This document outlines the steps to search for open classes with and without pre-requisites in student centre.

1. Log into the MyUofC portal
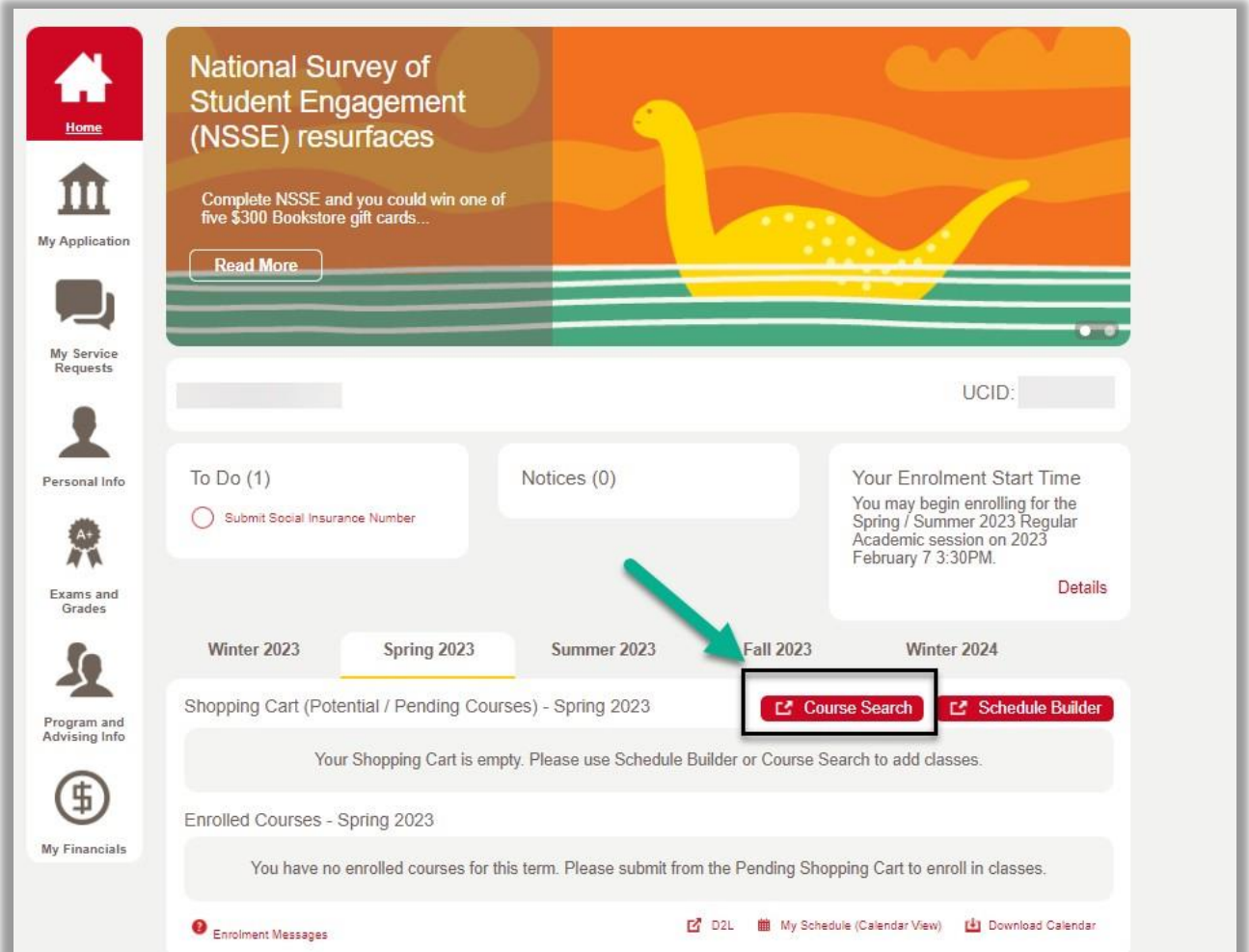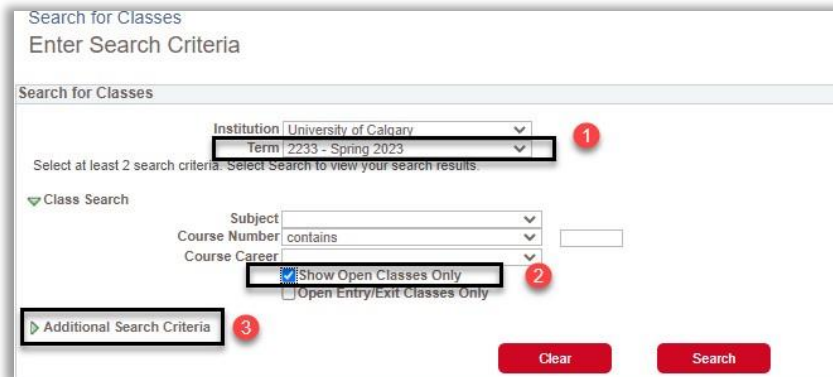
2. After logging into the MyUofC portal, on the home page, scroll to the middle of the page and click on "Course Search" under the term you want to look for open classes
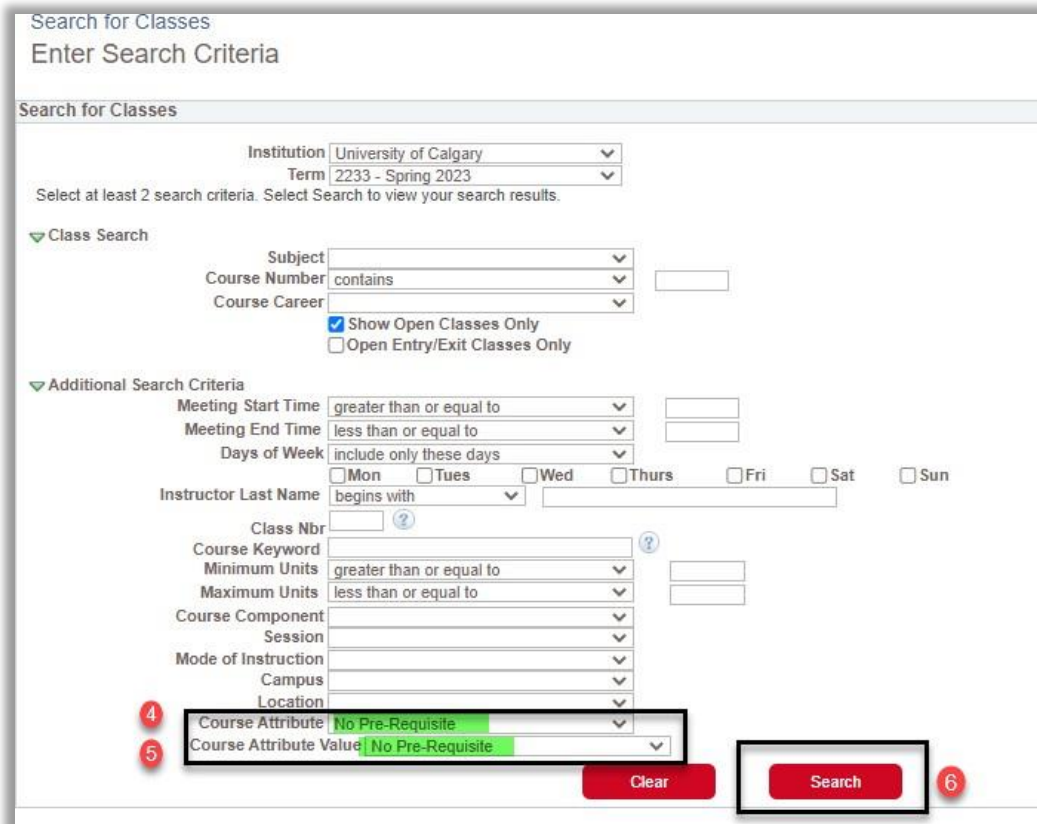
3. Upon clicking "Course Search" in the previous step, you will be presented with the below screen

1. Select the term for which you are looking for open classes
2. Check the box "Show Open Classes Only" as shown in the screenshot below. This will ensure that the search results will only displays open classes.
   Note: If you only want to search open classes regardless of whether the class has any pre-requisites or not, you can ignore the subsequent steps and click "Search" after selecting at least on of the fields: "Subject", "Course Career" or "Course Number".
3. Click "Additional Search Criteria" to look up for classes that have no pre-requisites

4. Upon clicking "Additional Search Criteria", the screen will expand. Select the value "***No Pre-Requisite***" from the drop-down lists for the "Course Attributes" and "Course Attributes Value" fields and click "Search"

5. Upon clicking "Search", you will be directed to the below screen where the desired class selection can be made to proceed for enrollment

END OF PROCESS