1. Visit www.lssc.edu and click the “LOIS” button

2. Log in to LOIS using your X-ID and PIN number

Welcome to LOIS! Register for Classes, verify your Student Email address, view your Class Schedule, verify Financial Aid Status, and Account Balances.

LOIS will be unavailable between 9:00pm and 10:30pm this evening.

Need Help with your User ID or PIN?
For assistance in determining your User ID and PIN or for instructions on how to Reset your PIN, please view the LOIS PIN Look Up Video or consult the Student ID and PIN Information page. For assistance with adding or dropping classes in LOIS, please consult our current Course Registration Guide available at Academic Advising Services.

Please use a capital "X" when inputting your XID

User ID:  
PIN:  
Login  Forgot PIN?

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3. Click the “Employee” tab
4. Click the “Faculty Load and Compensation” link

5. Click the “Compensation and Acknowledgement” link

6. Choose the current term and click “Go”
7. Check the “Faculty Acknowledgement” box to acknowledge each course you are assigned. (You will only be paid for courses that have been acknowledged)

Then, click the “Acknowledge Selected Positions” button at the bottom of the screen. *Please keep in mind that courses are subject to change based on enrollment*

Compensation and Acknowledgement

8. You will see this screen confirming that your acknowledgement was saved successfully