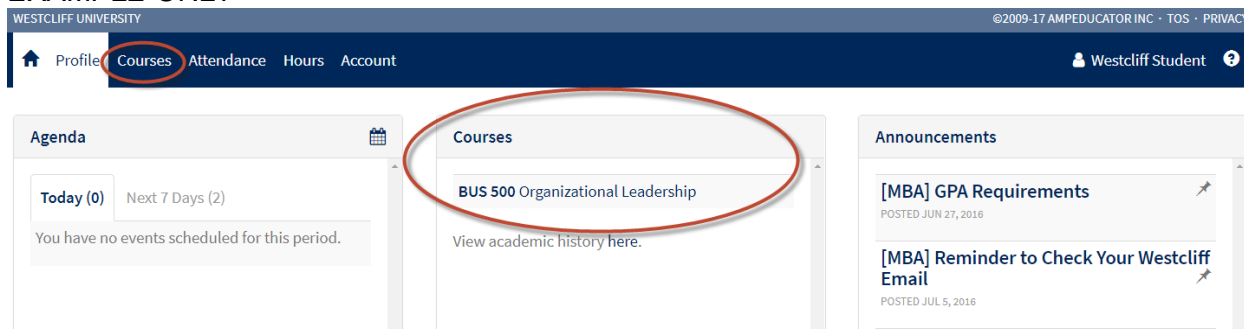# How to View
Your Course Details in SIS

Below are instructions for how to find details about your course:

1. Go to sis.westcliff.edu and log in to your account.
   *Remember that your username is your student ID number (lowercase letter in front!). If you have forgotten your password, please email your Student Rep right away so that it can be reset for you.

2. Once logged in, go to "Courses" either in the center of your homepage or from the options that run across the top of the webpage. See screenshot below:
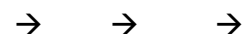
EXAMPLE ONLY

3. Click on the course code and name.

4. From this screen you will be able to see a summary of all of your course details* including the following:
a.   class meeting days/times
b.   textbook information
c.   location
d.   start and end date of course
e.   professor name

Note for Weekly Program Students: These details are only available at this time for the upcoming course session. Course details for the following session will be available about one month from this time.

*Note for Weekend Program Students: These details are available for your weekend semester-long course, and there are details for your 8-week online course **if** your online course is scheduled for the upcoming session. For students with an online course scheduled for the second session of the semester, course details will be available about one month from this time.*

→   →   →

EXAMPLE ONLY

Details

WEEKLY CLASS MEETINGS
Day: Wednesdays
Time: 6:00 - 9:30pm PST

TEXTBOOK INFORMATION
Title: The Leadership Challenge
Edition/Year: 5th - 2012
Author(s): Kouzes & Posner
Publisher: New York: John Wiley & Sons
ISBN: 978-0470651728

Course Code	BUS 500		Passing Mark	70.00%
Course Name	Organizational Leadership		Location	Irvine Campus
Section	183-202-500a		Session	2017-2018 Spring 2018 -Session 3
Credits	3.00		Start Date	Jan 8, 2018
Hours	135.00		End Date	Mar 4, 2018

Instructors

If you have any issues or run into any problems completing the above steps, please contact your Student Services Rep right away.