

How to search for classes by Instructional Method

Asynchronous Online (formerly online), Synchronous Online (formerly remote), Traditional Face-to-Face

After logging into MyNCC, click on Academic

The screenshot shows the MyNCC dashboard interface. At the top left is the NCC logo and a hamburger menu icon. Below the logo is a dark blue navigation bar with several icons. The main content area features a green banner for a "Spring 2023 Health and Safety Protocols Checklist" with an information icon. Below this are two large tiles: an orange "Academic" tile and a purple "Resources" tile. The "Academic" tile is circled in black and lists links for Courses, NCC Online, Schedule Builder, Final Grades, Look Up Classes, Academic Calendar, Transcript, and Holds. The "Resources" tile lists links for Bookstore, Textbooks, Google Docs, Office 365, MyIT, NCC Alert, Emergency Procedures, and And More. To the right is a "Quick Links" section with six icons: Student Email (M), NCC Online (globe), MyBanner (SIS), MyIT Support & Services (NCC), Degree Evaluation (grad cap), and Textbooks (books).

Select Add or Drop Classes

The image shows a screenshot of a student academic portal. On the left is a dark blue vertical sidebar with several white icons. The main content area is divided into two sections: 'Student Academic' and 'myBanner'. The 'Student Academic' section contains four orange buttons: 'Steps To Success' (with a document icon), 'Academic Calendar' (with a calendar icon), 'NCC Online' (with a graduation cap icon), and 'Schedule Builder' (with a graduation cap icon). The 'myBanner' section contains a grid of orange buttons. The first button in the first row, 'Add or Drop Classes' (with a graduation cap icon), is circled in black. Other buttons in the 'myBanner' section include 'Class Withdrawal', 'Enrollment Verification', 'Degree Evaluation | Quick Guides', 'Final Grades', 'View Holds', 'Apply For Graduation', and 'View Graduation Application'. At the bottom left of the sidebar, the word 'Unified' is visible.

Student Academic

- Steps To Success
- Academic Calendar
- NCC Online
- Schedule Builder

myBanner

- Add or Drop Classes
- Class Withdrawal
- Enrollment Verification
- Degree Evaluation | Quick Guides
- Final Grades
- View Holds
- Apply For Graduation
- View Graduation Application

Unified

Select Class Search

Add or Drop Classes

Understanding the Course Section Coding: To assist you in reading course restrictions, please [click here](#) to open a PDF that will identify the coding for some of our course sections.

Days of the Week: **M** = Monday, **T** = Tuesday, **W** = Wednesday, **R** = Thursday, **F** = Friday, **S** = Saturday and **U** = Sunday

Payment and Deadlines: Registration is not complete until you have either paid in full, enrolled in the Deferred Tuition Payment Plan (payment plan not available for winter semester) or we receive confirmation that you have enough financial aid to cover your balance. Expected financial aid will be deducted from your spring bill only if the financial aid application process has been completed and all requested documents have been submitted. Please follow up with the financial aid office and/or check your status on MyNCC. **Once a payment is made, all subsequent course registrations will be held. Be sure to drop classes you will not attend before the start of the semester.**

Winter 2023: If you register by December 12, 2022 you will receive a tuition bill via US mail and NCC email. View [Winter Payment Due Dates](#) for payment due date information. Students registering for winter 2023 on or after December 13, 2022 will not receive a bill via US mail and must pay in full by the close of business on the 2nd business day after registration.

Spring 2023: If you register by December 25, 2022, you will receive a tuition bill/class schedule via US mail and NCC email. The bill will reflect course registration on record at the time the bill is created. **Payment must be made by the due date on the bill to avoid cancellation of your class schedule.** All subsequent registration changes should be viewed on MyNCC. You will not receive an updated bill.

If you register for spring 2023 on or after December 26, 2022, you will not receive a bill via US mail. Check your class schedule and account balance on MyNCC. View [Spring Payment Due Dates](#) for payment due date information. Payments may be made online before midnight or in person at the Bursar's Office by your payment due date. [Student Services-Hours of Operation](#)

Make your payment by the due date! Unpaid registrations may be cancelled by the College. Students not planning to attend MUST drop their classes prior to the start of the semester or they will be responsible for payment.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
"Registered on Web" on Jan 20, 2023	None	41576	SRT	101	PA	Undergraduate	3.000	Standard		Music Business I
"Registered on Web" on Jan 20, 2023	None	41580	SRT	103	CA	Undergraduate	3.000	Standard		Music Theory I
"Registered on Web" on Jan 20, 2023	None	42814	SRT	105	E2	Undergraduate	6.000	Standard		Basic Studio Techniques
"Registered on Web" on Jan 20, 2023	None	42208	COM	101	KB	Undergraduate	3.000	Standard		Interpersonal Communications

Total Credit Hours: 15.000
Billing Hours: 15.000
Minimum Hours: 0.000
Maximum Hours: 17.000
Date: Feb 02, 2023 11:06 am

Add Classes Worksheet

CRNs

<input type="text"/>										
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Submit Changes **Class Search** Reset

[[View Holds](#) | [Change Course Options](#) | [Registration Fee Assessment](#) | [Registration/Financial Aid Compliance](#)]

Select Advanced Search

Look Up Classes

Per SUNY's COVID-19 Vaccination Policy, any students who will have a presence on campus i.e. enrolled in courses with on-campus, face-to-face ("F2F") instruction, students working on campus, students who plan on using on-campus resources (library, bookstore, computer labs) and/or plan on attending on-campus events or club meetings are required to be either fully vaccinated, in process of being an Exemption.

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

Days of the Week: **M** = Monday, **T** = Tuesday, **W** = Wednesday, **R** = Thursday, **F** = Friday, **S** = Saturday and **U** = Sunday

Class Information

- **FACE TO FACE (TRA)** – Courses meet in-person during the assigned days, times and location listed.
- **ASYNCHRONOUS ONLINE (ASYN)** – Course content and instructions are delivered entirely web-based using the college's Learning Management System (LMS) without set meeting times. (Formerly called REMOTE.)
- **SYNCHRONOUS ONLINE (SYNC)** - Courses meet in real-time through video conferencing during the assigned days and times listed, using the college's LMS for course materials. (Formerly called REMOTE.)
- **HYBRID (HYB)** – Courses evenly combine FACE TO FACE and ASYNCHRONOUS ONLINE instruction.
- **BLENDED (BLND)** - Courses combine FACE TO FACE and SYNCHRONOUS ONLINE instruction.
- **COMBINED ONLINE (CMBD)** – Courses evenly combine ASYNCHRONOUS ONLINE and SYNCHRONOUS ONLINE instruction.

Subject:

- Accounting
- Administrative Business Tech
- Africana Studies
- Allied Health Sciences
- American Sign Language
- Anthropology
- Arabic
- Art
- Astronomy
- Biology

Course Search Advanced Search

Class Information for the different Instructional Methods

Advanced Search

 Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Section Search when your selection is complete.

Class Information

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- **SYNCHRONOUS ONLINE (SYNC)** - Courses meet in real-time through video conferencing during the assigned days and times listed, using the college's LMS for course materials. (Formerly called REMOTE.)
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- **BLENDED (BLND)** - Courses combine FACE TO FACE and SYNCHRONOUS ONLINE instruction.
- **COMBINED ONLINE (CMBD)** - Courses evenly combine ASYNCHRONOUS ONLINE and SYNCHRONOUS ONLINE instruction.

Select an Instructional Method. Highlight your preferred method; Asynchronous Online(formerly online), Synchronous Online (formerly remote – real time), Traditional Face to Face.

Class Information

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- **COMBINED ONLINE (CMBD)** – Courses evenly combine ASYNCHRONOUS ONLINE and SYNCHRONOUS ONLINE instruction.

Subject:
Accounting
Administrative Business Tech
Africana Studies
Allied Health Sciences
American Sign Language
Anthropology
Arabic
Art
Astronomy

Course Number:

Title:

Schedule Type:
Field Training
Hospital

Instructional Method:
Asynchronous Online
Blended

Credit Range: hours to hours

After highlighting the Instructional Method, select Section Search

Class Information

- **FACE TO FACE (TRA)** - Courses meet in-person during the assigned days, times and location listed.
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- **COMBINED ONLINE (CMBD)** - Courses evenly combine ASYNCHRONOUS ONLINE and SYNCHRONOUS ONLINE instruction.

Subject: All
Accounting
Administrative Business Tech
Africana Studies
Allied Health Sciences
American Sign Language
Anthropology
Arabic
Art
Astronomy

Course Number:

Title:

Schedule Type: All
Field Training
Hospital

Instructional Method: All
Asynchronous Online
Blended

Credit Range: hours to hours

Part of Term: All
Non-date based courses only
Summer 10 Weeks
Summer I

Duration:

Instructor:

Session: All
Day
Evening

Attribute Type: All
ACC1-ACC-AS: Business Elective
ACC2-ACC-AAS: Business Elective

Start Time: Hour Minute am/pm

End Time: Hour Minute am/pm

Days: Mon Tue Wed Thur Fri Sat Sun

Section Search

Classes with your selected Instructional Method will display

CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	WL	WL	XL	XL	XL	Instructor	Date (MM/DD)	Location
												Cap	Act	Rem	Cap	Act	Rem			
10184	ACC	101	OLA	N	3.000	Accounting I		TBA	29	0	29	18	0	18	0	0	0	Caroline Falconetti (P)	09/01-12/20	ASYN
10186	ACC	101	OLB	N	3.000	Accounting I		TBA	29	0	29	18	0	18	0	0	0	Caroline Falconetti (P)	09/01-12/20	ASYN
10196	ACC	102	OLA	N	3.000	Accounting II		TBA	29	0	29	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
10198	ACC	102	OLB	N	3.000	Accounting II		TBA	29	0	29	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
10200	ACC	201	OLA	N	3.000	Intermediate Accounting I		TBA	29	0	29	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
10201	ACC	202	OLA	N	3.000	Intermediate Accounting II		TBA	29	0	29	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
Administrative Business Tech																				
CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	WL	WL	XL	XL	XL	Instructor	Date (MM/DD)	Location
												Cap	Act	Rem	Cap	Act	Rem			
11073	ABT	127	OLA	N	3.000	Legal Office Procedures I		TBA	20	0	20	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
12908	ABT	128	OLA	N	3.000	Legal Office Procedures II		TBA	20	0	20	18	0	18	0	0	0	Marilyn Curry (P)	09/01-12/20	ASYN
11074	ABT	129	OLA	N	3.000	Medical Malpractice Office Procedures		TBA	20	0	20	18	0	18	0	0	0	TBA	09/01-12/20	ASYN
12909	ABT	205	OLA	N	3.000	Administrative Business Technology Internship		TBA	20	0	20	18	0	18	0	0	0	Marilyn Curry (P)	09/01-12/20	ASYN
11075	ABT	244	OLA	N	4.000	Business Writing		TBA	20	0	20	18	0	18	0	0	0	TBA	09/01-12/20	ASYN