



# HOW TO REGISTER IN YOUR KNIGHTHAWK NAVIGATOR ACCOUNT

**1** Log in to your MyWGTC Dashboard

About WGTC ▾ Start My Journey ▾ MyWGTC ▾ Foundation ▾

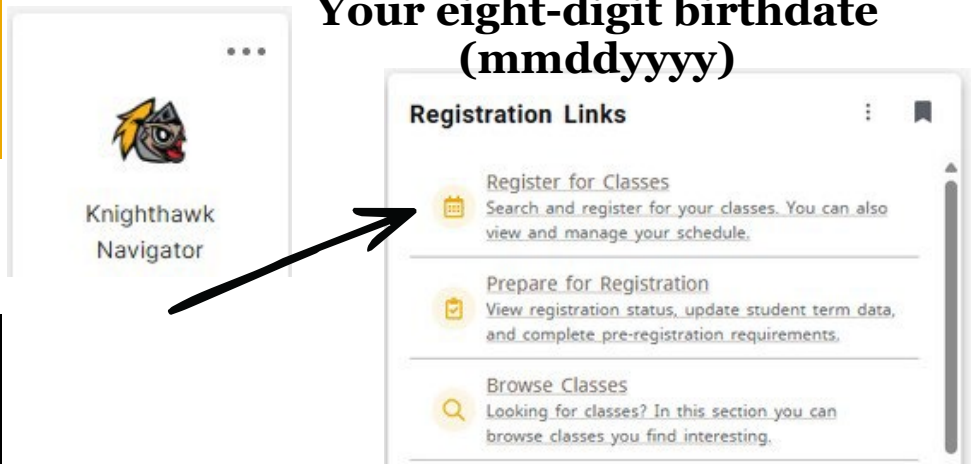


MyWGTC Portal

Accessibility Services

**Username: Full WGTC student email (found in your acceptance letter) Password: Your eight-digit birthdate (mmddyyyy)**

**2** Select the Knighthawk Navigator icon



**3** Select "Register for Classes" on the Registration links tile

**4** Select the term

Select a Term for Class Search  
Fall Semester 2026

Continue

**5** Type in the Subject & Course Number of the class

Subject ENGL

Course Number English

Keyword

Subject English

Course Number 1101

Keyword

Search

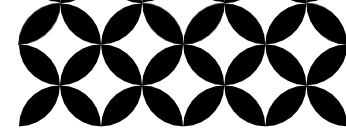
**6** Select "Add" beside the section of your choice then hit submit

Title	Details	Hours	CRN	Schedule Type	Status	Action
Composition and Rhetoric	ENGL 1101, 320	3	27086	Asynchron...	Pending	Web Registered

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 0

Submit

Add



## HELPFUL TIPS WHEN REGISTERING

**1**

For searching for the Subject and Course Number Search for the Subject, “English” for ENGL 1101 . Then type in the course number, “1101” for ENGL 1101  
**\*\*Refer to your Program Completion Checklist for appropriate subject and course number.**

**2**

For searching for a science lecture and lab:  
When registering for a Biology, Chemistry, or Physics class, **DO NOT HIT SUBMIT** until you have selected a *lecture and a lab.*

When typing in the course number, enter a % at the end (ex. 2113%) to view both lectures and lab together. Then make a selection for each before submitting.

**3**

Verify the course was “Registered” at the bottom of the page under “Summary”. This will indicate that you have registered successfully.

If an error occurred, you will see the error listed.

To print your schedule, tab over to Schedule and Options and hit the print button.

**4**

### Additional Helpful Hints

\*If you receive an error, please email [advising@westgatech.edu](mailto:advising@westgatech.edu) and include your name, 900#, and the CRNs of the courses.

\*If you register for a course outside of major, please be prepared to pay by the fee payment deadline.

\*Online sections have Online for the location. There are 2 types:

\**Asynchronous* Online classes do not have a set meeting time.

You will have weekly assignment deadlines.

\**Synchronous* Online classes will have a meeting time listed.

