

HOW TO ADD A CLASS & GET IT APPROVED

1 LOG INTO JETSTREAM

Go to www.jcemi.edu/jetstream and use your JC log in info to sign in. Once signed in, click on **STUDENT PLANNING** then **GO TO PLAN & SCHEDULE**

2



Plan your Degree & Register for Classes

Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.

[Go to Plan & Schedule](#)

2

FIND YOUR CLASS

In the search bar, type in the class (course letters and number. Ex: ENG 131) you would like and hit enter.

ENG 131

3

ADD CLASS TO PLAN

Remember, you can only register for classes what you have chosen a section for and that is approved by your Student Success Navigator.

Want to add a section? Refer to the [How to Add a Section Guide here!](#)

ENG-131 Writing Experience I (3 Credits)

[Add Course to Plan](#)

4 REQUEST A REVIEW

Once you are done adding all your classes to your plan, click on "Request a Review".

Remember to leave a note indicating what you are asking to be reviewed.

This will send an email to your Student Success Navigator to have them check your plan and approve your classes.

5

ALL DONE!

If you run into any errors or would like to go through the process with someone, feel free to connect with your assigned Student Success Navigator.

Unsure who your Student Success Navigator is? Find them [here!](#)

You will receive an email from your navigator saying "review complete" once they review your jetstream

