How to Register for Classes
New students must file an application at least 8 business days prior to registering.

1. Go to the Gavilan homepage (www.gavilan.edu). Click on the MyGAV icon.

2. Log in to MyGAV. Enter your “G” number and PIN. Click Login.

3. On the Main Menu page, select the Student Tab.

4. On the Student page, click in the Gavilan Self-Service Banner box.

5. On the Main Menu page, select Student.

6. On the Student Menu page, select Registration.

7. On the Registration page, click on Add or Drop Classes.

8. On the Registration page, select Add or Drop Classes.

9. On the Registration Term page, select the term from the drop down list for which you will enroll (e.g. Fall 2010).

10. On the Registration page, select Add or Drop Classes.

11. On the Add or Drop Classes page, enter the CRNs of the courses you wish to register for and select Submit Changes.

9. If Status="Web Registered" then you have successfully registered for the class(es).

10. To pay for the class(es) you have registered for, go to the bottom of the page and select Registration Fee Assessment and you will see your account balance information and payment instructions.

MyGAV Portal and DegreeWorks
Your account will provide 24/7 online access to:

- View your progress toward a Gavilan degree or certificate.
- Keep track of courses you must take to complete your degree or certificate.
- Check other degree options without any commitments.
- View and print your educational plan.
- View Notes from the counseling and administrative offices.
- Use a GPA calculator to determine your term or graduation GPA.

Schedule a counseling appointment to develop your individualized, comprehensive educational plan.

To schedule a counseling appointment visit the Counseling Office - SC 113 (Student Center) or go to www.gavilan.edu/counsel.