

HOW TO REGISTER ONLINE

You will find courses offered listed by location and types of classes in this guide beginning on page 24. For the definitions of types of classes offered (ex. Hybrid, Online) see page 5.

This guide provides course subject prefix, course number and name, class attributes and number of units. With this information you will be able to search for a class by visiting our online class schedule.

Follow the instructions below to admit yourself to the college (if needed), search the online class schedule and register for your classes.

1. Navigate to <http://my.maricopa.edu>
2. Do you have your Maricopa Enterprise ID (MEID) and password?
 - 2a. **Yes**, I have my MEID number and password. Click **login**.
 - 2b. **No**, I do not have my MEID number. Click **First Time Users Start Here**. The system will walk you through the process of getting your MEID. When you have your MEID and password return to this page and click **login**.

YES, I HAVE MY MEID

NO, I DO NOT HAVE MY MEID

3. Are you admitted to Mesa Community College (MCC)?
 - 3a. **Yes, I am admitted to MCC.** (Mesa Community College will show in the white box under College.) Click **Add a Class**.

YES, I'M ADMITTED TO MCC

- 3b. **No, I am not admitted to MCC.** Click **MCCCD Admissions**.

From the drop options next to each question select:
 "Mesa Community College"
 "Degrees and Certificate Programs"
 The term you plan to attend

Select the **Click here to begin new enrollment process...** link. The system will walk you through the admittance process.

NO, I'M NOT ADMITTED TO MCC

4. Add a class. Click **Search** for a class.

5. Enter the three-character course subject prefix (e.g., ACC, BIO, ENG) in the course subject and the course number (e.g., 101 or 100AB). Click **Search**.

6. Click **Select Class** button to add class.

7. Review your selection to make sure the class location and type of class are what you want. Click **Next**.
8. Click **Proceed to Step 2 of 3** to confirm or add additional classes.

9. Click **Finish Enrolling** to enroll in the class(es).

VIEW CLASSES WITHOUT LOGGING INTO MY.MARICOPA.EDU

To view classes without being admitted to Mesa Community College:

- Navigate to <http://my.maricopa.edu>
- Click **Find a Class** in the blue navigation bar