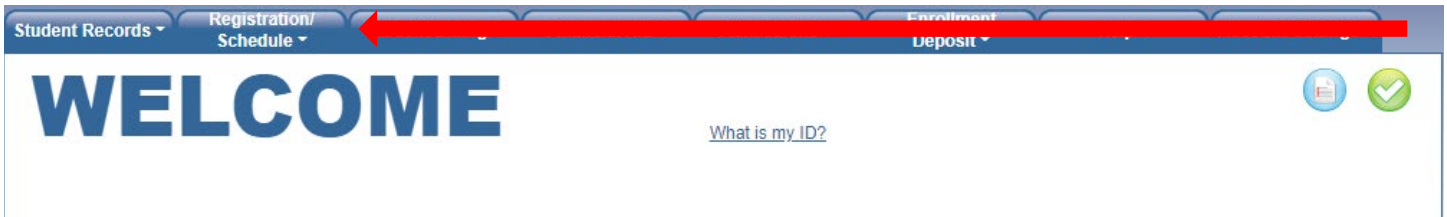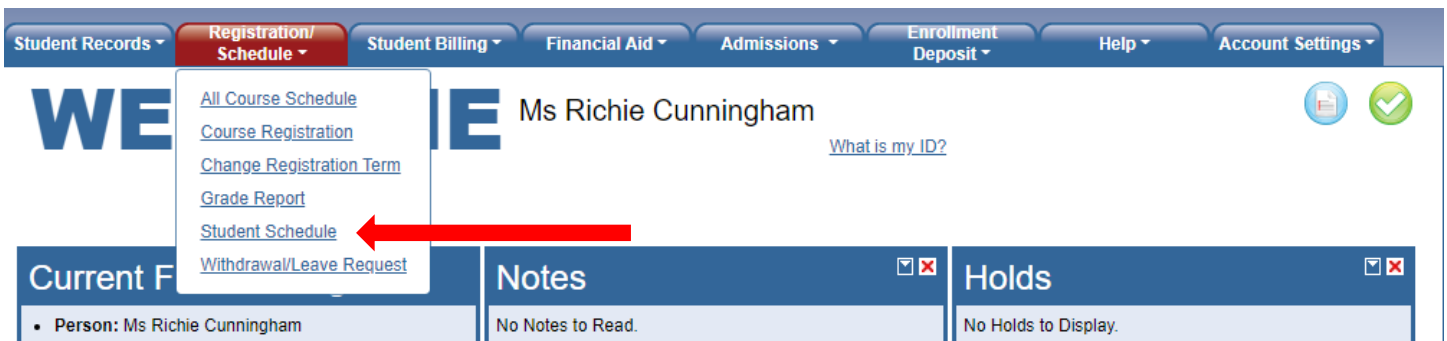Purpose: To view class schedule for a specific semester.

Process:
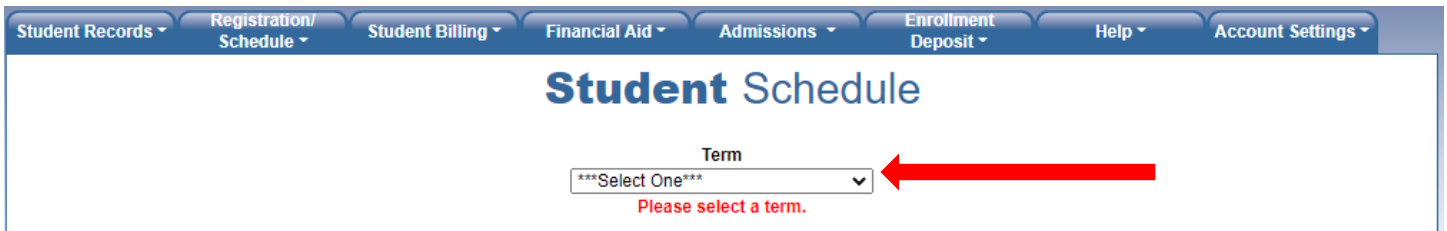
1) Log into your EmpowerMe account at www.mercycollege.edu/empower.
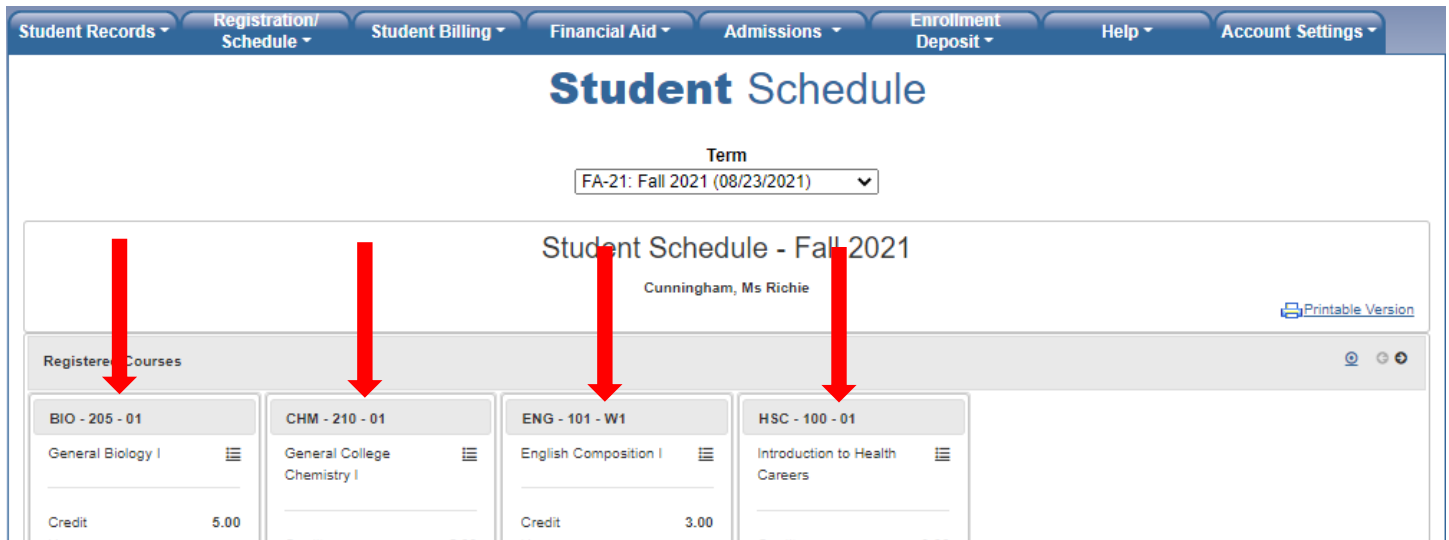2) Select the *Registration/Schedule* tab.

3) Select the *Student Schedule* link

4) In the Term drop down menu, select the specific term you would like to view.

5) The registered courses for the selected term will be below. Moving down each course column you will find course details including begin and end dates, instructors, credit hour amounts, and time and location details.

MercyCollege of Ohio
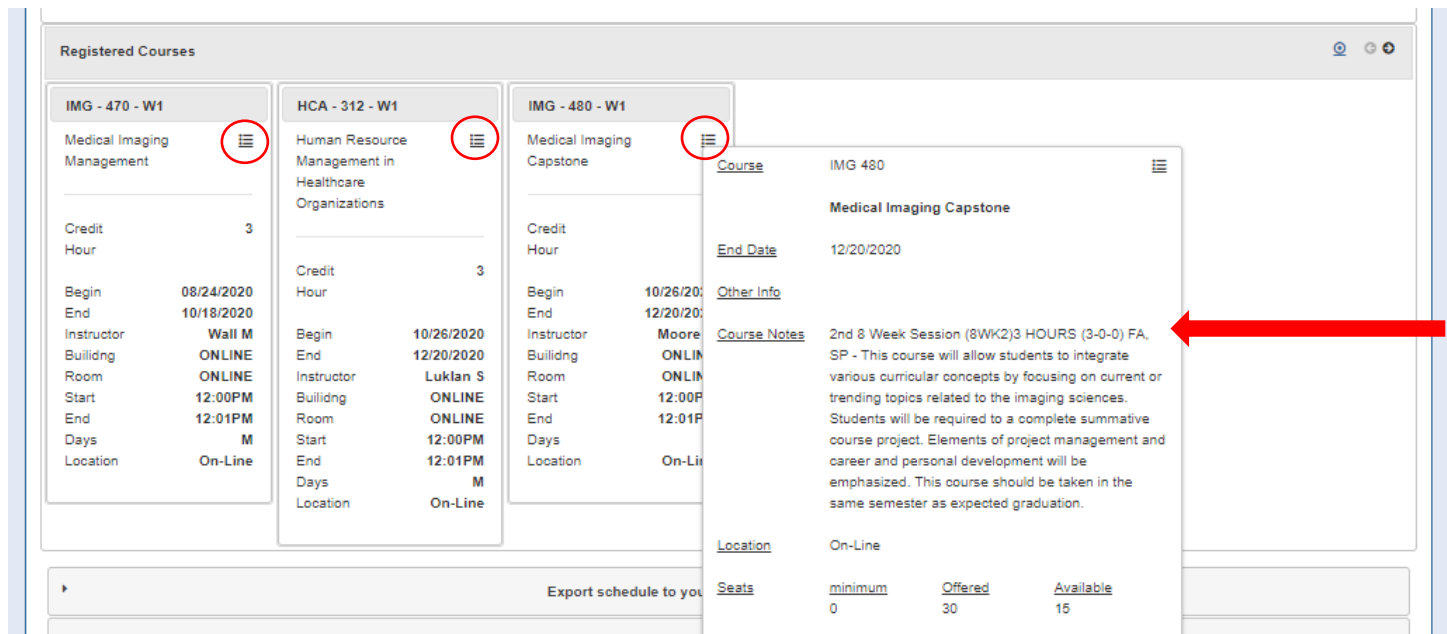

6) By selecting the detail button next to the course title, you can view course details such as a course description.

7) To print your schedule, select *Printable Version.* To export your schedule to your phone or outlook calendar select *Export Schedule.*

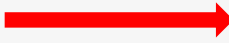For questions please contact the Office of Student Records by emailing registrar@mercycollege.edu.