Getting Class Lists from the Web

Use your Web 4 login and PIN number to get up-to-date classlists and student email addresses. As of Summer 2007, ITS no longer prints class lists.

1. Open your Web browser and go to the CCSF site: http://www.ccsf.edu.

2. Click MyCCSF. The MyCCSF page appears.

3. On the upper left of the MyCCSF page, click Class Schedule Portal (under For Faculty & Staff).

4. Follow the prompts on the Login page.
   - The PIN is the same as for Banner/Web4. When you login for the first time you must change your PIN to another 6 digit number.

5. Once logged in, choose the CRN of the class for which you wish to see/print the classlist.