How to add a course to your Student Schedule using an ADD Code:

1. Log in to **Cougar Tracks**
2. Select “**Student**”
3. Select “**Registration**”
4. Select “**Add or Drop Classes**”
5. Select “**Current Term**”
6. Go to the course you have an Add code for. Drop down the “Action” menu.
7. Select the “**Web Registered**” option
8. You should receive this screen that asks for the add code you were given. Enter it, and select “Validate”.

9. You should see this “Approved” message after validating the code. If you do not, reach out for assistance in adding this course.

10. Lastly: Go back to your schedule to make sure that your class states that it was “Re-Added”. You do NOT want it to still say WL “Wait List.”

Now that you are registered and show this class on your schedule in Cougar Tracks, you need to wait one day for your account to be updated in Canvas. You should be able to access the course in Canvas the morning after you add. If not, call DE Support 661-763-7917.