same areas or courses that require successful completion of these prep courses. Students are allowed to enroll in a maximum of 12 credits of college-level courses while completing college prep requirements. To be sure you are on the right path, we recommend that you meet with an advisor. An advisor contact list is provided at [www.cf.edu/departments/sa/enroll/advisors.htm](http://www.cf.edu/departments/sa/enroll/advisors.htm).

English as a Second Language

CF has a full-time program at the Ocala Campus to teach ESL. The following courses are offered: Combined Skills (Reading) Level I, Intermediate Combined Skills (Reading) Level II, Grammar/Structure Levels I and II, Speech/Listening, and Writing. All ESL courses are part of the English for Academic Purposes, EAP, which prepares students for college prep and higher-level credit courses. All non-native English speaking students must be assessed by the director of ESL before registering for classes. For more information, call 352-854-2322, ext. 1624.

Access Services

CF’s Office of Access Services is dedicated to helping students with documented disabilities achieve their academic and vocational goals. The program provides a variety of free services that may include:

- adapted testing
- American Sign Language interpreters
- audio textbooks
- note-taking
- screen reading, enlarging and dictation software.

For information, visit [http://www.CF.edu/departments/sa/access/](http://www.CF.edu/departments/sa/access/) or contact Kimberley Smith, 352-854-2322, ext. 1580, or smithk@cf.edu.

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**www.CF.edu**

College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, gender, age, marital status, national origin, genetic information or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact Carol W. Smith, Equity Officer, Ocala Campus, Ewers Century Center, Room 201C, 3001 S.W. College Road, 352-854-2322, ext. 1437 or smithc@cf.edu.