How to Register for Classes

1 Go to My.Maricopa.edu
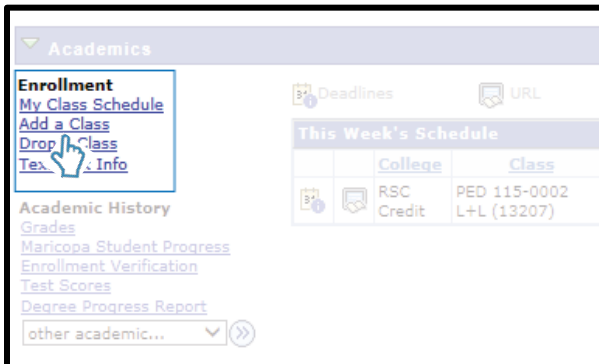
My.maricopa.edu

2 Click on the icon "Student Center"

Student Center Find a Class Add a Class

Google Tools Canvas Rio Learn
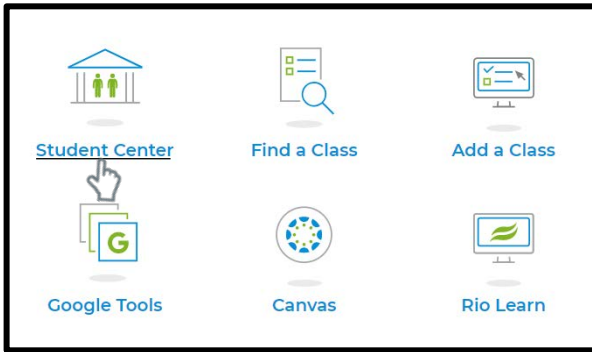
3 Log in by typing in your MEID and Password, Click the button "Sign In"

MEID

Password

Sign In

☐ Enable Accessibility Mode

Forgot your MEID?

Forgot your password?

4 Click on "Add a Class"

▼ Academics

Enrollment
My Class Schedule
Add a Class
Drop a Class
Text. Info

Academic History
Grades
Maricopa Student Progress
Enrollment Verification
Test Scores
Degree Progress Report

other academic... ⌄ »

This Week's Schedule

	College	Class
	RSC Credit	PED 115-0002 L+L (13207)

5 Select the semester you want to register for, and click "Continue"

Add Classes 1-2-3

Select Term

Select a term then select Continue.

	Term	Career	Institution
○	Spring 2017	Credit	Estrella Mountain Comm College
○	Summer 2017	Credit	Estrella Mountain Comm College
○	Fall 2017	Credit	Estrella Mountain Comm College

CONTINUE

6 Use "Search" button to search for classes.

*If you already know the 5-digit class section number enter it in the **Enter Class Nbr** field, then click the "Enter" button. (Skip step 7 & 8)

Add Classes 1-2-3

1. Select classes to add

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Spring 2017 | Credit | Estrella Mountain Comm College change term

● Open ☐ Closed ⚠ Wait List

Add to Cart * Spring 2017 Shopping Cart

Enter Class Nbr
[____] enter Your enrollment shopping cart is empty.

Find Classes
● Search for Classes
○ My Requirements
○ My Planner

search

7 Type in the prefix (Ex. ENG, MAT, ESL) If you do not know the prefix, click the button "Select Subject" to view prefixes.

*If you know the 3 digit class number, type it next to the box "is exactly"
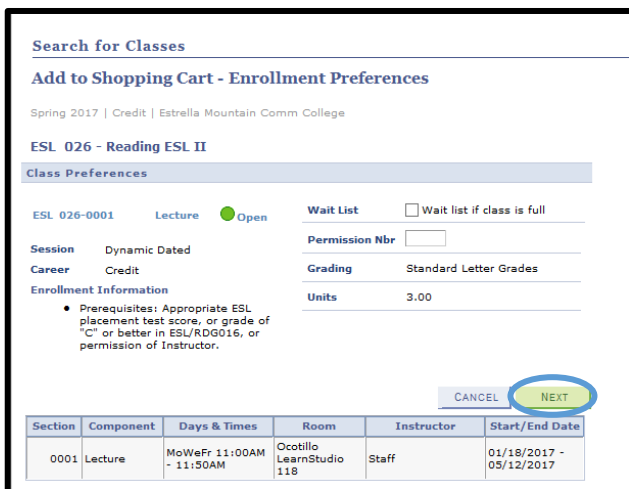
Click the button "Search"

Add Classes 1-2-3

Enter Search Criteria

Search for Classes

Rio Salado College | (4176) Fall 2017

Select at least 2 search criteria. Select Search to view your search results.

▽ Class Search

Subject select subject [____]

Course Number is exactly ⌄ [____] *

☑ Show Open Classes Only
☐ Open Entry/Exit Classes Only

▷ Search by Day, Time, Instructor or Instruction Mode
▷ Search by General Education Value or Honors
▷ Search by Keyword or Credits

Return to Add Classes CLEAR SEARCH

(8) Review course name, Days & Times, and Meeting Dates to verify it is the correct class you'd like to add. Click on the button "Select"
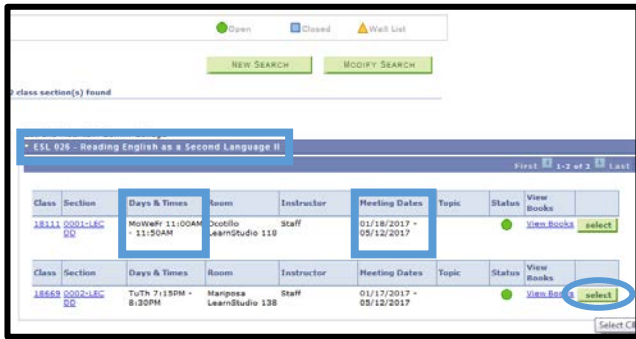

(9) Review the course information one more time. Click "next" to add class to *shopping cart**

*Adding a class to your shopping cart DOES NOT enroll you in the class

(10) If you would like to add another class to your shopping cart, click "Search" and repeat steps 6-9.

*If you already know the 5-digit class section number enter it in the Enter Class Nbr field, click the "Enter" button (go to step 9)
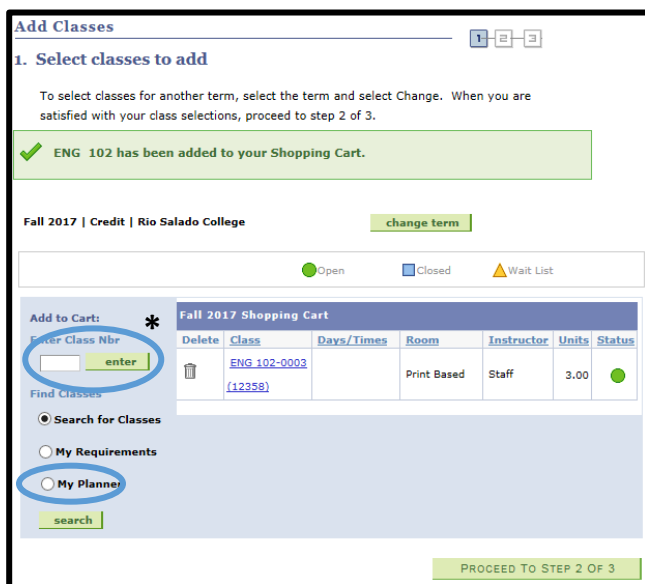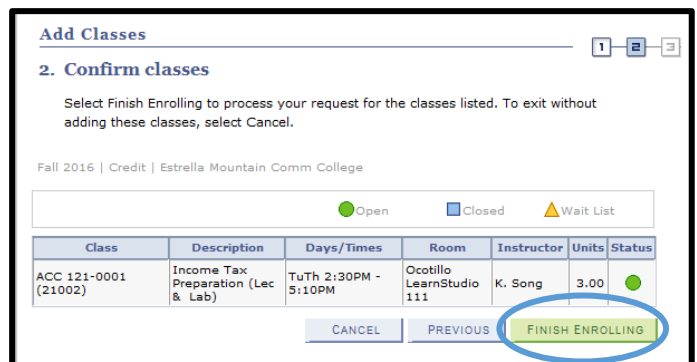

(11) When done adding classes to the shopping cart, Review your classes and click "Proceed To Step 2 of 3"
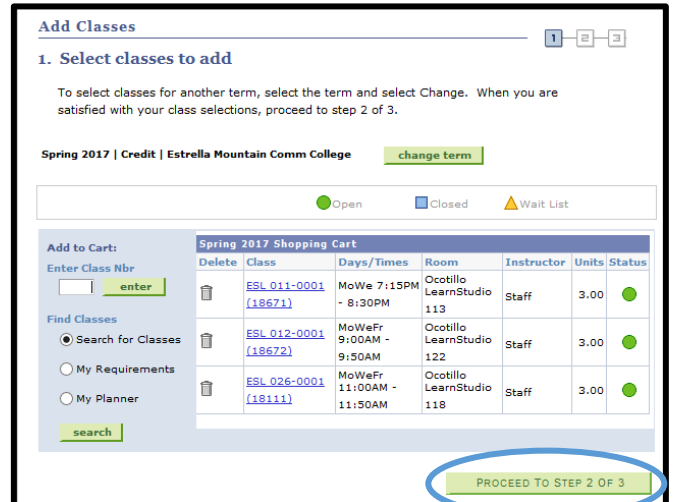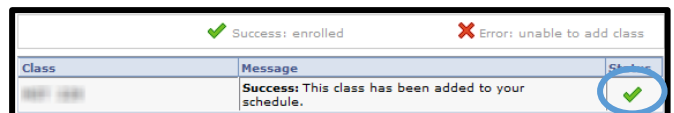

(12) Confirm your classes, select "Finish Enrolling"

(13) Verify you were registered in all of the classes you selected. Green check marks mean you were successfully enrolled.

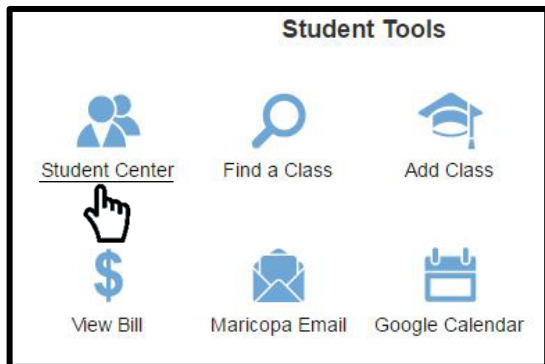- It is important to review you class schedule and know drop and withdrawal deadlines.

- Review you textbook information.
- Also review you "Account Inquiry" for tuition deadlines.

Como Registrarse en Clases

1   **Ir a My.Maricopa.edu**
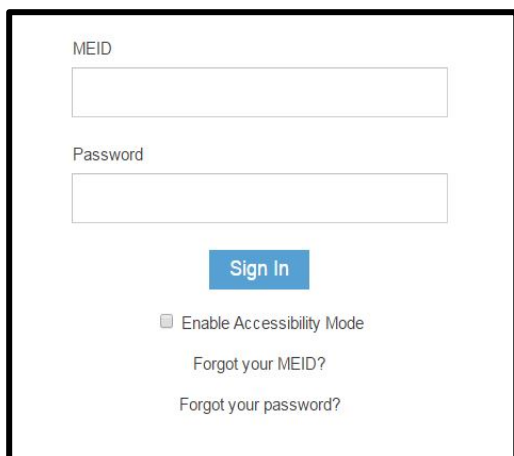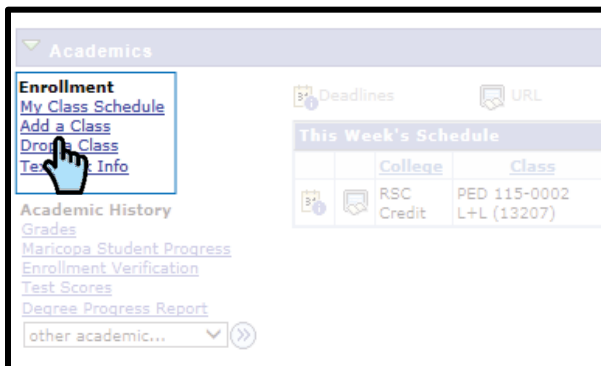
My.maricopa.edu

2   **Haga clic en el icono "Student Center"**

Student Tools

Student Center   Find a Class   Add Class

View Bill   Maricopa Email   Google Calendar

3   **Ingrese a su cuenta usando su MEID y contraseña, Haga clic en el botón "Sign In"**

MEID

Password

Sign In

☐ Enable Accessibility Mode

Forgot your MEID?

Forgot your password?

4   **Haga clic en "Add a Class"**

▼ Academics

Enrollment
My Class Schedule
Add a Class
Drop a Class
Test... Info

📅 Deadlines   🔗 URL

This Week's Schedule

	College	Class
📅 🔲	RSC Credit	PED 115-0002 L+L (13207)

Academic History
Grades
Maricopa Student Progress
Enrollment Verification
Test Scores
Degree Progress Report

other academic... ⌄ »

El distrito de Los Colegios Comunitarios de Maricopa (cuyas siglas en inglés son MCCCD) es una institución EEO/AA y un empleador con igualdad de oportunidades para veteranos protegidos y personas con discapacidades. Todos los solicitantes calificados recibirán consideración para empleo sin considerar raza, color, religión, sexo, orientación sexual, identidad de género, u origen nacional. La falta de destrezas del idioma inglés no es un impedimento para admisión y participación en programas de educación Técnica del distrito.

El distrito de Los Colegios Comunitarios de Maricopa no discriminan con base a raza, color, origen nacional, sexo, discapacidad o edad en sus programas o actividades. Sí tiene preguntas sobre título IX/504, llama al siguiente número para comunicarse con el coordinador designado: (480) 731-8499. Para obtener información adicional, así como una lista de todos los coordinadores dentro del sistema de Colegios Comunitarios de Maricopa, visite: http://www.maricopa.edu/non-discrimination.

5   **Seleccioné el semestre en el cual se quiere registrar, y haga clic en "Continue"**

Add Classes   1-2-3

Select Term

Select a term then select Continue.

	Term	Career	Institution
○	Spring 2017	Credit	Estrella Mountain Comm College
○	Summer 2017	Credit	Estrella Mountain Comm College
○	Fall 2017	Credit	Estrella Mountain Comm College

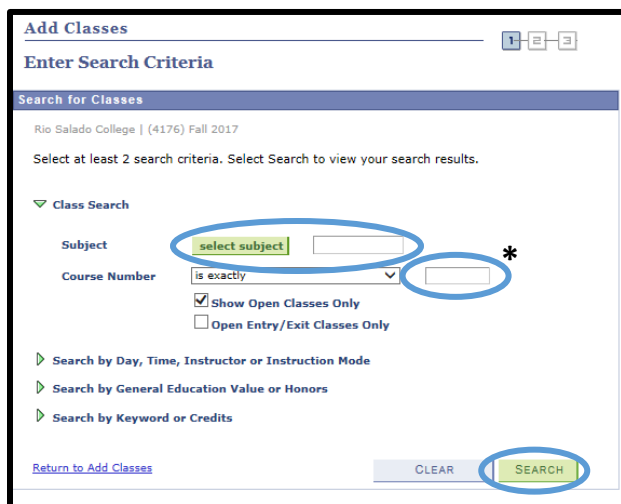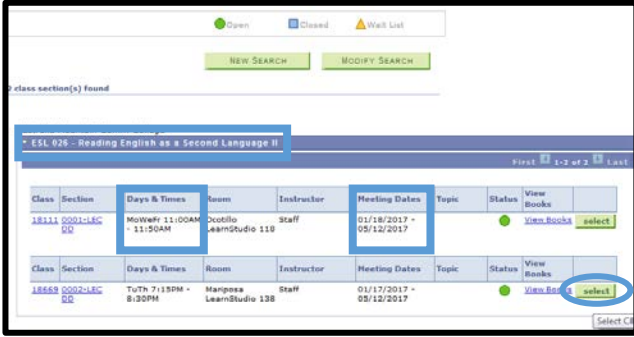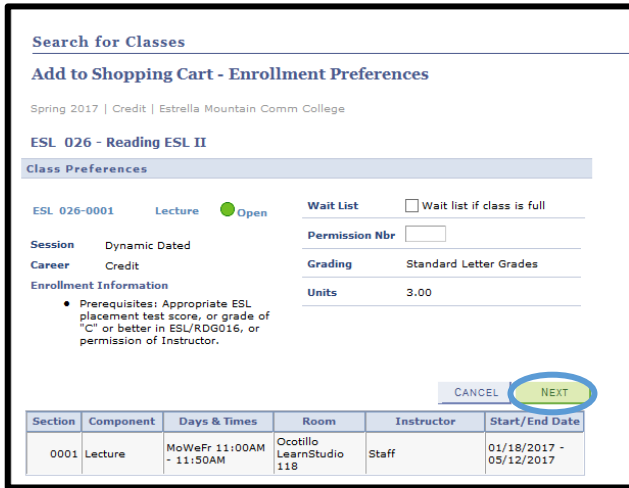CONTINUE

6   **Use el botón "Search" para buscar clases.**

*Si ya sabe los 5 dígitos de la sección, tecle lo en la caja <u>Enter Class Nbr</u>, luego haga clic en el botón "Enter" (Saltar pasos 7 & 8)

Add Classes   1-2-3

1. Select classes to add

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Spring 2017 | Credit | Estrella Mountain Comm College   change term

🟢 Open   🔲 Closed   ⚠ Wait List

Add to C... *

Enter Class Nbr   enter

Spring 2017 Shopping Cart

Your enrollment shopping cart is empty.

Find Classes
◉ Search for Classes
○ My Requirements
○ My Planner

search

7   **Tecle el prefijo (Ej. ESL, MAT, ENG) Si no sabe el prefijo, haga clic en el botón "Select Subject" para ver lista de prefijos.**

*Si sabe los 3 dígitos del número de clase, tecle lo junto a la caja "is exactly"

Haga clic en el botón "Search"

Add Classes   1-2-3

Enter Search Criteria

Search for Classes

Rio Salado College | (4176) Fall 2017

Select at least 2 search criteria. Select Search to view your search results.

▽ Class Search

Subject   select subject [____]

Course Number   is exactly ⌄ [____] *

☑ Show Open Classes Only
☐ Open Entry/Exit Classes Only

▷ Search by Day, Time, Instructor or Instruction Mode
▷ Search by General Education Value or Honors
▷ Search by Keyword or Credits

Return to Add Classes   CLEAR   SEARCH

8 Revise el nombre del curso, Dias & Horas, y Fechas de reunión para verificar que es la clase que quiere registrar. Haga clic en el botón "Select"
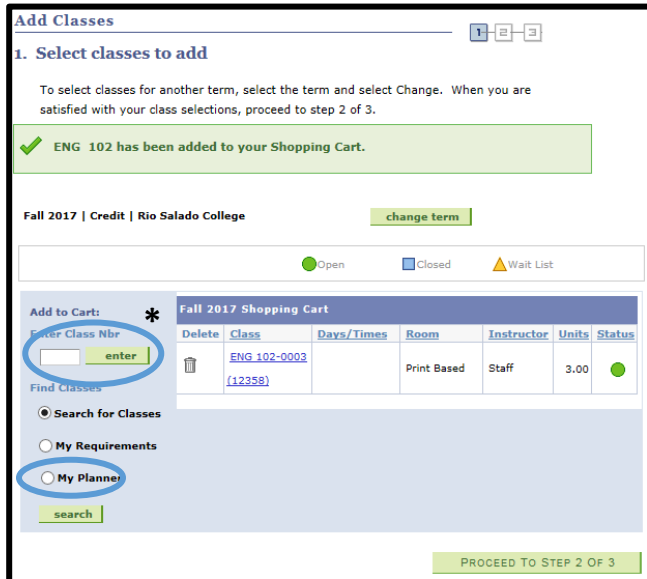

9 Revise la información del curso una vez mas. Haga clic "next" para agregar el curso a la *carreta**
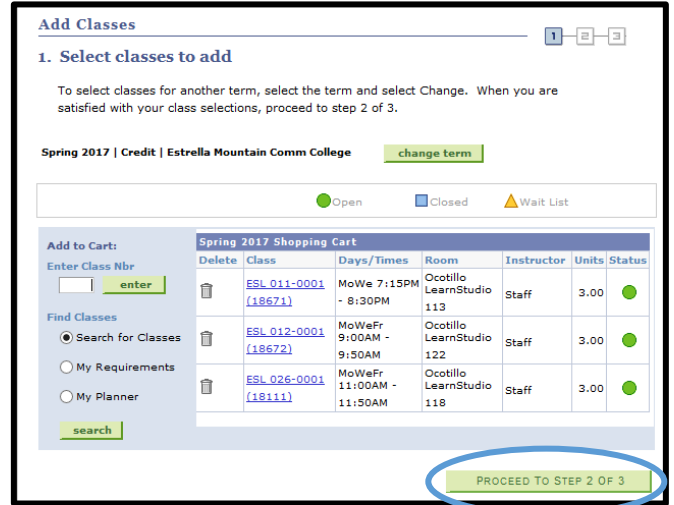*Agregar una clase a su carreta NO la/o registra en la clase

10 Si le gustaría agregar otra clase a su carreta, haga clic "Search" y repita pasos 6-9.

* Si ya sabe los 5 dígitos de la sección, tecle lo en la caja Enter Class Nbr, luego haga clic en el botón "Enter" (vaya la paso 9)
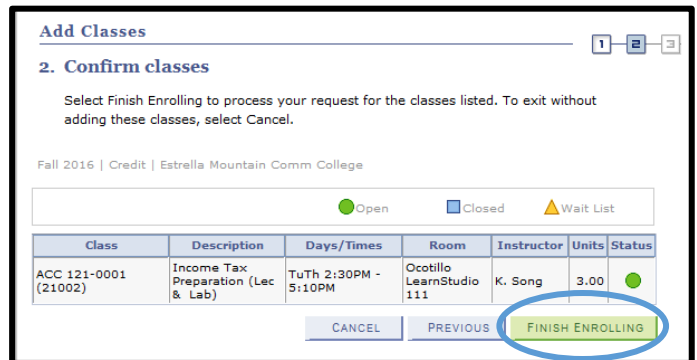

11 Cuando termine de agregar clases a su carreta, Revise sus clases y haga clic "Proceed To Step 2 of 3"
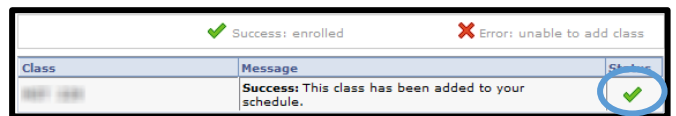

12 Confirme sus clases, haga clic el botón "Finish Enrolling"

13 Verifique que fue registrada/o en todas las clases que selecciono. Una marca de verificación verde significa que fue registrada/o exitosamente.

- Es importante revisar su horario y saber las fechas de plazo para dar de baja o retirarse del curso.

- Revise la informacion de los libros.
- Tambien revise "Account Inquiry" para costo de matriculación y la fecha de plazo.