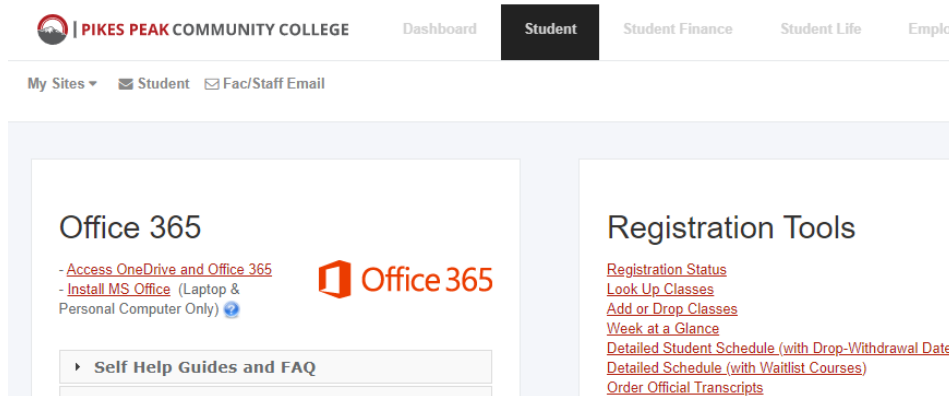
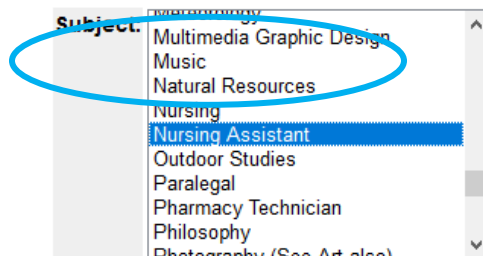


How to register for CNA certificate courses (NUA 101, NUA 170, & NUA 171) in the myPPCC student portal

1. After logging into your student portal, go to the **Student** tab at the top of the page. In the **Registration Tools** box, select **Look Up Classes**.



2. Select your term and click **Submit**.
3. Select **Class Search**, and then select **Advanced Search**.
4. In the **Subject** box, select **Nursing Assistant**, and then click on **Section Search** at the bottom of the page.



Course Number:

Title:

Instructional Method:
 Career-Technical Course
 Hybrid

Credit Range: hours to hours

Campus:
 PPCC CCCOnline
 PPCC Centennial Campus

Part of Term:
 Non-date based courses only
 1st Bi-Semester
 1st Tri-Semester

Instructor:
 Acres, Harley B
 Agüero, Theresa Lynn

Start Time: Hour Minute am/pm

End Time: Hour Minute am/pm

Days: Mon Tue Wed Thur Fri Sat Sun

- When registering for the CNA certificate courses, you must register for **NUA 101, NUA 170, and NUA 171 concurrently**. Thus, when selecting the NUA 101 course first, you will need to also register for the NUA 170 and 171 courses that are paired with NUA 101, which is indicated by the section number. The section number can be found under the “Sec” column. Thus, if you register for NUA 101 sec N05, you must also register for section N05 for NUA 170 and NUA 171, as seen below.

Nursing Assistant																	
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	Cap	WL	Act	WL
<input type="checkbox"/>	12220	NUA	101	N01	PCE	4.000	Nurse Aide Health Care Skills	MF	08:00 am-12:30 pm	20	20	0	0	0	0	0	0
								MF	01:00 pm-03:15 pm								
<input type="checkbox"/>	12221	NUA	101	N02	PCE	4.000	Nurse Aide Health Care Skills	TR	12:00 pm-04:30 pm	20	20	0	0	0	0	0	0
								TR	05:00 pm-07:15 pm								
<input type="checkbox"/>	12218	NUA	101	N03	PRR	4.000	Nurse Aide Health Care Skills	MW	08:00 am-12:30 pm	30	30	0	0	0	0	0	0
								MW	01:00 pm-03:15 pm								
<input type="checkbox"/>	12219	NUA	101	N04	PRR	4.000	Nurse Aide Health Care Skills	TR	08:00 am-12:30 pm	30	28	2	0	0	0	0	0
								TR	01:00 pm-03:15 pm								
<input checked="" type="checkbox"/>	12633	NUA	101	N05	PRR	4.000	Nurse Aide Health Care Skills	MW	04:00 pm-08:30 pm	30	21	9	0	0	0	0	0
								F	04:00 pm-08:30 pm								
<input type="checkbox"/>	12648	NUA	102	101	PRR	0.500	Certification Exam Prep	MW	01:00 pm-04:50 pm	16	5	11	0	0	0	0	0
<input type="checkbox"/>	12649	NUA	102	125	PRR	0.500	Certification Exam Prep	TR	08:00 am-11:50 am	16	3	13	0	0	0	0	0
<input type="checkbox"/>	12647	NUA	102	126	PRR	0.500	Certification Exam Prep	FS	08:00 am-11:50 am	16	7	9	0	0	0	0	0
<input type="checkbox"/>	12634	NUA	170	N01	PZZ	1.000	Nurse Aide Clinical Experience	MF	07:00 am-05:00 pm	20	20	0	0	0	0	0	0
<input type="checkbox"/>	12636	NUA	170	N02	PZZ	1.000	Nurse Aide Clinical Experience	TR	07:00 am-05:00 pm	20	20	0	0	0	0	0	0
<input type="checkbox"/>	12638	NUA	170	N03	PZZ	1.000	Nurse Aide Clinical Experience	MW	07:00 am-05:00 pm	30	29	1	0	0	0	0	0
<input type="checkbox"/>	12640	NUA	170	N04	PZZ	1.000	Nurse Aide Clinical Experience	TR	07:00 am-05:00 pm	30	28	2	0	0	0	0	0
<input checked="" type="checkbox"/>	12642	NUA	170	N05	PZZ	1.000	Nurse Aide Clinical Experience	SU	07:00 am-05:00 pm	30	22	8	0	0	0	0	0
<input type="checkbox"/>	12635	NUA	171	N01	PZZ	1.000	Clinical:	MF	07:00 am-05:00 pm	20	20	0	0	0	0	0	0
<input type="checkbox"/>	12637	NUA	171	N02	PZZ	1.000	Clinical:	TR	07:00 am-05:00 pm	20	20	0	0	0	0	0	0
<input type="checkbox"/>	12639	NUA	171	N03	PZZ	1.000	Clinical:	MW	07:00 am-05:00 pm	30	29	1	0	0	0	0	0
<input type="checkbox"/>	12641	NUA	171	N04	PZZ	1.000	Clinical:	TR	07:00 am-05:00 pm	30	28	2	0	0	0	0	0
<input checked="" type="checkbox"/>	12643	NUA	171	N05	PZZ	1.000	Clinical:	SU	07:00 am-05:00 pm	30	22	8	0	0	0	0	0

- To verify that you have chosen the correct paired sections, click on the **blue CRN number** next to NUA 101.
- The next screen will state the section number you must choose for NUA 170 & NUA 171. This screen also gives you the location of the NUA 101 course.

Sections Found**Nurse Aide Health Care Skills - 12220 - NUA 101 - N01**

NUA 101-N01 students must also register for NUA 170-N01 and NUA 171-N01

Associated Term: Summer 2018

Registration Dates: Mar 19, 2018 to May 28, 2018

Levels: Undergraduate

Attributes: Career and Technical Ed Course, Instructional Program Fee H

PPCC Centennial Campus

Lecture/Lab Schedule Type

Traditional Instructional Method

4.000 Credits

[Syllabus/Textbook Information](#)

[View Catalog Entry](#)

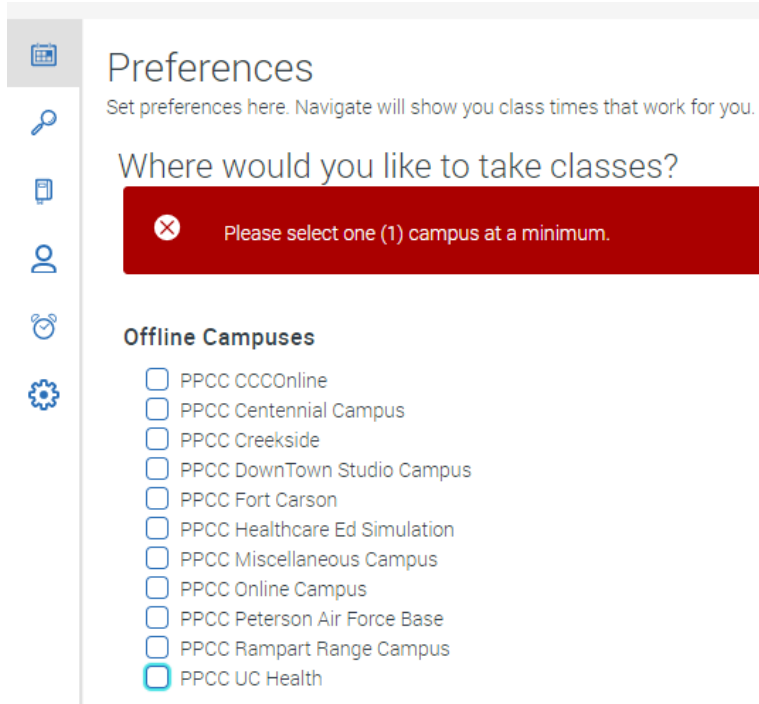
Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	8:00 am - 12:30 pm	MF	Aspen Building 363	May 29, 2018 - Jul 01, 2018	Lecture	TBA
Class	1:00 pm - 3:15 pm	MF	Aspen Building 360	May 29, 2018 - Jul 01, 2018	Lecture/Lab	TBA

8. After selecting **Return to Previous** at the bottom of the screen, make sure to look at the days/times for the clinicals (NUA 170 & 171) as these might be different from the NUA 101 section. The location of clinicals will be determined by your NUA 101 instructor and will be disclosed in your NUA 101 class. The "Cmp" column indicates campus, and for clinicals this will be listed as "PZZ" as the location, which indicates an off-site location. However, the NUA 101 section will be either at the Centennial Campus (PCE) or at the Rampart Range campus (PRR). Also, pay attention to the date range, as students will start with NUA 101, then go into NUA 170, and then go into NUA 171.
9. After the same section is checked for all three courses (NUA 101, NUA 170, & NUA 171), click the **Register** button at the bottom of the page.
10. If clinicals are not yet listed in the portal when registering, keep checking daily to see when they post, and then officially register when clinicals are listed as NUA 101, NUA 170, and NUA 171 must be registered concurrently.
11. Watch your student e-mail for extensive directions sent to you from the NUA instructors prior to classes starting.

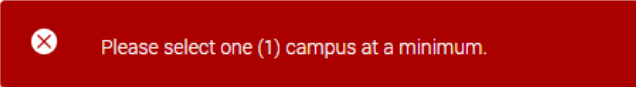
How to register for CNA (NUA 101, 170, & 171) courses in Navigate

1. Open **Navigate** from your student portal.
2. Under the “**To Do’s**” list, be sure to “**Accept the Payment Agreement**”. If not, you will be prevented from registering.
3. Click the “**Planner**” tab.
4. Click “**Add Term**” at the top right side of the page and select the semester for which you wish to register.
5. Under Preferences, found through the cog icon on the left, click on the choice of campuses. Leave all unchecked for any campus. If you have chosen preferences, you may need to click on the Conflicting tab on the registration screen to see other options.



Preferences
Set preferences here. Navigate will show you class times that work for you.

Where would you like to take classes?

 Please select one (1) campus at a minimum.

Offline Campuses

- PPCC CCCOnline
- PPCC Centennial Campus
- PPCC Creekside
- PPCC DownTown Studio Campus
- PPCC Fort Carson
- PPCC Healthcare Ed Simulation
- PPCC Miscellaneous Campus
- PPCC Online Campus
- PPCC Peterson Air Force Base
- PPCC Rampart Range Campus
- PPCC UC Health

- Return to the current term of registration and click on the magnifying glass in the top left corner, and it will display a box. Type the course subject and number into the box, and drag the result into the term you added. Note: You may need to type NUA101, NUA170 and NUA171 into the box individually if all three options do not populate with one search. Click on **Add to Term** to put the course into the appropriate term.

The screenshot shows the NAVIGATE My Planner interface. On the left, there is a search section with fields for Course Number (containing NUA101), Subject (with a dropdown menu), Credits, and Search by Keyword. A table displays 1 result found for NUA101, titled "Nurse Aide Health Care Skills" with 4 credits. Below the table are navigation arrows. On the right, the "My Academic Plan" section shows a button to "Add a new term", a toggle for "Show Completed Terms", and a section for "Current and Upcoming Terms" featuring "Spring 2021". Under "Spring 2021", it shows "Term Status: Registration Open", "Time Selected (Not Yet Registered)", and a list of planned courses including "AAA109 Advanced ..." and "NUA101 Nurse A...". A "View / Edit Schedule" button is visible at the bottom right of the plan section, along with a "7 Credits" indicator.

- Once the classes have been added into the proper term, click the blue **“View/Edit Schedule”** button within that box. It will take you to the next screen where you choose the date, time, and location of NUA 101.
- Click on the NUA 101 from your course list to display the available sections. Choose the date, time, and location that works best for your schedule by dragging your preferred section into the weekly calendar. To register for the correct co-requisites of NUA 170 and 171, click on **“View Corequisites”** in the bottom, right area.

Spring 2020 4 Credits scheduled [Pay Tuition](#) [Register](#)

My Planned Courses

[NUA170 Nurse Aide Clinical Experience](#) [Sections](#)

[NUA171 Clinical](#) [Sections](#)

Weekly Calendar

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm		NUA101		NUA101			
1 pm							
2 pm							
3 pm		NUA101		NUA101			
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							

Scheduled Courses These courses are not yet registered.

NUA101 Nurse Aide Health Care Skills CRN 34429 18 Seats

Jan 22nd - Feb 25th 2020, 5 Weeks
Vickers, Mark

Mon Wed 3:15 pm - 7:45 pm
Mon Wed 12:00 pm - 3:00 pm

PPCC Centennial Campus | Aspen Building Room# 361 Aspen Building Room# 360
PPCC Centennial Campus | 5675 South Academy Blvd.

The last day to drop without penalty: Jan 26th 2020

[Requisite](#) [Accelerated Course](#)

Reminder: This course must be taken with 0 corequisite course.

This course has corequisite(s) that must be scheduled to register. [View Corequisites](#)

9. Another screen opens showing you what you also need for this program. Click on **“Add to my schedule”** button for each class.
- NOTE: all of these courses must be taken in the same semester and in the way that they are scheduled.

4 credits

NUA101 Nurse Aide Health Care Skills

To register for this section, the following must be taken together:

[NUA171 Clinical](#) CRN34416 [Add to my schedule](#)

[NUA170 Nurse Aide Clinical Experience](#) CRN34759 [Add to my schedule](#)

Prerequisites:
None

This course must be taken with:
None

Description:
Prepares the student to perform the fundamental skills of the nurse aide. Basic nursing skills, communication skills, restorative services, personal care skills, safety and emergency care issues are covered. Includes knowledge and/or principles of asepsis, OSHA and HIPAA regulations. Ethical behaviors, cultural sensitivity and principles of mental health will be addressed, as well as patient/resident rights.

[Got it](#)

10. Once all of your courses have been selected, you will be returned to the current semester registration screen. Click **Register**. Note: If clinicals do not appear in the weekly calendar, as they will be at an off-site location, you may need to go back to the PCCC student portal, select the **Student** tab, and then select **Detailed Student Schedule (with Drop-Withdrawal dates)** under **Registration tools**. Your schedule will be displayed with days/times.
11. If clinicals (NUA 170 and 171) are not yet listed when registering, keep checking daily to see when they post. Then officially register when clinicals are listed as NUA 101, NUA 170, and NUA 171 must be registered concurrently.
12. Watch your student e-mail for extensive directions sent to you from the NUA instructors prior to classes starting.