Online Registration for BioWork
Go to **www.pittcc.edu**, click on “Academics” and then click on “Continuing Education and Workforce Development”
Scroll down until you see the “Quick Links” menu and click on “Registration”
Scroll down to “Online Registration” and click on “registration instructions”
Click on the “Web Advisor” Link

Online Registration

View Classes
1. Open WebAdvisor (click link)
2. Choose “Continuing Education” from the menu on the right.
3. Click “Register and Pay for Continuing Education Classes”.
4. Click “Submit” at the bottom of the page to view a list of available courses. *Do not use the search fields! Just click Submit!
5. Select a course to view additional details such as course description, textbook information, and supply requirements.

Register for Classes
1. Check the box next to each desired course and click “Submit”.

Quick Links
- Course Schedules
- Registration
- Conflit Moodle
- Location Key
- Continuing Education Transcripts
- Policies
- Contact Signup
- Staff Directory
- Contact Us
- PCC Continuing Education
Click on Continuing Education
Click on “Register and Pay for Continuing Education Classes”
Leave the form BLANK (don’t enter any search information), scroll down and click “Submit”
Choose BTC 3200 01HY (Tues lab) or BTC 3200 02HY (Thurs lab)—Your choice

To Choose your section, click on the box beside the course section to enter a check mark
Scroll to the bottom of the list and click on “submit”
Fill out the personal identification form, then click on “submit” at the bottom of the form.
Follow the instructions below to complete registration and pay for your course

Register for Classes

1. Check the box next to each desired course and click “Submit”.

2. Fill out the Personal Identification Form that is required for all students registering for a Continuing Education class. Your social security number is used for student identification purposes only. If you prefer not to provide this information on our secure site, you may choose to register in person. Click “Submit”.

3. Complete the additional registration information on the following menu.

Pay for Classes

1. To complete your online registration, select “Register Now (Check Out)” and choose your payment type.

2. Click “Submit” and you will be redirected to our secure payment site.

3. Enter your payment information and click “Continue” to receive your registration confirmation.

4. Please print and keep the confirmation for your records.
Questions?

Confirmation Email

Once your registration and payment is complete, you will receive a confirmation email from our Continuing Education Online Registration (pcceonline@my.pitcc.edu). If you do not receive an email confirmation, please contact us at pcceonline@my.pitcc.edu or 252-493-7388.