

Quick Guide to Course Registration

- 1 Open a web browser and go to the site: <http://www.acg.edu/myACG>
Enter myACG Portal.
- 2 Login using your designated username & password.
Ask the SSC for your account details.
- 3 Click on the STUDENTS tab and go to the REGISTRATION page.
- 4 Begin the registration process by reading the Registration Instructions.
- 5 Go to the section 'Online Registration'.
- 6 Select the Term you want to register for.
Make sure the Add/Drop period is open and that you do not have any Holds, i.e. Library, Business Office.
- 7 a) Add your course(s) by entering their reference number(s) and click 'Add Courses' button.
b) Search for course(s) using the various options and click 'Search' to retrieve results. Click 'Add Courses' to add to your schedule
- 8 To drop a course*, go to 'Online Registration'.
Chose the course and click on 'Drop Selected Course'. *
During the Early Registration period you can add/drop courses at your discretion without any extra charge.
- 9 View your schedule by clicking on 'My Course Schedule' in the REGISTRATION page. Print your schedule by selecting 'My Schedule PDF'.

<http://www.acg.edu/myACG>

150
YEARS
OF HISTORY
1875 - 2025



100
YEARS
IN GREECE
1923 - 2023

