Customization: Enrollment Options
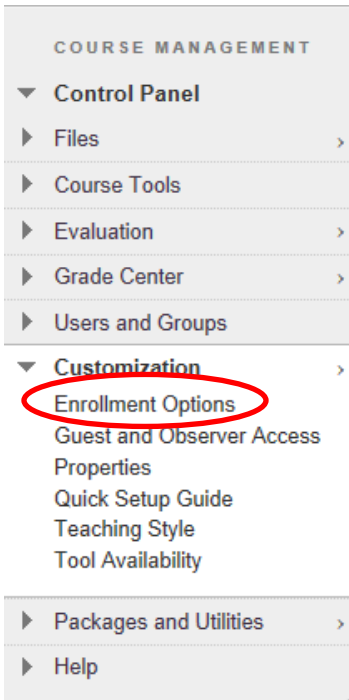
Step 1: On the Control Panel under Customization, select **Enrollment Options**.

Step 2: Select Enrollment Options

- The Instructor/ System Administrator option enables the Instructor or System Administrator to control the enrollment process.

- Self Enrollment option allows Students to enroll themselves in the Course. Use the date fields to set a **Start Date,** an **End Date**, or both to control the time frame that Students can self-enroll. If no dates are selected, Student may continuously self-enroll. An **Access Code** can be used to verify the self-enrollment process.

Step 3: Click **Submit**.