

## SWAP CLASSES

1. Log on to the CampusConnection Portal

**In the menu on the left:**

2. Click Student Center

**Under Academics:**

3. Click Enroll

4. Choose Swap from the menu at the top of the page.



5. Select the appropriate Term



6. Click 

7. Select the class you wish to swap

8. Enter the Class Nbr or search for the class you want to add.

9. Click 

10. Click 

11. View the results. The Status Field, will display a  if it's a successful swap, or a  if an ERROR has occurred.

12. Click My Class Schedule to confirm.