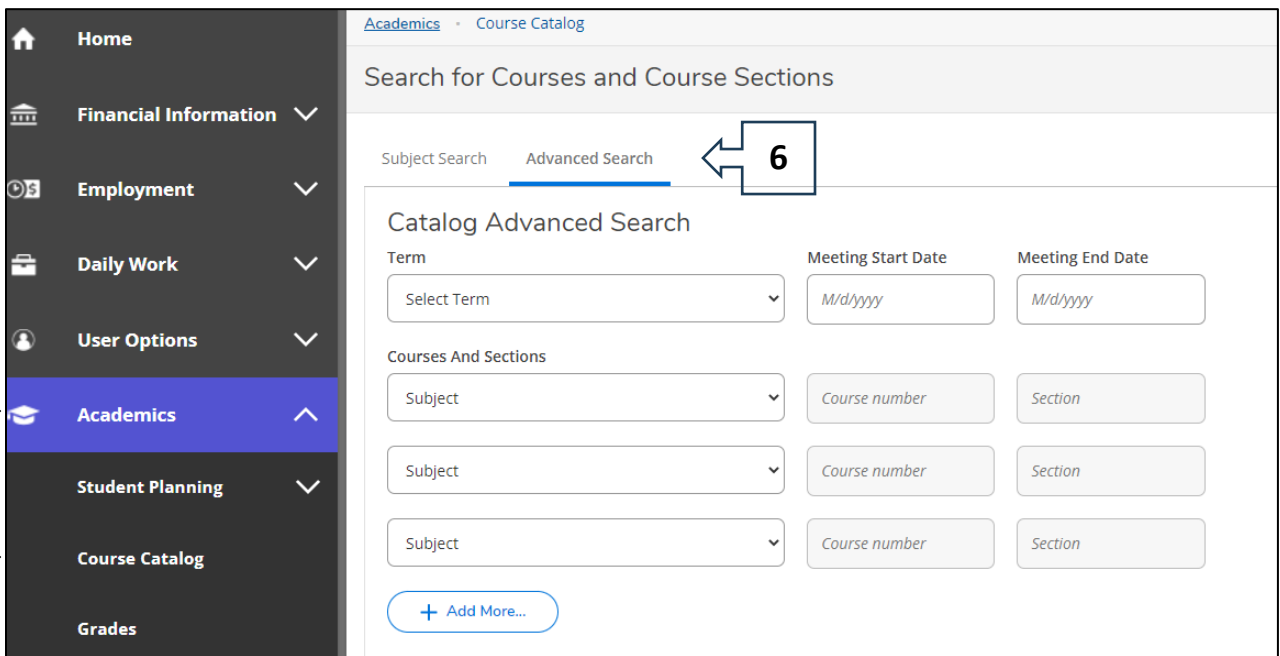
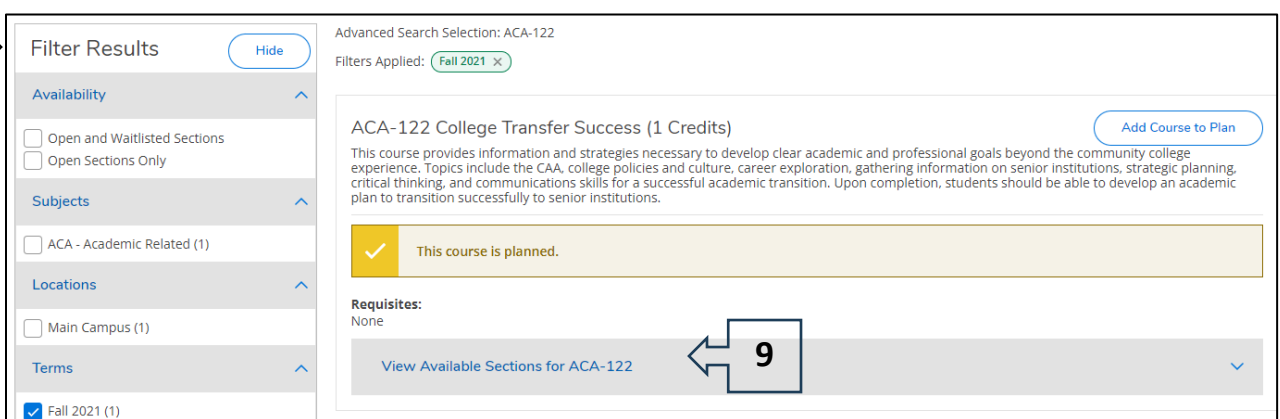


1. Go to www.gaston.edu, click on the *Self Service* link.
2. Log in to Self Service.
3. Click on *Student Planning and Registration*.
4. Expand the menu on the left – specifically clicking on the *Graduation Cap (Academics)*.
5. Click on the *Course Catalog*.
6. There are two tabs on this page – click on the *Advanced Search Tab*.
7. Enter information in the appropriate fields and select *Search*.
8. If you need to filter the results further, use the filter on the left.
9. Click on *View Available Sections for XXX-###*.



This screenshot shows the navigation menu on the left and the 'Search for Courses and Course Sections' page. The 'Academics' menu item is highlighted with a blue bar and a white arrow labeled '4'. Below it, the 'Course Catalog' menu item is also highlighted with a white arrow labeled '5'. In the main content area, the 'Advanced Search' tab is selected, indicated by a white arrow labeled '6' pointing to the tab. The search form includes fields for 'Term', 'Meeting Start Date', 'Meeting End Date', and three rows for 'Courses And Sections' (Subject, Course number, Section). A '+ Add More...' button is located at the bottom of the search form.



This screenshot shows the 'Filter Results' sidebar on the left and the course details for 'ACA-122 College Transfer Success (1 Credits)'. The 'Filter Results' sidebar has a 'Hide' button and several filter categories: 'Availability' (Open and Waitlisted Sections, Open Sections Only), 'Subjects' (ACA - Academic Related (1)), 'Locations' (Main Campus (1)), and 'Terms' (Fall 2021 (1)). The course details section shows the course title, a description, a status bar with a checkmark and the text 'This course is planned.', and a 'Requisites' section with 'None'. At the bottom, a button labeled 'View Available Sections for ACA-122' is highlighted with a white arrow labeled '9'.