COM College of the Mainland.

Navigate Student Registration Guide

This guide gives students a detailed look at the course selection registration process through Navigate. Before you can register for classes, you will need to schedule an appointment through Navigate to plan classes with your advisor.

Step One – Access the Navigate through the COM Homepage

• Select the Navigate option from the COM Homepage

Get Connected — Online Resources



• Select the web URL at the top of the page



Access the EAB Navigate Student Site at com.navigate.eab.com

NAVIGATE IS NOW AVAILABLE TO DOWNLOAD

Download on the App Store





• Use your COM email address and password to login





Sign in with your work or school account

username@cor	m.edu	
Password		
Sign in		

I want to change my password

Please sign in with your College of the Mainland e-mail address (username@com.edu). Please contact End User Support at helpdesk@com.edu or 409-933-8302 for assistance.

Step Two - Build your schedule

- Select the Planner option at the top of the Navigate homepage
- If you have not already, accept the proposed academic plan that you created with your advisor



• Select the View/Edit Schedule option underneath the semester that you want to register for

COLLEGE OF THE MAINLAND			
NAVIGATE Explore Planner			
My Planner Associate of Science - Mathematics AS			Feedback History
Plan Suggestions Drag or add courses through the course menu to plan them on your terms. See your advisor if you have questions			▲ Credit Fall 2020
Program Template Courses	Diama		Time Selected (Not Yet Registered) CHEM1411 General Chemistry I (030) Life and Rhoried River (2010 (Order to server))
ENGL1301 Composition I (010)	Completed	∙0 View Details >	Planned
	Planned	View Details >	■ ► PSYC-1300 OR EDUC-1300 (Select one course) pla Placeholder
■ ► American History Core/18-19 (Select one course)			
≡ ENGL1302 Composition II (010)	Planned	View Details >	■ PTAC1332 Process Instrumentation I View Details >
■ ► American History Core/18-19 (Select one course)			View (Edit Schedule)
■ ▶ SPCH-1315 or SPCH-1318 (Select one course)			13 Credits

• Select the class you would like to choose your days/times for



- Navigate will automatically show you the available sections of that class
- Select which day/time for the class that you prefer, your selected section will be displayed on the calendar to the right

< Back to My Planner Credit Fall 2020 4 Credits scheduled	Pay Tuition Register (1)
< Back to My Planned Courses	My Schedule 😥 show timeline and calendar On 🕞 Print Schedule
PTAC1332 Process Instrumentation I	1 request could not be completed View Details
Section Times Y Edit Filters	Credit Fall 2020 timeline @Key
Available (4) Conflicting (0) Full (0)	MONTH August September October November December
These times work with your preferences. Drag the desired time to the calendar.	WEEK 23 30 6 13 20 27 4 11 18 25 1 8 15 22 29 6
COM Main Campus (4)	CHEM1411 Aug 24 - Dec 11
 PTAC1332 - Section 121CL Aug 24th - Dec 11th 2020, 15 Weeks Mon Wed 8:00 am - 10:50 am 	Weekly Calendar 💿
Derrick Lewis COM Main Campus Technical- Vocation, Bldg. #5 1209	Sun Mon Tue Wed Thu Fri Sat
PTAC1332 - Section 122CL 14 Seats C Aug 24th - Dec 11th 2020, 15 Weeks	7 am 8 am
Tue Thu 1:30 pm - 4:20 pm Derrick Lewis COM Main Campus Technical- Vocation, Bldg. #5 1131	9 am 10 am 11 am CHEM1411 Morning CHEM1411
PTAC1332 - Section 221CL 14 Seats C	12 pm
Aug 24th - Dec 11th 2020, 15 Weeks Tue Thu 6:00 pm - 8:20 pm	2 pm
Adrian Mejia COM Main Campus Technical- Vocation, Bldg. #5 1131	3 pm 4 pm

• Drag and drop your chosen section over to the calendar section on the right of screen



• Scrolling down in the right column to view your scheduled classes

< Back to My Planner Credit Fall 2020 7 Credits scheduled		Pay Tuition Register (2)
My Planned Courses	6 pm	 ✓ You have scheduled ★ PTAC1332 Process Instrumentation I
GOVT2305 Federal Government (070) Constitution & Topics	7 pm 8 pm 9 pm 10 pm	ing
	Scheduled Courses These courses are not yet registered. These courses are not yet registered. To practice the set of th	I4 Seats C
	CHEM1411 General Chemistry I (030) Section 101CL Aug 24th - Dec 11th 2020, 15 Weeks Multiple Meetings View 3 meetings View 3 meetings The last day to drop without penalty: Sep 9th 2020	1 Seats C

• After you have selected your classes, select the Register button in the upper right

< Back to My Planner Credit Fall 2020 7 Credits scheduled						F	ay Tuition F	Register (2)
My Planned Courses	Weekly (Calendar 🤇	D	< Augus	t 23 - August 29, 2020	>		•
GOVT2305 Federal Government (070) Constitution & Topics	6 am 7 am 8 am 9 am 10 am 11 am 12 pm 1 pm 2 pm 3 pm 4 pm 5 pm 6 pm 7 pm 8 pm	Sun	Mon	CHEM1411 PTAC1332	Wed Morning Afternoo	CHEM1411 PTAC1332	Fri	Sat
	9 pm							



• Select the Got It option in the bottom right of the Transaction Summary pop-up window

Step Three – Verify Enrollment

• Select the Go Back option on the Transaction History screen



• Review registered courses at the bottom of the right column

Summer Term 2020 6 Credits scheduled	Pay Tuition Register
 My Planned Courses REF Search All your classes are registered Enjoy your classes 	PREF Search 7 µm 8 µm 9 µm 10 µm 10 µm ENC1101 COMPOSITION I REF 644674 May 11th - Jun 22nd 2020, 6 Weeks Accelerated Coursee Mon Wed 6:00 µm - 9:50 µm RAPHAEL BENNETT A Hugh Adams Central Campus [INST PUBLIC SAFETY 001520 - TECH LAB A Hugh Adams Central Campus The last day to drop without penalty: May 18th 2020 Last day to Withdraw: Jun 5th 2020
	 SPC1024 INTRO SPE COMM REF 642712 May 11th - Aug 2nd 2020, 12 Weeks Mon Wed 12:00 pm - 1:45 pm VICTORIA NG A. Hugh Adams Central Campus GENE A WHIDDON HALL 001030 - CLASSROOM