

## SWAP CLASSES

1. Log on to the CampusConnection Portal

**In the menu on the left:**

2. Click Student Center

**Under Academics:**

3. Click Enroll

4. Choose Swap from the menu at the top of the page.



5. Select the appropriate Term



6. Click **CONTINUE**

7. Select the class you wish to swap

8. Enter the Class Nbr or search for the class you want to add.

9. Click **NEXT**

10. Click **FINISH SWAPPING**

11. View the results. The Status Field, will display a  if it's a successful swap, or an  if an ERROR has occurred.

9. Click My Class Schedule to confirm.