

TRANSCRIPT - How to Register for Classes at Bevill State in OneACCS

Bevill State Community College - Fall 2020 Registration

How to Register - Students who are clear in admissions and have a Student ID Number (A#) can search for classes by clicking on the OneACCS, the brand new Self-Service Banner, link located at the top of the Bevill State Community College Homepage.

Beginning Fall 2020, all students will use OneACCS to register for classes. To access the new OneACCS Banner Self Service, you must use your username and password. Password = BSCC+your six-digit date of birth (BSCCmmddyy)

Once you sign in to OneACCS - Click Student - Click Registration - Click Look up Classes - Then Select a Term

Click on Registration

Click on Look Up Classes

Select a term: Fall 2020

Clicking Registration gives you the following menu choices - Select at term, Look Up Classes, Student Detail Schedule, Registration Status, Active Registration, Concise Student Schedule

Adding and Dropping Classes - Click on Add or Drop Classes

This is the Add Classes Worksheet. Enter Course Reference Numbers (CRN) in the highlighted area above to add the classes to your schedule (register for the semester).

Student Profile - Click the Student Tab

Click the Student Profile

This screen will provide you with a complete view of your student record. You can view holds (if you have any on your account), advisor information, program of study, and class schedule.

Registration Status - Click the Student Tab, Click Registration, Click Registration Status

Your Registration Status screen appears. It will tell you if you have holds, your academic standing, if you can register, and what classification you are.

Academic Transcript - Click the Student Tab

Click Student Records

Click Unofficial Transcript

Academic Transcript (continued) - Select the Transcript Level and Transcript Type from the drop-down menus. The Transcript Level will be undergraduate and the default Transcript Type is Unofficial Web Transcript. This transcript shows all work from your current institution as well as specific transfer work.

Click Submit.

Account Summary - Click the Student Tab, Click Student Account, Click Account Summary

This option allows you to see a summary of your tuition, fees, and miscellaneous charges as well as any financial aid or payments that have been applied. You can view your Account Detail by Term if you want to see more detail.

OneACCS Student Self Service Guide (PDF)

Your Story Starts Here! www.BSCC.edu (800) 648-3271