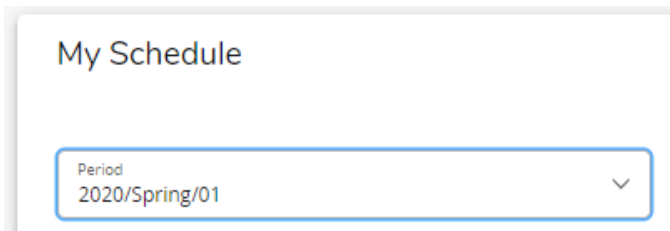


# Albright College Self-Service - Student Documentation

## View Your Schedule:

- Under the Registration tab, select My Schedule
- Change the Period to the year/term/session

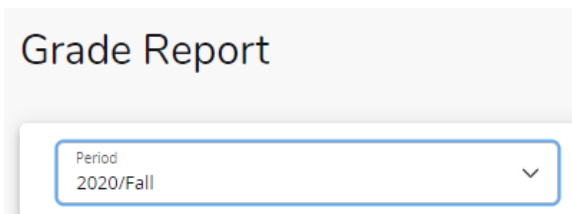


My Schedule

Period  
2020/Spring/01

## View Your Grades:

- Under the Grades tab, select Grade Report
- Select the Year/Term under Period



Grade Report

Period  
2020/Fall

## View Your Unofficial Transcript:

- Under the Grades tab, select Unofficial Transcript
- See Identity System at <https://identity.albright.edu> for your General Education information. The link can be found under the Albright Links tab.

## Register for Classes:

- Under the Registration tab, select Courses
- Search for classes - Click the appropriate year/term
- In the Search, enter the first 3 letters of the Course Code.  
Note: Use Advanced Search to search by session.

### Courses

Search for [2020/Fall](#) classes

[Advanced search](#)

### Advanced Search

Search and add classes to your schedule.

2020/Fall
▼

#### Time and Location

📅

Select...
▼

Select...
▼

Select...

- Select...
- 01 Session
- 02 Session
- 10 Session
- 20 Session
- 15 Session
- Select...

- Select the Add button to place a course in your shopping cart.

### Courses

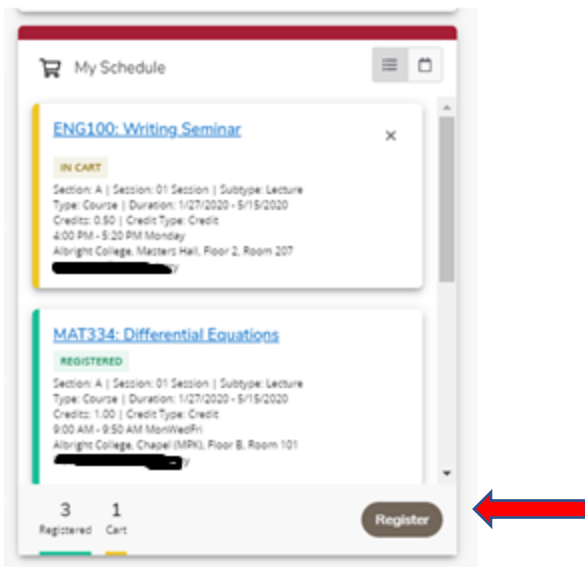
Search for [2020/Spring](#) classes

[Advanced search](#) [New search](#)

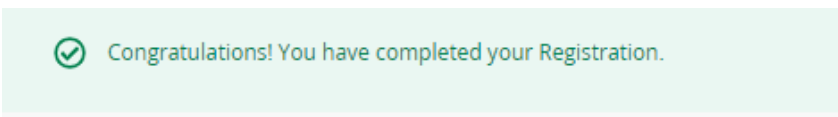
38 Results

<p><a href="#">ENG100: Writing Seminar</a></p> <p><small>Section: A   Session: 01 Session   Subtype: Lecture Type: Course   Duration: 1/27/2020 - 5/15/2020 4:00 PM - 5:20 PM Monday Albright College, MASTER, Floor 2, Room 207</small></p>	<span style="color: green; font-weight: bold;">T</span> 	<span style="font-weight: bold;">0.50</span> <small>Credits</small>	<span style="font-weight: bold;">8</span> <small>Seats Left</small>	<span style="border: 1px solid #ccc; border-radius: 15px; padding: 5px 10px;">Add</span>
<p><a href="#">ENG101: Composition</a></p> <p><small>Section: RD01   Session: 10 Session   Subtype: Lecture Type: Course   Duration: 1/27/2020 - 3/9/2020 6:00 PM - 10:00 PM Monday Albright College, ROESNR</small></p>	<span style="color: blue; font-weight: bold;">W</span> 	<span style="font-weight: bold;">1.00</span> <small>Credits</small>	<span style="font-weight: bold;">13</span> <small>Seats Left</small>	<span style="font-weight: bold;">\$</span> <span style="font-size: 0.8em;">Applicable fees</span> <span style="border: 1px solid #ccc; border-radius: 15px; padding: 5px 10px; margin-left: 10px;">Add</span>

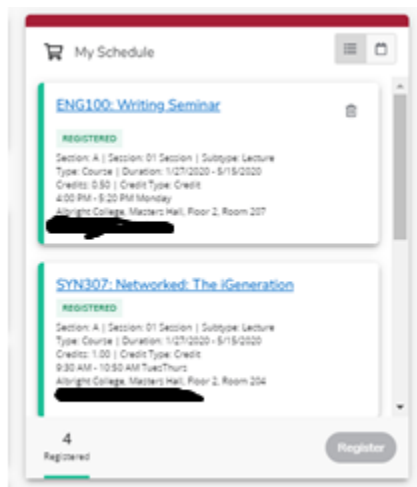
- Course(s) will be added to your shopping cart. My Schedule displays courses you already are registered for (in green) and those in your cart (in yellow)
- Select the Register button on the bottom



- You will see a message that you have completed your Registration.



- Course(s) now appears as Registered in your cart



## Finances:

- Under the Finances tab, select the LionPay link
- View your balance, view your statements, and process payments