

How to Search for OER and Low-Cost Classes in ctcLink

This guide will show you how to do search for classes that use OER or low-cost materials in ctcLink.



What are OER and Low-Cost Classes?

Some classes at our college use Open Educational Resources (OER) or Low-Cost materials.

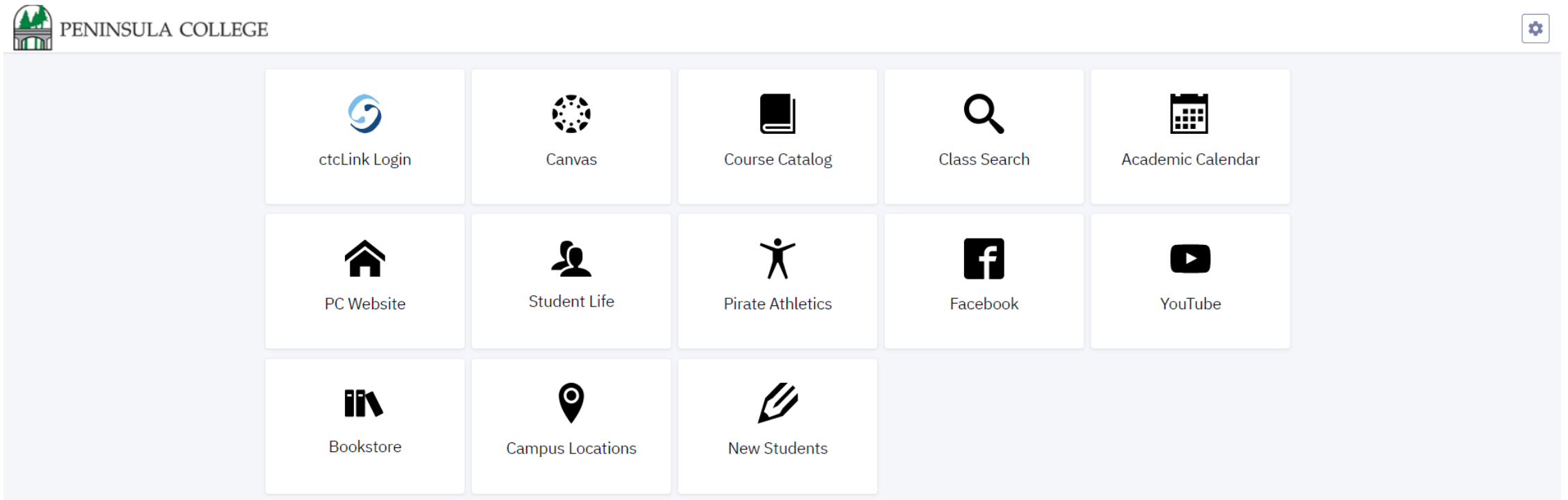
- OER classes use free online textbooks and learning tools that anyone can use, share or download.
- Low-Cost classes use required materials that cost \$50 or less (before tax).

These labels appear as course attributes when you search for classes in ctcLink.



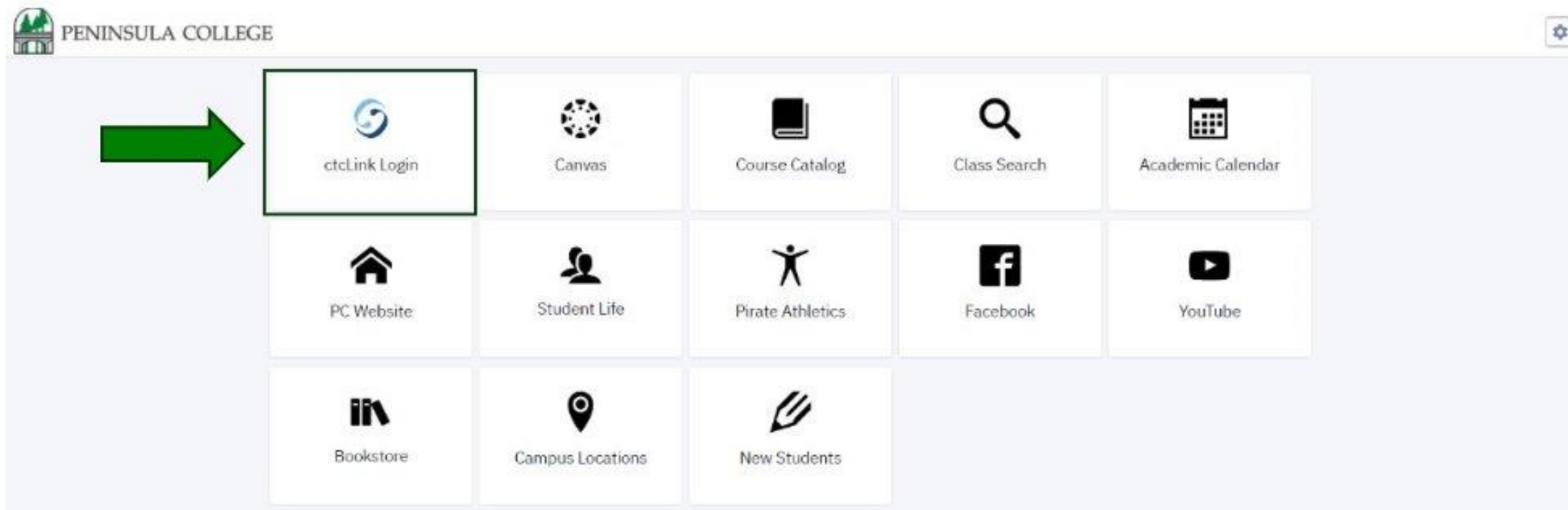
Proceed to ctcLink:

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.



**Washington State Community and
Technical Colleges**

ctcLink ID

Password

☐ Keep me signed in

Sign in

[Reset Password](#)

[Unlock Account](#)

[Help](#)

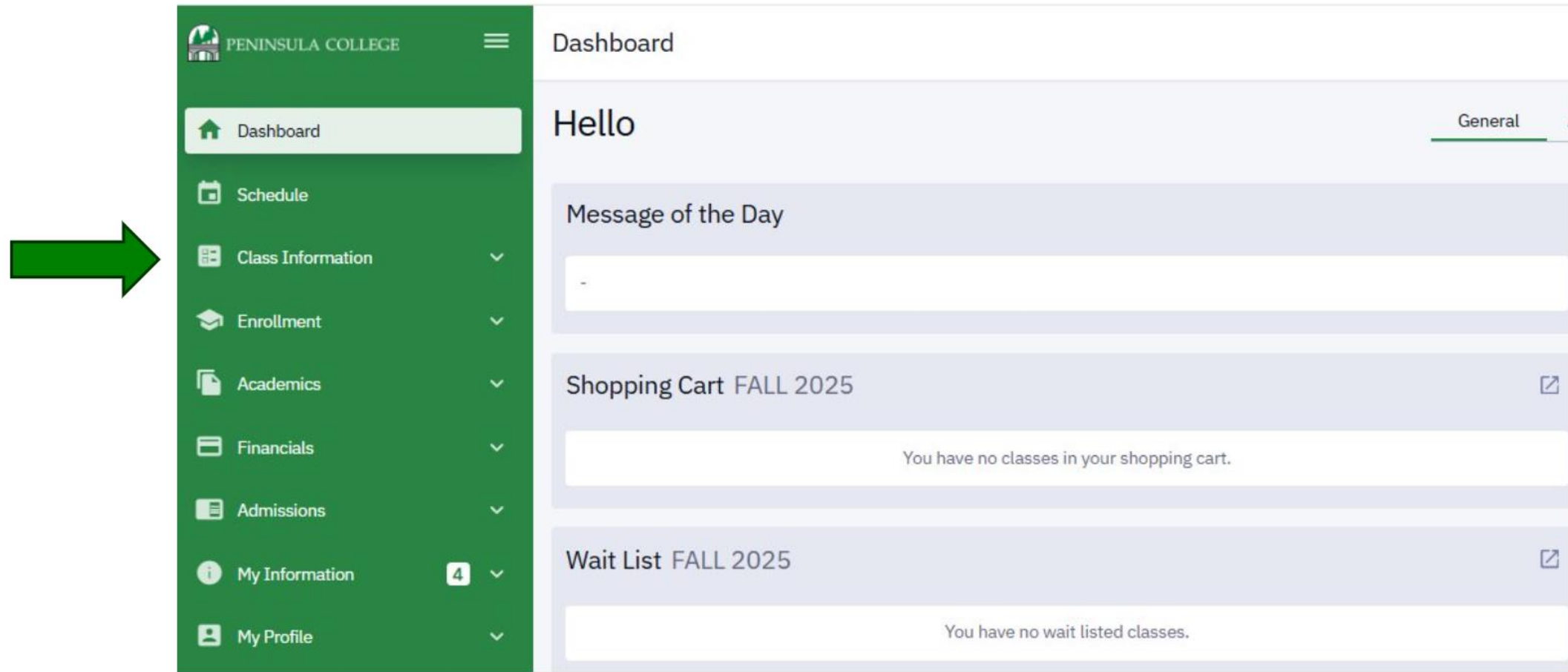
[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Open Class Information:

4. On the left, expand the **Class Information** menu.



The screenshot shows the Peninsula College dashboard interface. On the left is a green sidebar menu with the following items: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge showing '4'), and My Profile. A large green arrow points to the 'Class Information' menu item. The main content area on the right is titled 'Dashboard' and includes a 'Hello' greeting, a 'General' tab, a 'Message of the Day' section, a 'Shopping Cart FALL 2025' section with a message 'You have no classes in your shopping cart.', and a 'Wait List FALL 2025' section with a message 'You have no wait listed classes.'.



Class Search:

5. Select **Class Search**.

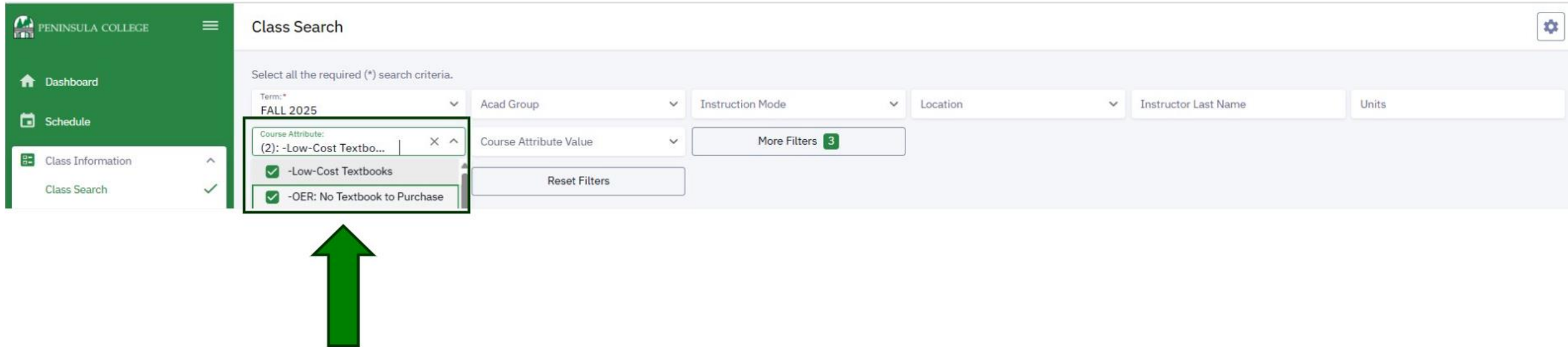


The screenshot displays the Peninsula College dashboard. The left sidebar, in green, features the college logo and a menu with the following items: Dashboard, Schedule, Class Information (which is expanded to show Class Search, Browse Classes, and Course Catalog), Enrollment, Academics, Financials, Admissions, and My Information. A large green arrow points to the 'Class Search' option. The main content area on the right is white and includes a 'Dashboard' header, a 'Hello' greeting, a 'Message of the Day' section, a 'Shopping Cart FALL 2025' section with a message 'You have no classes in your shopping cart.', and a 'Wait List FALL 2025' section with a message 'You have no wait listed classes.'.



Select Course Attribute:

6. Select the appropriate course attribute using the **Course Attribute** dropdown menu.

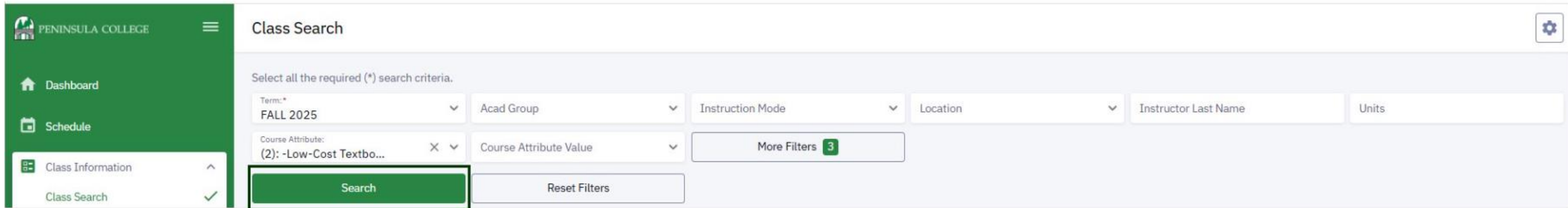


The screenshot shows the Peninsula College Class Search interface. On the left is a green sidebar with navigation links: Dashboard, Schedule, Class Information, and Class Search (which is highlighted with a checkmark). The main content area is titled "Class Search" and contains a form with the instruction "Select all the required (*) search criteria." The form includes several dropdown menus: Term (set to FALL 2025), Acad Group, Instruction Mode, Location, Instructor Last Name, and Units. A "Course Attribute" dropdown menu is open, showing two options: "-Low-Cost Textbooks" and "-OER: No Textbook to Purchase", both of which are checked with green checkmarks. A green arrow points upwards to this dropdown menu. Other elements in the form include a "Course Attribute Value" dropdown, a "More Filters" button with a green badge showing the number 3, and a "Reset Filters" button.



Search:

7. Click on the **Search** button.



The screenshot shows the Peninsula College Class Search interface. On the left is a green sidebar with the college logo and navigation links: Dashboard, Schedule, Class Information (expanded), and Class Search (checked). The main area is titled 'Class Search' and contains a form with the instruction 'Select all the required (*) search criteria.' The form includes several dropdown menus: 'Term:' set to 'FALL 2025', 'Acad Group', 'Instruction Mode', 'Location', 'Instructor Last Name', and 'Units'. There are also two 'Course Attribute' dropdowns, one of which is set to '(2): -Low-Cost Textbo...'. A 'More Filters' button with a green badge showing '3' is present. At the bottom of the form are two buttons: 'Search' (highlighted with a green box and a green arrow) and 'Reset Filters'. A settings gear icon is in the top right corner.



Review Search Results:

8. Your search results will appear. Click on a listed class section to expand the details.

PENINSULA COLLEGE

Dashboard

Schedule

Class Information

Class Search

Browse Classes

Course Catalog

Enrollment

Academics

Resources

Class Search

Select all the required (*) search criteria.

Term: *
FALL 2025

Acad Group

Instruction Mode

Location

Instructor Last Name

Units

Course Attribute
(2): -Low-Cost Textboo...

Course Attribute Value

More Filters 3

Search

Reset Filters

Survey of Anthropology | ANTH& 100

SECTION	INSTRUCTION MODE	DAYS	START	END	ROOM	INSTRUCTOR	DATES	UNITS	STATUS
> 1 - LEC (19911)	Online Asynchronous	Online	-	-	Online	Dann May	09/22 - 12/10	5	5/30



Review Search Results (continued):

PENINSULA COLLEGE

Dashboard

Schedule

Class Information

Class Search

Browse Classes

Course Catalog

Enrollment

Academics

Financials

Admissions

My Information

My Profile

Public Links

Full Site

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SECTION	INSTRUCTION MODE	DAYS	START	END	ROOM	INSTRUCTOR	DATES	UNITS	STATUS
1 - LEC (19911)	Online Asynchronous	Online	-	-	Online	Dann May	09/22 - 12/10	5	5/30

INFORMATION

Class Number: 19911

Career: Undergraduate

Session: Regular Academic Session

Units: 5 units

Grading: Graded

Description: Introduction for nonmajors to study of humans as biological and cultural beings. Includes surveys of archaeology and physical, cultural, and linguistic anthropology to examine human biological and cultural evolution, culture, and cultural systems. This class may include students from multiple sections. (Social Sciences, Elective)

Enrollment Requirements: Eligibility for or completion of ENGL& 101

Class Attributes: Academic Elective
Meets Social Sciences Distribution Requirement
Low-Cost Textbooks (Less than \$50)

Class Notes: This class has no scheduled meeting time. It will be conducted online through Canvas, requiring students to have reliable and daily access to a computer and internet service. Specific expectations regarding coursework and deadlines will be communicated by the faculty.

Fee provides First Day Digital Access to required course materials (\$48.06 plus tax, total = \$52.34). No additional materials are required to purchase. More information will be sent to your ctcLink "preferred email", or your pencoLedu email account following enrollment.

TEXTBOOKS/COURSE MATERIALS

Special Instructions: Go to <https://bookaneer.pencoLedu> for class textbook information. The required instructional materials cost \$50 or less; there may be additional mandatory equipment/supplies to purchase.

DETAILS

Instructor: Dann May

Dates: 09/22/2025 - 12/10/2025

Meets: Online

Instruction Mode: Online Asynchronous

Room: Online

Location: PORT ANGELES - MAIN CAMPUS

Components: Lecture Required

AVAILABILITY

Status: Open

Seats Open: 5/30

Wait List Open: 30/30

Bookstore



Success:

9. Done! You have searched for low-cost and OER classes.



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

