

Instructions on Printing “My Course History” on Peoplesoft

1. Log into MYSJSU Account ([Link](#))
2. On the home page, find the Academics: Record section

The screenshot shows the SJSU Student Center interface. The left sidebar contains a navigation menu with the following items: Student Center, View My Messages, Holds, To Do List, Make a Payment, Academics: Enrollment, Academics: Records (highlighted with a red box), Finances, Admissions, Personal Information, Alert-SJSU, Other Items, and Logout. The main content area displays the 'Academics' section with a 'Spring 2024 Schedule' table. The table has two columns: 'CLASS' and 'SCHEDULE'. The rows are:

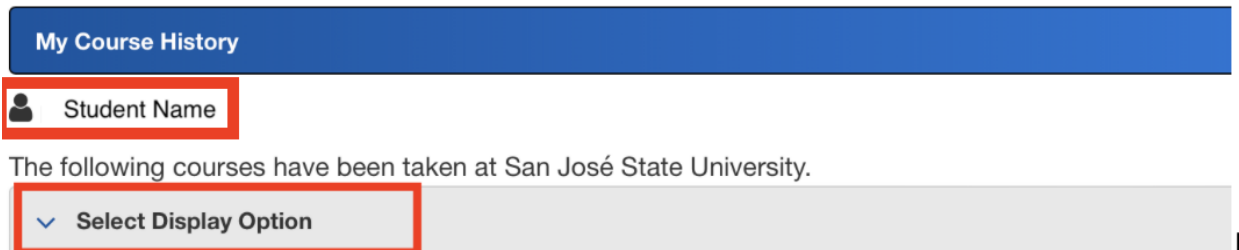
CLASS	SCHEDULE
CCS 10B-10 LEC (28295)	TuTh 12:00PM - 1:15PM Dudley Moorhead Hall 150
CS 22A-02 LEC (22463)	MoWe 4:30PM - 5:45PM Sweeney Hall 435
ENVS 10-02 LEC (27152)	MoWe 1:30PM - 2:45PM Dudley Moorhead Hall 164

Below the table is an 'Enrollment Shopping Cart' button. To the right of the table is a search and navigation menu with options: Search, Plan, Enroll, My Academics, Enroll in CSU Fully Online, MyProgress, Order Official Transcript, MyPlanner, and MyScheduler. The right sidebar contains 'Enrollment Appointment' and 'General Information' sections.

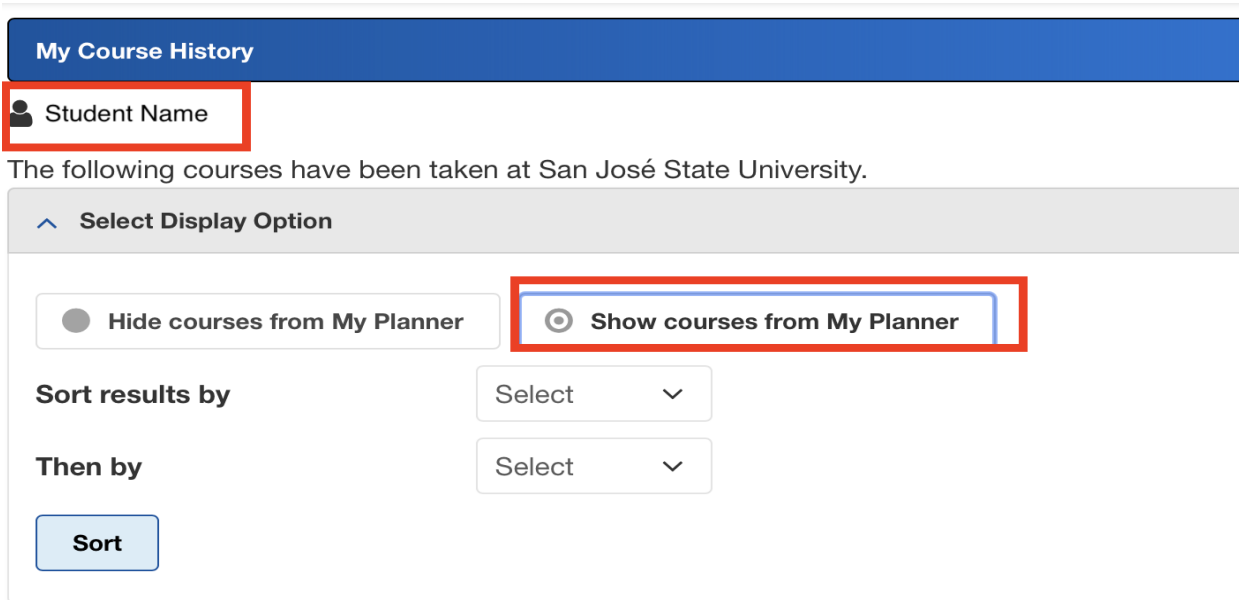
3. Select the Academic Records drop-down menu and click on "My Course History"

The screenshot shows the SJSU Student Center interface with the 'Academics: Records' menu expanded. The expanded menu items are: MyProgress, MyPlanner, MyDegree Tracker, My Course History (highlighted with a red box), View What-if Report, View My Grades, View Unofficial Transcript, View Transfer Credit Report, and View PDC Unofficial Transcript. The main content area remains the same as in the previous screenshot, showing the 'Spring 2024 Schedule' table and the 'Enrollment Shopping Cart' button. The right sidebar also remains the same.

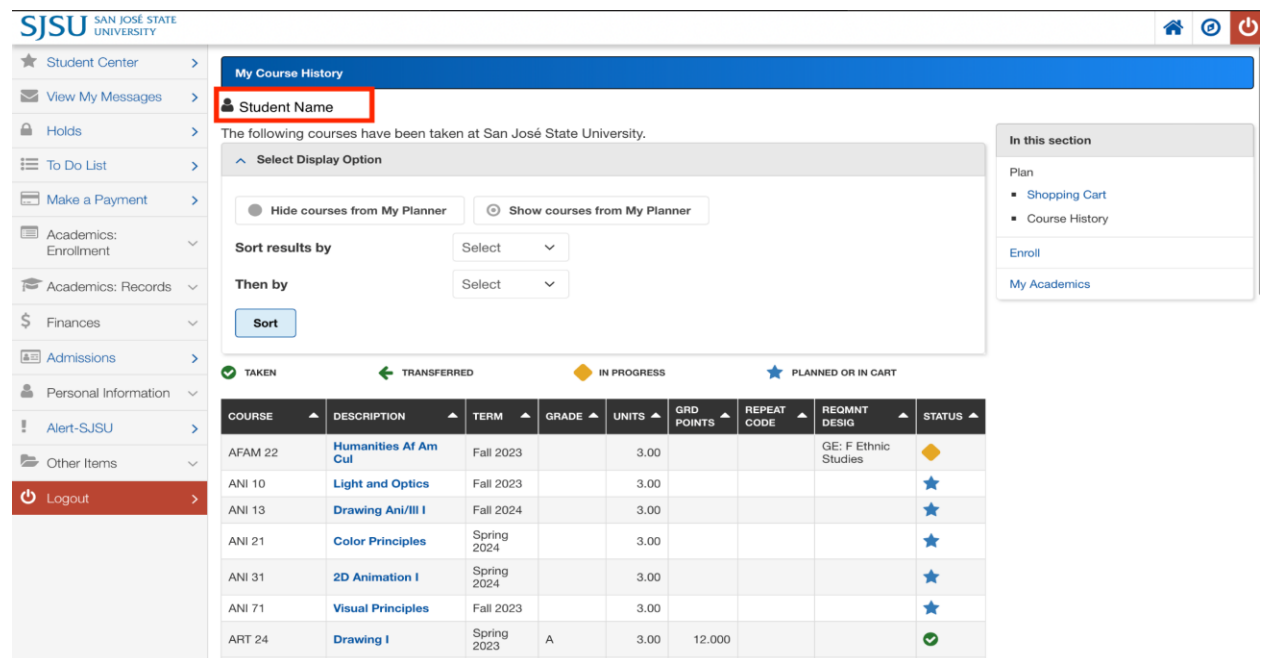
4. Click on “Select Display Options”



5. Under the Select Display Option choose “Show courses from My Planner”



6. You will see the screenshot below



7. Save as PDF including all courses and student name at the top.