

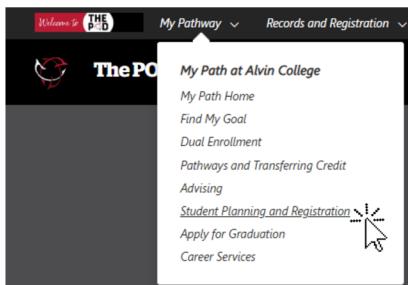
1 Login to The POD

Go to alvincollege.edu. Click on “The POD” located at the top of the Alvin College homepage.



2 My Pathway

From the The POD homepage, hover over the “My Pathway” tab and select “Student Planning and Registration”



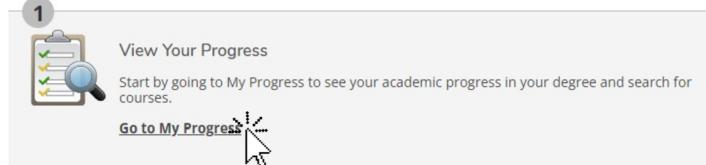
3 Student Planning

Click on “Student Planning” button.



4 View Your Progress

Click “Go to My Progress” to review courses completed, in progress, and not yet completed



This is your degree plan. From here, you can see what courses to take.

5 Degree Requirements

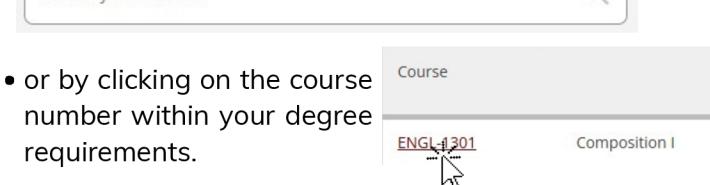
Listed under your “Requirements” you can see the status of your courses.

The classes you have completed will show as “Completed” in **green**, planned classes show as “Planned” in **yellow**, and your remaining classes will say “Not Started” in **red**.



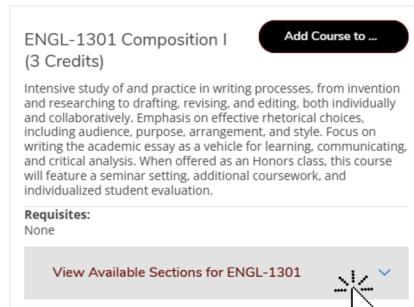
View courses in the course schedule by:

- Using the “Search” button
- or typing the course number at the top
- or by clicking on the course number within your degree requirements.



6 Adding Courses

If you want to plan the course without registering for it this term, click the “Add Course to Plan” button. However, if you want to register for the course, you must select an available section.



Click “View Available Sections” to expand the drop down. If there are no available sections, that course is not being offered in that semester.

Once you find the section you want to take, click “Add Section to Schedule”

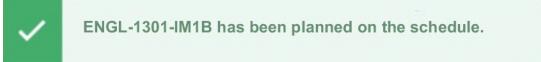


7 Section Details

Review Section Details to confirm that it is the correct course you want to take.

Click “Add Section”

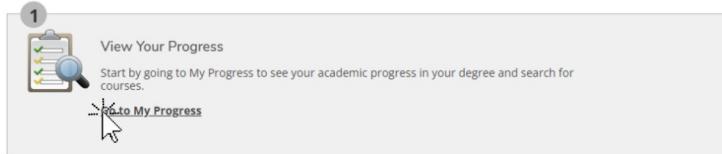
If planned correctly, a green notification will pop up in the top right corner.



ENGL-1301-IM1B has been planned on the schedule.

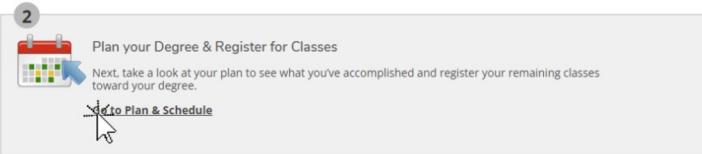
8 Repeat Steps 4-7

Continue this process until all your courses have been planned for the semester.



9 Register for Classes

Click “Go to Plan & Schedule” to finish the registration process.



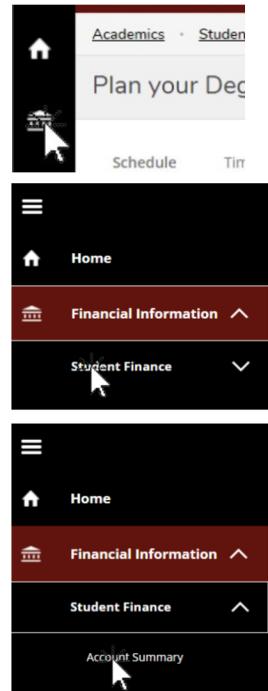
Use the directional arrows to scroll to the desired semester in which you intend to enroll.

Click “Register Now”



10 View your Account Balance

Click the “” icon located on the left sidebar.



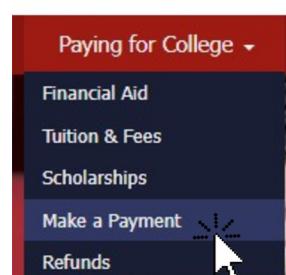
Click the “Financial Information” tab.

Select “Account Summary” to view your balance.

11 Make a Payment

Go to alvincollege.edu and hover over the “Paying for College” tab.

Click “Make a Payment”



Select “Student” and login using your ACC Student ID Number (including the zero) and Birth Date (mmddyy)



Click “Make Payment”

