

Student Portal Reregistration Manual

CC Student Information System

Updated: 02/07/2024



This is a step by step guide on how active/existing students will login to "Student Portal" for re-enrolment to courses for the next academic period:

1. Click on myCCLogin from Cyprus College Cyprus Website (top right)



2. Enter your credentials. Your credentials were sent to you through a welcome email.

European University Cyprus							
Enter EUC or Cyprus College Email: 2024EUC9001@students.euc.a Not you?							
Password							
Continue							
For Instructions on how to login, please click here! Forgot Password							

3. Go to tab "All my Portals" and click on "Student Information System" app.





Select Educational Program

4. You will be automatically logged in "Student Portal" and prompt with a message to select Academic year. Here you need to select the last semester that you were registered and click ok.

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- 5. The first time you login you will be prompted to accept the privacy policy.
- 6. When you enter the portal, you will be prompt with a message "You are eligible for re-registration to the next academic period. Please proceed with the following option". Click on "Move to reregistration".

Inform	nation	×
You are Move	e eligible for re-registration to the next academic period. Please proceed with the following option e to reregistration	
		Cancel
7. 1	n Educational Program click "Next Step"	
Classter	Online Reregistration Registration / Online Reregistration / Online Reregistration	S1024 + 🏳 🧔 😒 StudentName StudentSurn + 😡
sarch	Academic Year FOO4 +	
Dashboard	1 Admission Data 2 Contact Data 3 Enrollments	

8. In Emergency Contact screen click "Add Emergency Contact" (if you have not until now) and enter your emergency contact information. When you finish click "Next Step"

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Search	Audem'ter 7224 -							
Dashboard Deshboard Registration & Enrollments ~ Online Reregistration	1 Admission Dess 3 Context Dess 3 Envoltments 3 Excent Application							
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L My Instructors	ποδυνοία προματικά παι δεν επεπτίπεται σε θέαπε φουρής γγιάς κατάς εκόν πλομια ασάγά και έμασες πίσθυσος για τη διή. Παρακαλύ σημιώστε έτι η Εποτή Εποτης Αλίγης δεν θα χρημωτικούθει την έγια την εμπατεύτείητα του απόρογρα του θαστρά για διάστο της προσπολίου. Αντό διασφαλίζαι την εμπατευτικότητα και το απόρογρα των φοιστρώ μας.							
▲* Attendance ☞ Term Marks ⓒ Requests	Emergency Contact The registrar office has requested that you enter a contact of type Emergency Contact Add Emergency Contact							
	Net Step)							



- 9. In Enrollments screen select your courses.
 - Courses available for enrolment have the ON/OFF switch. Click on the switch to turn ON the courses that you would like to enroll to.
 - Under course section column click on "Please Choose" in order to select the course section. For each course section available you will be able to see the course's scheduled time, instructor and room number.

(CCL) Διοίκηση Επιχειρήσεων (2 έτη, Δίπλωμα) Cyprus College Limassol		0 Courses		0 ECTS			0 Hours		
	Enroll	Course Section	Hours	ECTS 1	ECTS 2	Course Category	Mark	Marking Period	
ABUS-CL ④ You must register up to 30 credits									
 ΠΡΩΤΟ ΤΕΤΡΑΜΗΝΟ (1) You must register up to 30 credits 	(-								
BUS101-Εισαγωγή στην Επιχείρηση		Please Choose	3	5	3	Course	-		
BUS111-Πεπερασμένα Μαθηματικά		Please Choose	3	5	3	Course			
CSC190-Εισαγωγή στους Υπολογιστές και Εφαρμογές		Please Choose	3	5	3	Course			
ENH101-Upper Intermediate English		Please Choose	з	6	3	Course	.773		
MAR110-Εισαγωγή στο Μάρκετινγκ		Please Choose	з	6	3	Course			
ΔΕΥΤΕΡΟ ΤΕΤΡΑΜΗΝΟ You must register up to 30 credits									
ACC114-Εισαγωγή στη Χρηματοοικονομική Λογιστική		0	3	6	3	Course	-	-	
ENH102-Advanced English	0	0	3	6	3	Course	-		
MAR111-Διαφήμιση και Προώθηση Πωλήσεων	0	0	3	6	3	Course			
MGT110-Αρχές Διοίκησης		0	3	6	3	Course	-	-	
ΜΑΤ115-Στατιστική Ι		0	3	5	3	Course		-	
OOFF Please Choose				BUS101-Εισαγωγή στην Επιχείρηση					
OOFF Please Choose				Change Course Section from Course in Student form enrollments. Course Sections					
OOFF Please Choose									
OOFF Please Choose				Mond	lay Tuesday	Wednesday Thursd	ay Friday	Saturday Sunday	
OOFF Please Choose				_					



10. Click "Submit Application" at the bottom of the screen to submit your enrolment form.

	Enroll	Course Section	Hours	ECTS 1	ECTS 2	Course Category	Mark	Marking Period	
✓ ABUS-CL [®] You must register up to 30 credits									
ΠΡΩΤΟ TETPAMHNO () You must register up to 30 credits									
BUS101-Εισαγωγή στην Επιχείρηση	ON O	11611	3	5	3	Course	-	-	~
BUS111-Πεπερασμένα Μαθηματικά	ON D	11612	3	5	3	Course			3 Courses
CSC190-Εισαγωγή στους Υπολογιστές και Εφαρμογές	ON D	11619	3	5	3	Course	0.00		
ENH101-Upper Intermediate English			3	6	3	Course			15
ΜΑR110-Εισαγωγή στο Μάρκετινγκ			3	6	3	Course			ECTS
ΔΕΥΤΕΡΟ ΤΕΤΡΑΜΗΝΟ Vou must register up to 30 credits									9
ΑCC114-Εισαγωγή στη Χρηματοοικονομική Λογιστική		0	3	6	3	Course	-	2	Hours
ENH102-Advanced English	0	0	3	6	3	Course		2	
MAR111-Διαφήμιση και Προώθηση Πωλήσεων	0	0	3	6	3	Course	149	8	
MGT110-Αρχές Διοίκησης		0	3	6	3	Course		-	
ΜΑΤ115-Στατιστική Ι		0	3	5	3	Course	1.000	-	
V TPITO TETPAMHNO () You must register up to 30 credits									
ACC115-Εισαγωγή στη Διοικητική Λογιστική	0	0	3	6	3	Course		-	
COM100-Βασικές Αρχές Επικοινωνίας		0	3	6	3	Course			
ΕCΟ112-Αρχές της Μικροοικονομίας		0	3	6	3	Course	2005	-	
ΜGT206-Διοίκηση Μικρών Επιχειρήσεων	0	0	3	6	3	Course	(m)	-	
Ρ5Υ103-Αρχές Ψυχολογίας		0	3	5	3	Course	120	2	
V TETAPTO TETPAMHNO I You must register up to 30 credits									
BUS231-Απόσπαση στη Βιομηχανία		0	3	6	3	Course	0.77.0	-	
ΕCΟ114-Αρχές της Μακραοικονομίας	0	0	3	6	3	Course			
LAW112-Εμπορικό Δίκαιο της Κύπρου		0	3	6	3	Course			
MGT213-Διοίκηση Ανθρώπινου Δυναμικού	0	0	3	6	3	Course		=	
✓ MAGHMA EΠΙΛΟΓΗΣ [®] You must register up to 6 credits									
MAR205-διοίκηση Λιανικού Εμπορίου	0	0	3	6	3	Course	140	-	
MAR316-Ηλεκτρονικό Μαρκετινγκ	0	0	3	6	3	Course		2	
V DEMITTO TETPAMHINO () You must register up to 5 credits									
SOC101-Εισαγωγή στην Κοινωνιολογία		0	3	5	3	Course			
ΜΑΘΗΜΑΤΑ ΕΛΕΥΘΕΡΗΣ ΕΠΙΛΟΓΗΣ									
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11. You will receive the following message.

"Are you sure you want to submit your application? You will not be able to edit your application once it has been submitted."

Click "Yes" to finalize submission.

After your enrolment form is submitted, you will be redirected to the main screen. There, you will see your application in status Pre-Enrolled. This status means that your advisor will check your course section selection and either transfer your status to "Enrolled" or contact you for any changes need to be done. If the status changes to "Enrolled", it means that your courses were successfully registered by your advisor, as submitted by you, without any changes.

12. When the advisor confirms your courses and changes your status to "Enrolled" then you will stop receiving the "Move to reregistration" prompt and you will be able to select the new academic period that you have enrolled to. Please make sure you logout and login again t the portal after you are notified that your enrolments are accepted.