

iCloud Student Manual

1. You can access the iCloud site at <http://icloud.cloud.edu>.
2. At the iCloud login screen, enter your username and password.
3. Click the Login button.



4. With a successful login, students gain access to three different 'tabs' or sections of the iCloud site. The 'Students' tab is the focus of this tutorial. Click the 'Students' tab to load the Students page.



- In the “**Students**” tab, look in the left navigation list for “**Course Enrollment Info**”.
- Click the link to load a new page. In the “**Course Enrollment Info**” page, students can access their current class schedule, view past course history, search for courses, and add or drop courses.
- Click the “**Course Search**” link.

Welcome back **Mr. Curtis Whittit** ([Personal Info](#) | [Logout](#))

[Home](#) [Students](#) [Campus](#) [Admissions](#) [My Pages](#)

You are here: [Students](#) > [Course Information](#)

Students

Default Page

Course Information

- [Course Schedules](#)
- [Custom Content](#)
- [Student Schedule](#)
- [Course History](#)
- [Course Needs](#)

Financial Aid

Student Accounts

Student Services

Quick Links

My Pages

- [Blackboard](#)
- [Cloud Home Page](#)
- [T-bird Athletics](#)

Course Information [Printer Friendly](#)

Course Schedules [?](#)

Add/Drop

Current Term: Spring 2008
Add Period Closed / Drop Period Closed

[Add/Drop Courses](#) [Course Search](#)

Your Schedule (Registered)

Course	Title	Status
MA 121 A C	ANALYTIC GEOMET	Current
PE 160 A C	VARSITY SPORTS:	Current
SC 143 A C	UNIVERSITY PHYS	Current
SC 143 B C L	UNIVERSITY PHYS	Current

Student Schedule [?](#)

Course Schedule for Mr. Curtis Whittit [View Details](#)

Spring 2008 - All Divisions

Course	Title	Meets
MA 121 A C	ANALYTIC GEOMETRY & CALCULUS II	MTWRF -8:00 - 8:55 AM
PE 160 A C	VARSITY SPORTS: BASEBALL	MTWRF -2:00 PM - 3:55
SC 143 A C	UNIVERSITY PHYSICS II	MWF -10:00 - 10:55 AM
SC 143 B C L	UNIVERSITY PHYSICS II LAB	MWF -11:00 - 11:55 AM
SS 124 A C	INTRODUCTION TO HISTORY	TR -9:30 - 10:55 AM

Course History [?](#)

- Searching for courses is easy. You can search for the title, code, term, and department or division. Select “**More Search Options**” there is the option to search based on campus, the days the class meets, and instructor.

Add by Course Code **Course Search**

Title:

Course Code:

Term:

Department:

Division:

[More Search Options](#)

9. The easiest way to find online class is by doing a search based on 'Campus'. Select 'Internet Campus' from the drop down and click 'Search'.

Course Enrollment Info

Course Schedules - Course Search

[Add/Drop](#) > > Course Search

Course Search

Term:

Department:

Course Number Range: to

Title:

Course Code:

Division:

Time: To:

Meets on any day(s)
 Meets only on the selected days

Monday Friday
 Tuesday Saturday
 Wednesday Sunday
 Thursday

Faculty:

Campus:

Building:

Section Status:

Min/Max Hours:

Allied Health Campus
Concurrent Campus
Concordia Campus
Concordia Evening Classes
Geary County Campus
Internet Campus
Outreach - Off Campus
Solomon Campus

10. A page of search results shows all courses whose campus is 'Internet'. You will notice that some of the classes have a checkbox by them and some of them don't. If there is a checkbox by a course that means you are able to enroll in that class. ***Note:** If you are using financial aid to pay for a course you must enroll in the semester long section of that course. Semester long sections are denoted by having an 'S' in the course number. Ex/ AG 132 SA I or CM 101 SA I. Year long sections have a 'Y' in the course number. Ex/ AJ 100 YA I or CM 101 YA I.

Course Enrollment Info [Edit page](#)

Course Schedules - Results

Add/Drop > Results

Search Results

Search Again Term: Division: Other previously selected search criteria still apply.

Add	Course Code	Name	Faculty	Seats Open	Status	Schedule
<input type="checkbox"/>	AG 132 SA I	AGRICULTURE MANAGEMENT	Damman, Patrick Kelly	50/50	O	-
<input type="checkbox"/>	AG 132 YA I	AGRICULTURE MANAGEMENT	Damman, Patrick Kelly	48/50	O	-
<input type="checkbox"/>	AH 097 A I	***CERTIFIED NURSE AIDE	Laffery, Daniel Marc	5/25	O	-

11. After adding a course, you return to the Add/Drop Courses view. In this view, the courses you have selected will be listed. Courses already approved by your advisor are listed under "Your Schedule (Registered)". If you have outstanding approvals, they are listed in the "Awaiting Advisor Approval" table.

Your Schedule (Registered)

Drop	Code	Title	Schedule	Location	Credits
<input type="checkbox"/>	AJ 100 SA I	INTRO TO THE ADMINISTRATION OF JUST		Concordia Campus To Be Announced	TBA 3.00

Awaiting Advisor Approval

Approve	Drop	Code	Title	Schedule	Location	Credits
<input type="checkbox"/>	<input type="checkbox"/>	AJ 210 A C	CRIMINAL INVESTIGATIONS	TR 1:30 PM - 2:55	Concordia Campus Yellow Pod 222	3.00
<input type="checkbox"/>	<input type="checkbox"/>	AJ 211 A C	TECHNICAL REPORT WRITING	TR 9:30 - 10:55 AM	Concordia Campus Blue Pod 232	3.00

! Advisor's approval is required for these courses before registration can be completed.

12. Repeat steps 8-14 for each additional course you wish to take. Once you have selected all your courses an advisor will have to approve them. Once your classes have been approved or denied you will be notified.

13. Log out of your iCloud account when you are done searching for courses.