When would I use the Enrollment Shopping Cart?

- Use the Shopping Cart to <u>temporarily</u> plan your class schedule until it is time to enroll for a term.

How do I access my Enrollment Shopping Cart?

- Go to **gotoltc.edu** (LTC's website).
- Click on *MYLTC* link located in upper right-hand corner.
- Click on **Sign In**
- Enter your User ID (LTC student ID#) and your password.
- Click on **Student Center**.

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Click on **enrollment shopping cart**.

- Select appropriate term and click **CONTINUE**.

- Enter 5 digit Class Nbr and click **enter**.

- If class is full ⚠ **Wait List** will appear.

- Select **Wait list if class is full** checkbox if you want to be placed on wait list for this class. Click **NEXT** to add the class to your shopping cart or **CANCEL** to search for another class.

How do I check for possible conflicts?

- Select class(es) and click **validate** to check for possible conflicts.
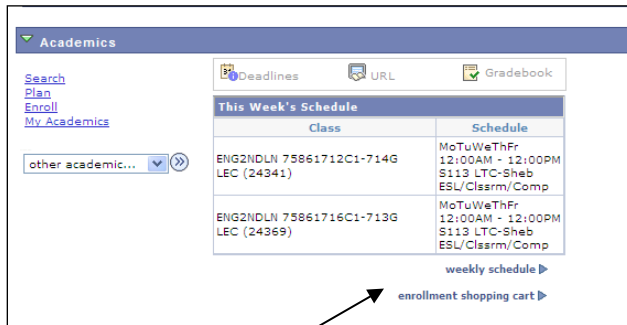- Select class(es) and click **delete** to remove a class from your shopping cart.

- Review potential problems ✖ and click on **SHOPPING CART** to make any adjustments to your shopping cart, if necessary.
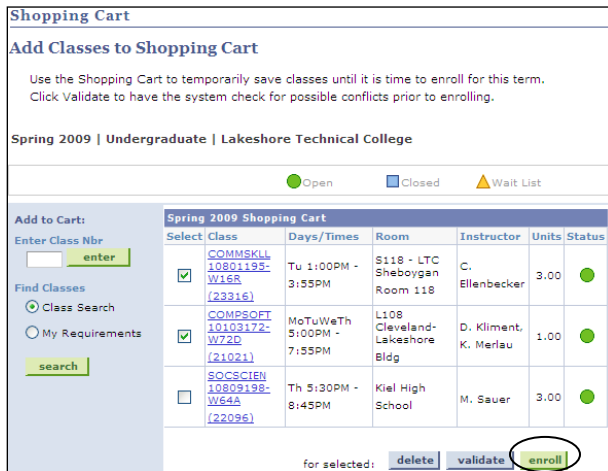
You are NOT enrolled at this time. Classes are only in your shopping cart.
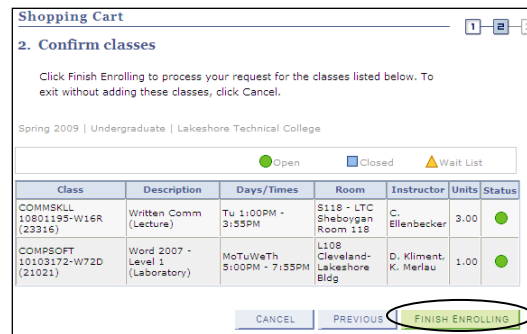
How do I enroll using my shopping cart?

- Go to **gotoltc.edu** (LTC's website).
- Click on *MYLTC* link located in upper right-hand corner.
- Click on **Sign In**.
- Enter your User ID (LTC student ID#) and your password.
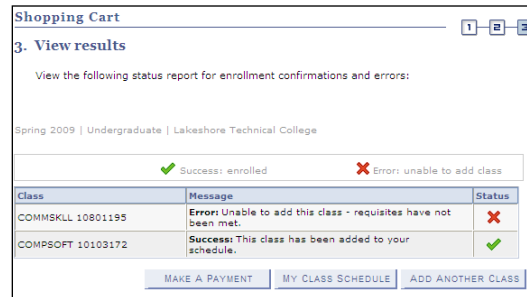- Click on **Student Center**.

- Click on **enrollment shopping cart**.

- Select the class(es) you wish to enroll in by checking the box in front of the class(es).
- Click on **enroll**.

- Click on **FINISH ENROLLING** to complete your enrollment.

- Classes with a ✔ have been successfully enrolled.

Who do I contact if I have questions?
Contact Student Services at 920.693.1109 or 1.888.GO TO LTC, Extensions:

- Advising 1109
- Financial Aid 1718
- Records 1888
- Registration 1366

Contact the 24/7 **Help Desk** toll free at

1.877.44MYLTC (**1.877.446.9582)**

Enrollment Shopping Cart

My LTC is your online resource for information and services