

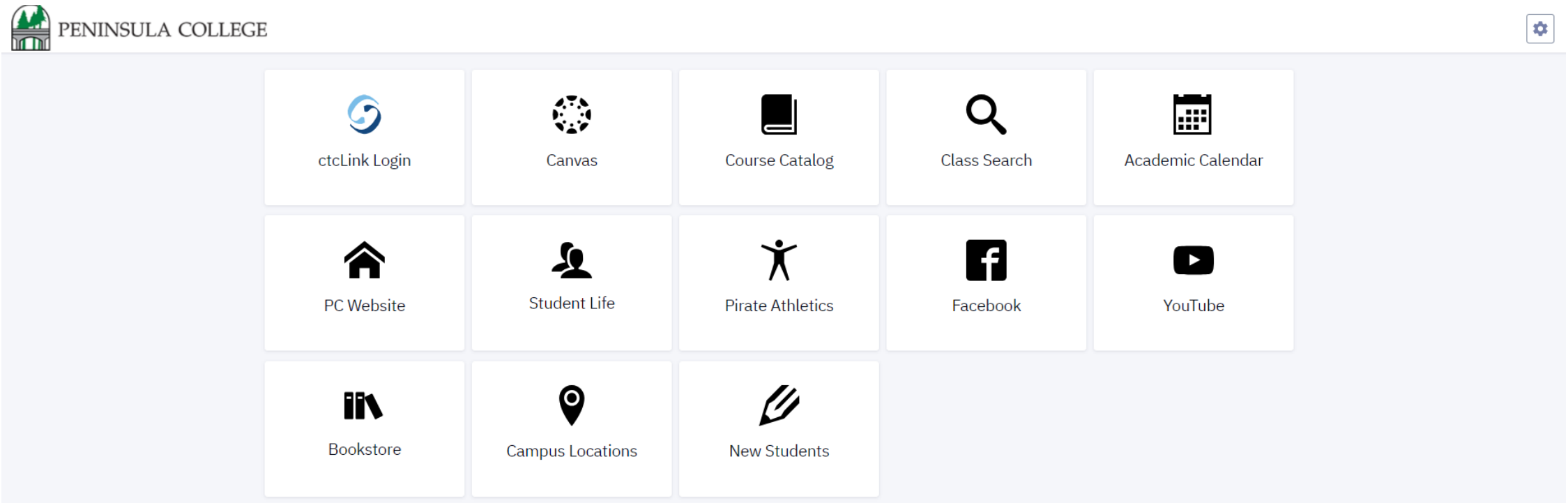
How to View Your Class Schedule in ctcLink

This guide will show you how to view your class schedule in ctcLink.



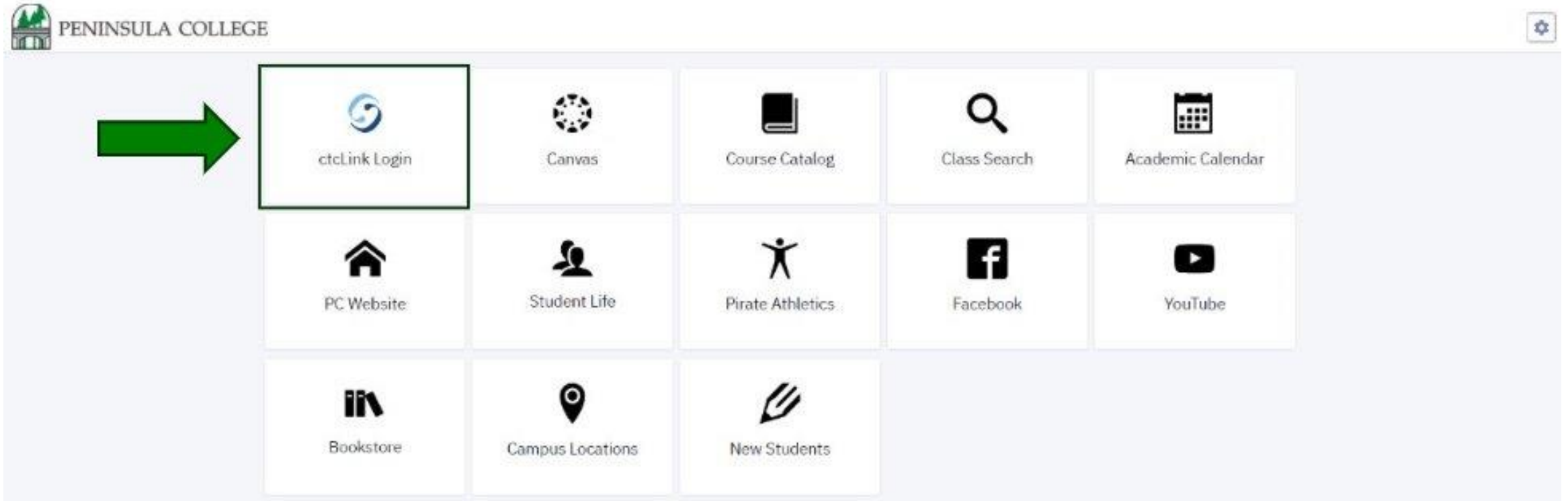
Proceed to ctcLink:

1. Open web browser and go to the [ctcLink Mobile Site](#) OR open the ctcLink app on your mobile device.



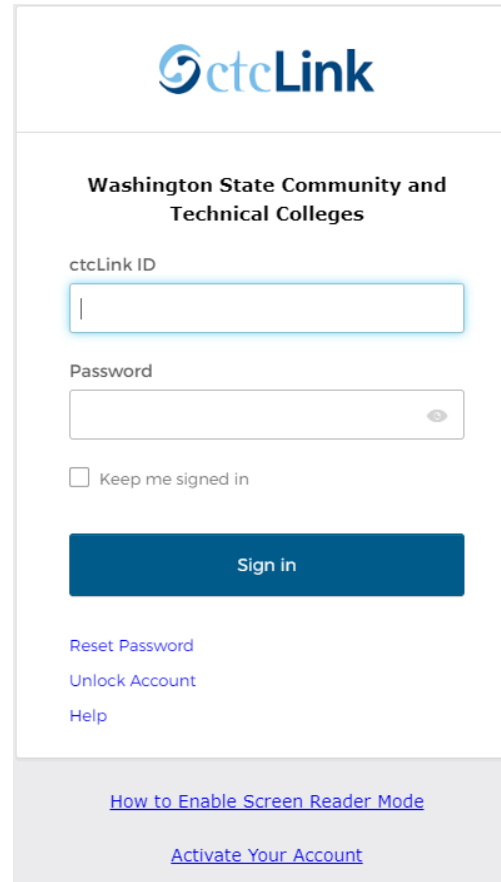
Navigate to ctclink Login Portal:

2. Select/Tap on the ctclink Login Tile.



Log in to ctcLink:

3. Log in to ctcLink.



The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is centered. The login form includes a "ctcLink ID" input field, a "Password" input field with a visibility toggle, and a "Keep me signed in" checkbox. A blue "Sign in" button is positioned below the password field. At the bottom of the form are links for "Reset Password", "Unlock Account", and "Help". A grey footer bar contains links for "How to Enable Screen Reader Mode" and "Activate Your Account".

ctcLink

Washington State Community and
Technical Colleges

ctcLink ID

ctcLink ID

Password

Keep me signed in

Sign in

[Reset Password](#)

[Unlock Account](#)

[Help](#)

[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Open Academics:

4. At the top, expand the **Academics** tab.



The screenshot shows the Peninsula College dashboard interface. On the left is a green sidebar with navigation options: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '4'), and My Profile. The main content area is titled 'Dashboard' and 'Hello'. At the top of the main area are three tabs: 'General', 'Academics' (which is highlighted with a green box and a green arrow from above), and 'Financials'. To the right of the tabs is an 'Edit My Widgets' button. Below the tabs, the dashboard is divided into several widget sections: 'Message of the Day' (empty), 'Inbox' (empty, with text 'You have no messages.'), 'Shopping Cart SPRING 2026' (empty, with text 'You have no classes in your shopping cart.'), 'To Dos' (empty, with text 'You have no To Dos.'), 'Wait List SPRING 2026' (empty, with text 'You have no wait listed classes.'), and 'Tasks' (containing one task: 'Financial Agreement - 2025/2026 Acad Year - Peninsula College-265').

Review Your Schedule:

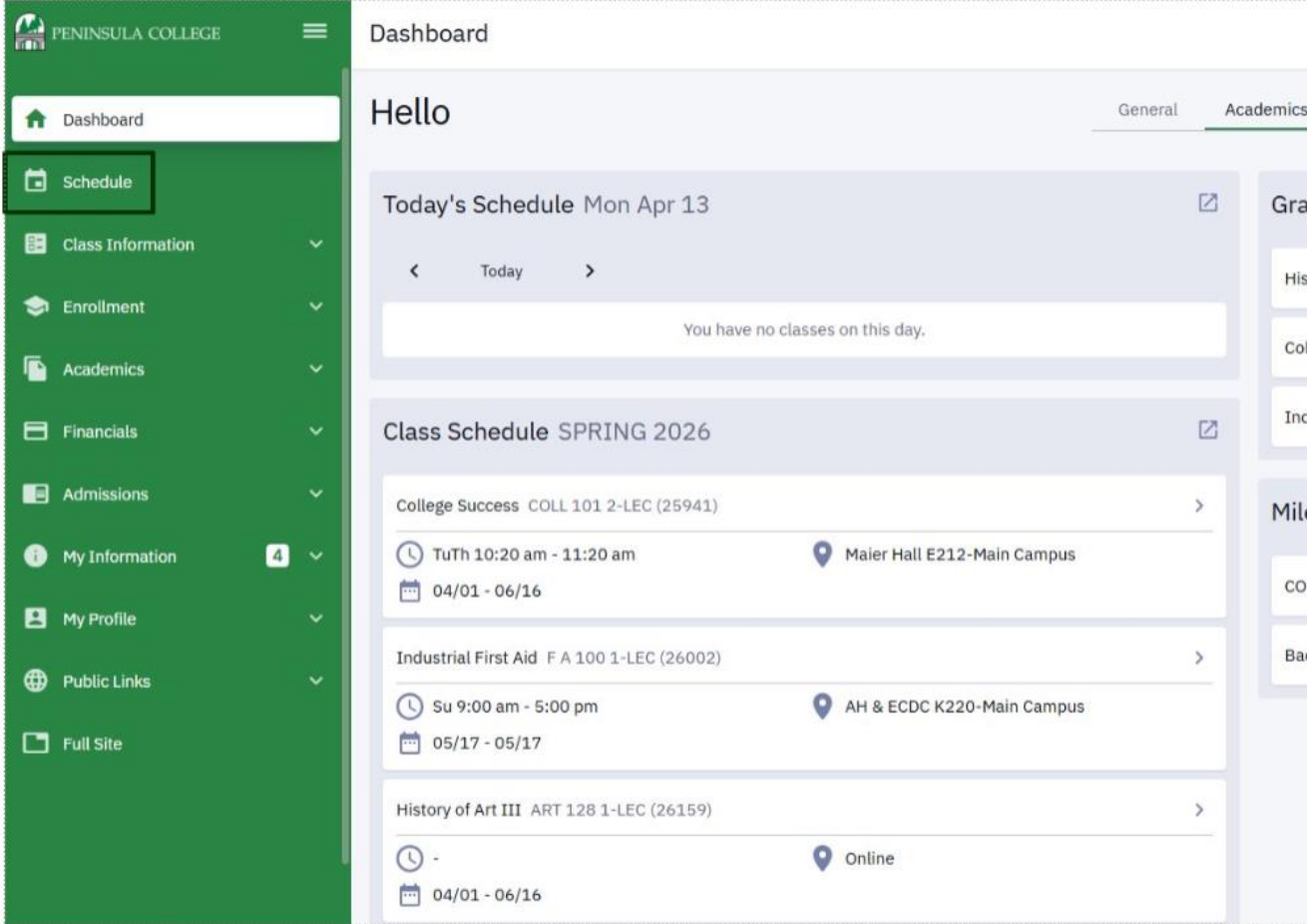
5. Review your class schedule.

The screenshot shows the Peninsula College dashboard. On the left is a green navigation sidebar with the following menu items: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '4'), My Profile, Public Links, and Full Site. The main content area is titled 'Dashboard' and 'Hello'. It features a 'Today's Schedule' section for 'Mon Apr 13' which displays 'You have no classes on this day.' A large green arrow points from this section down to the 'Class Schedule SPRING 2026' section. This section lists three classes:

Class Name	Code	Days	Time	Location	Dates
College Success	COLL 101 2-LEC (25941)	TuTh	10:20 am - 11:20 am	Maier Hall E212-Main Campus	04/01 - 06/16
Industrial First Aid	F A 100 1-LEC (26002)	Su	9:00 am - 5:00 pm	AH & ECDC K220-Main Campus	05/17 - 05/17
History of Art III	ART 128 1-LEC (26159)	-	-	Online	04/01 - 06/16

Expand Schedule:

6. You can also view your schedule in a calendar view. On the left, select **Schedule** to expand the menu.



The screenshot shows the Peninsula College dashboard interface. On the left, a green sidebar menu contains several items: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '4'), My Profile, Public Links, and Full Site. A large green arrow points to the 'Schedule' menu item, which is highlighted with a black border. The main content area is titled 'Dashboard' and 'Hello'. It features a 'Today's Schedule Mon Apr 13' section with a message: 'You have no classes on this day.' Below this is a 'Class Schedule SPRING 2026' section listing three classes: 'College Success COLL 101 2-LEC (25941)' (TuTh 10:20 am - 11:20 am, Maier Hall E212-Main Campus, 04/01 - 06/16), 'Industrial First Aid F A 100 1-LEC (26002)' (Su 9:00 am - 5:00 pm, AH & ECDC K220-Main Campus, 05/17 - 05/17), and 'History of Art III ART 128 1-LEC (26159)' (Online, 04/01 - 06/16). The right sidebar contains partially visible buttons for 'Gra', 'His', 'Coll', 'Ind', 'Mile', 'COL', and 'Bac'.

Review Your Schedule:

7. Review your schedule. Online classes are listed at the top of the calendar.

The screenshot shows the 'Schedule' page for Peninsula College. On the left is a green navigation sidebar with options: Dashboard, Schedule (selected), Class Information, Enrollment, Academics, Financials, Admissions, My Information (4), My Profile, Public Links, and Full Site. The main content area is titled 'Schedule' and shows a calendar for 'Apr 12 - Apr 18'. At the top right of the calendar area are buttons for 'Download (.ics)', a list icon, a calendar icon, and a settings icon. Below these is a 'Time Period:' dropdown set to 'Week'. A legend below the calendar header includes: Class Schedule (checked), Class Exams (checked), Wait List Classes (checked), Teaching Schedule (checked), and Teaching Exams (checked). The calendar grid shows a yellow highlight for 'APR 13'. A green box highlights the 'OTHER' category in the top-left of the calendar, with a green arrow pointing to the entry 'History of Art III' which is listed as 'Online Asynchronous'. Two other class entries are visible: 'College Success' at Maier Hall E212-Main Campus Hybrid on APR 14 and APR 16.

Review Your Schedule (cont.):

8. Use the **Time Period** dropdown to change the view from **Week** to **Day** or **Month**.

The screenshot displays the Peninsula College schedule management interface. On the left is a green navigation sidebar with options: Dashboard, Schedule (selected), Class Information, Enrollment, Academics, Financials, and Admissions. The main content area is titled "Schedule" and shows a weekly view for "Apr 12 - Apr 18". A "Today" button is present. Below the date range are filters for Class Schedule, Class Exams, Wait List Classes, Teaching Schedule, and Teaching Exams, all with checkmarks. The schedule grid shows a yellow highlight for APR 13. A dropdown menu for "Time Period:" is open, showing options for Week, Month, and Day. The "Day" option is highlighted with a green border. The grid also shows class blocks for "History of Art III" and "College Success".

	APR 12	APR 13	APR 14	APR 15	APR 16	APR 17	APR 18
10 AM							
11 AM			College Success Maier Hall E212-Main Campus Hybrid		College Success Maier Hall E212-Main Campus Hybrid		

Review Your Schedule (cont.):

9. Select a class to view class information and deadlines.

PENINSULA COLLEGE Schedule

Download (.ics) [Menu] [Calendar] [Settings]

Apr 12 - Apr 18 | Today

Time Period: Week

Class Schedule Class Exams Wait List Classes Teaching Schedule Teaching Exams

OTHER History of Art III Online Online Asynchronous

	APR 12	APR 13	APR 14	APR 15	APR 16	APR 17	APR 18
10 AM		College Success Maier Hall E212-Main Campus Hybrid			College Success Maier Hall E212-Main Campus Hybrid		
11 AM							
12 PM							
1 PM							
2 PM							
3 PM							

Review Your Schedule (cont.):

10. Review the class information. Select **View Deadlines** to see academic calendar deadlines.

The screenshot displays the Peninsula College student portal interface. On the left is a green navigation sidebar with options like Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information, My Profile, Public Links, and Full Site. The main area shows a calendar view for the week of April 12-18. A modal window titled 'College Success | COLL 101' is open, providing detailed information about the class. A green arrow points to the 'View Deadlines' button at the bottom of the modal.

College Success | COLL 101

INFORMATION

Institution:	Peninsula College
Section:	2-LEC (25941)
Class Number:	25941
Career:	Undergraduate
Session:	Regular Academic Session
Units:	5 units
Grading:	Graded
Class Attributes:	Open Educational Resources:No Textbook to Purchase
Class Notes:	This class has face-to-face instruction on the days and times listed and has an online component in Canvas.

DESCRIPTION

This course provides support, develops positive connections, and opens learning opportunities to help students identify and pursue their academic and career goals. Through a process of self-discovery, students cultivate a deeper understanding of themselves that highlights their unique strengths and identifies areas for growth. Students will also learn how to navigate college systems and understand the specialized vocabulary and procedures. Throughout, this course reassures students of all backgrounds and abilities that they belong. This class may include students from multiple sections. This class has a 12.13.

DETAILS

Instructor:	Alison Rose	See Location
Dates:	04/01/2026 - 06/16/2026	
Meets:	TuTh 10:20AM - 11:20AM	

[Share](#) [View Deadlines](#)

Review Your Schedule (cont.):

11. Review the academic calendar deadlines for the class.

The screenshot displays the Peninsula College student portal. On the left is a green navigation sidebar with options: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '4'), My Profile, Public Links, and Full Site. The main area shows a calendar view for 'Apr 12 - Apr 18'. A class 'History of Art III Online Asynchronous' is listed under 'OTHER'. A modal window titled 'Academic Calendar Deadlines' is open, showing details for 'College Success | COLL 101'.

Academic Calendar Deadlines		
CLASS DETAILS		
Session:	Regular Academic Session	
Career:	Undergraduate	
Section:	2	
Class Start Date:	04/01/2026	
Class End Date:	06/16/2026	
Last Date to Waitlist:	03/31/2026	
DROP CALENDAR		
Drop - Retain Record	04/14/2026	A class dropped on or before this date will be retained on your academic record with a status of dropped.
Drop With Penalty	05/26/2026	A class dropped on or before this date will appear on your transcript and a penalty grade will be assigned to the class.
CANCEL & WITHDRAW CALENDAR		
Cancel	04/13/2026	Classes within a session, canceled on or before this date will not appear on your transcript.
Withdraw Without Penalty	04/14/2026	Classes within a session, withdrawn on or before this date will not appear on your transcript.
Withdraw With Penalty	05/26/2026	Classes within a session, withdrawn on or before this date will appear on your transcript and a



Success:

12. Done! You reviewed your schedule.



Enrollment Issues?

If you are experiencing issues with enrolling for classes, first try clearing your Internet browser history and try again.

If you are still experiencing issues, please contact Student Services at (360) 417-6340 or email us at studentservices@pencol.edu



If you have any questions or need further assistance, contact the IT Help Desk at (360) 417-6565 or helpdesk@pencol.edu

