



Registering for Classes at Gavilan College

Welcome to Gavilan College! To ensure you are ready to register for classes, please check that you have completed all [Steps for New Students](#) including the **Online Student Orientation** located on your MyGav Portal. For assistance with these steps connect with the [Welcome Center](#) or a [Gavilan College Counselor](#).

How Do I Balance Work & School?

If you plan to work, please refer to the table below for the recommended work hours that correspond with the number of units you are taking. In general, one unit of credit equals one hour of lecture per week. A typical 4-unit course will require about 12 hours of work per week: 4 hours of class time and 8 hours of work outside of class. You should expect to spend **two hours studying for every unit**. **A full-time student is someone enrolled in 12+ units (4 or more classes).*

Units Per Semester	Maximum Recommended Work Hours
12+ Units	10 - 20 hours per week
6-11 Units	20 - 29 hours per week
3-6 Units	30 - 40 hours per week

What Classes Should I Take My First Semester?



It is recommended that you take an English course, a math course, and two courses within your major your first semester. Please refer to your **MyDegreeWorks** page located in your MyGav portal for class options. You can also refer to the [Major Course Options](#) document. If you are still Undecided on your major, we recommend that you enroll in General Education courses and Guidance 1 (Self-Assessment & Career Development). Please review the chart below:

Full-Time Decided Major	Full-Time Undecided Major	Part-Time
English class Math class Class from major General Education class(es) *Full-time = 12+ units	English class Math class Guidance 1 (Self-Assessment & Career Development) General Education class(es) *Full-time = 12+ units	English or Math class Class from major or General Education *Part-time = 6 or fewer units

Classes are offered fully in-person, in-person hybrid, online hybrid, fully asynchronous. See [Course Legend](#). [COVID Clearance](#) is required if you are planning to take in-person classes.

How Can I Meet with a Counselor? *(Ofrecemos Servicios en Español)*

Our [Team of Counselors](#) is available to assist you with academic, career, vocational, transfer, and personal counseling. We can help you choose the right classes for your major, decide on your educational goals, find your ideal career path, transfer to a 4-year college, or work through difficult personal issues. You can meet with a counselor in-person, on the phone, on video, on drop-in and via email by visiting the counseling website www.gavilan.edu/counseling or contacting our counseling support office. Students that are part of a [Special Program](#) are encouraged to meet with their Program Counselor.

Counseling Support Staff	
Esther Castaneda: (408) 852-2895	Michelle Jones: (408) 848-4723

How do I Choose My General Education (GE) Pattern?

There are three general education patterns that lead to an Associate's degree.

Choosing the right pattern:

GE Patterns	Who should select this pattern?
<input type="radio"/> Option A - IGETC GE <i>IGETC + Major = Transfer & AA/AS</i>	Transfer-bound students who are planning to attend: <ul style="list-style-type: none">• University of California (UC) campus.• Considering transfer to private or out of state schools.• Undecided about transfer institution.• Students considering applying to both UC and CSU campuses.
<input type="radio"/> Option B - CSU GE Breadth <i>CSU GE + Major = Transfer & AA/AS</i>	Transfer-bound students who plan to attend a California State University (CSU) campus.
<input checked="" type="radio"/> Option C - Gavilan GE <i>GAV GE + Major prep = AA/AS</i>	Students who plan to receive an AA/AS only and do not plan to transfer to a four year institution.

To select the general education pattern, you would like to pursue, follow these steps:

1. Go to Gavilan's homepage www.gavilan.edu, click on Login or MyGav
2. Enter your G# and password
3. Click on Student Tab to go to Gavilan Self-Service Banner (yellow box)
4. Click Student Tab and Click on Select your General Education Pattern
5. Select the current term and click Submit
6. Check the GE pattern of your choice and click on Update General Education Pattern

To access the GE Patterns, visit our counseling website www.gavilan.edu/counseling, click on **Forms** under Quick links, and scroll down to General Education Worksheets.

How Do I Register for Classes?

You can register for classes by logging into your MyGav portal.

1. Go to Gavilan's homepage www.gavilan.edu, click on Login or MyGav
2. Enter your G# and password
3. Click on Student Tab to go to Gavilan Self-Service Banner (yellow box)
4. Once in Banner go to Student Tab, and click on Registration
5. Click on Search for Classes, select appropriate term, click Submit
6. Scroll down list of Subjects, select your subject, click Course Search
7. Find your specific class and click on View Sections
8. Check a class that works with your schedule and click Register

Visit the counseling website www.gavilan.edu/counseling and click on Registration Help to view videos and additional resources on [how to register](#).

*A letter "C" under Select means the class is closed (already full). An open check box means the class is open and still has seats available.

**Waitlist feature also available. To learn how waitlist works, go to www.gavilan.edu/admit/waitlist.php