

Printing Your Semester Schedule

1. Go to **my.OTC.edu**
2. Login using your OTC username and password
3. Select **Student Planning**

my.OTC

It0670945 Email Canvas Ask OTC Sign out Help

Hi, You've arrived at MyOTC!
Choose a category to get started.

Notifications

| Title | Details | Link |
|---------------------|---|------|
| ATTENTION STUDENTS! | The registration process for [unintelligible] has changed. Please review before registering. New registration process | |

Student Planning
Here you can see your program requirements, contact your academic advisor, plan for future semesters and register for classes.

Grades
Here you can view your grades by term.

Enrollment Verifications
Here you can view and request an enrollment verification.

Student Accounts
Here you can view your registration charges, current account information, and monthly statements as well as access your payment portal.

Tax Information
Here you can change your consent for e-delivery of tax information.

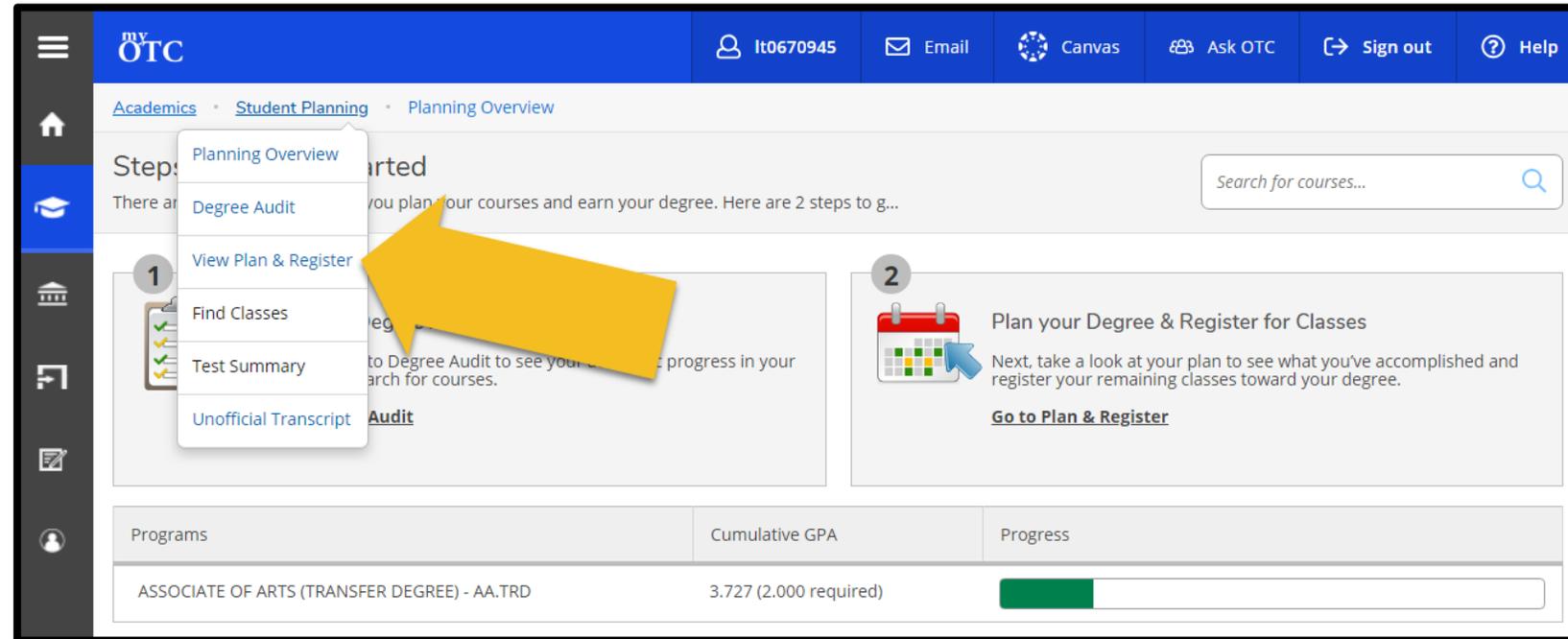
Graduation
Here you can apply for graduation.

Financial Aid
Here you can access financial aid data, forms, etc.

Transcript Requests
Here you can request an official transcript and view the status of prior requests.

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4. Select the **Student Planning** dropdown to navigate to **View Plan & Register**



The screenshot displays the myOTC Student Planning interface. The top navigation bar includes the myOTC logo, user ID (It0670945), Email, Canvas, Ask OTC, Sign out, and Help. The breadcrumb trail shows Academics > Student Planning > Planning Overview. A search bar for courses is visible on the right. The main content area features two steps: Step 1, 'Find Classes', and Step 2, 'Plan your Degree & Register for Classes'. A dropdown menu is open over the 'View Plan & Register' link in Step 1, with a yellow arrow pointing to it. The dropdown menu options are: Planning Overview, Degree Audit, View Plan & Register, Find Classes, Test Summary, and Unofficial Transcript. Below the steps, a progress bar shows the cumulative GPA (3.727) and the required GPA (2.000) for the Associate of Arts (Transfer Degree) - AA.TRD program.

| Programs | Cumulative GPA | Progress |
|--|------------------------|---|
| ASSOCIATE OF ARTS (TRANSFER DEGREE) - AA.TRD | 3.727 (2.000 required) | <div style="width: 100%; height: 10px; background-color: green;"></div> |

Printing Your Semester Schedule

4. Select **Print**
5. Use your web browser's options to print your **Semester Schedule**

The screenshot shows the 'myOTC' interface for 'View Plan & Register for Classes'. The page includes a navigation bar with 'Print' and other options. A yellow arrow points to the 'Print' button. Below the navigation bar, there is a search bar, a red notification banner, and a schedule grid for 'SPRING 2017'. The grid shows a class 'ENG-101-106' scheduled for Monday, Wednesday, and Friday at 10am. A sidebar on the left provides details for the selected class.

myOTC It0670945 Email Canvas Ask OTC Sign out Help

Academics Student Planning View Plan & Register

View your Plan & Register for Classes Search for courses...

You must sign up for a My Payment Plan on the SAME DAY you register in order to complete your registration. View Registration Charges

Schedule Timeline Advising Petitions & Waivers

< > SPRING 2017 +

Filter Sections Save to iCal Print Planned: 0 Credits Enrolled: 3 Credits Waitlisted: 0 Credits

ENG-101-106: COMPOSITION I

✓ Completed

Credits: 3 Credits
Grading: Graded
Instructor: FORESEE, K
1/17/2017 to 5/18/2017

Meeting Information

View other sections

| | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|------|-----|-------------|-----|-------------|-----|-------------|-----|
| 9am | | | | | | | |
| 10am | | ENG-101-106 | | ENG-101-106 | | ENG-101-106 | |
| 11am | | | | | | | |
| 12pm | | | | | | | |
| 1pm | | | | | | | |
| 2pm | | | | | | | |
| 3pm | | | | | | | |