How to Create a MyExtension Account and Enroll in Courses

MyExtension accounts are required to enroll in UC San Diego Division of Extended Studies courses. If you do not have one already, click here to create an account. If you require assistance, please contact our Student Services office at (858) 534-3400 or by email at unex-reg@ucsd.edu.

How to Enroll
1. Visit our website: http://extension.ucsd.edu/
2. Click on the Shopping Cart symbol in the top right-hand corner of the home page
3. Enter the specific Section ID for your course (177126) and click ‘Add’ button
4. Select your grading option
5. Click the box to confirm that you have read the ‘UC San Diego Division of Extended Studies Terms & Conditions and Student Conduct Policies’ and click ‘Checkout’
6. You will be prompted to log in to your account
   (If you forgot your password, select forgot password and a new temporary password will be sent to you)
7. Once logged in, continue following the steps to receive your confirmation email.
8. If you wish to purchase credit for this course, you will need to repeat this process with the following Section ID 177127

You will be able to view your courses in MyExtension within 24 business hours after submitting your enrollment.

Please read the UC San Diego Division of Extended Studies Registration Policies and Procedures here.

How to Order Transcripts
Upon completion of the course and grades posted, you can order your transcript online. We are proud to partner with Parchment to offer you a secure way to order your transcript. It’s quick, easy to use, and available 24/7.

Click here to order your transcript.

If you’ve never ordered transcripts through Parchment before, you will need to register for a
Parchment account. Just follow the link above and then click "create account". Please note: if you have created an account with us prior to 10/27/2022, due to a system upgrade, you will need to create a new account.

If you require assistance with your MyExtension account or enrolling, please contact our Student Services office at (858) 534-3400 or by email at unex-reg@ucsd.edu.