



NEW STUDENT REGISTRATION STEPS

_____ 1. Set up your MEID and Student ID Number at my.maricopa.edu.

The MEID is your username for online services and the student ID is used for in-person services. Go to my.maricopa.edu and click “First-time Users Start Here”. No web access? Skip to the next step and we will help you get your MEID and Student ID number later. If you have a problem call the Helpdesk at 1-888-994-4433. Write down your MEID _____ and Student ID# _____

_____ 2. Get admitted to Scottsdale Community College. Log in at my.maricopa.edu and click “MCCD Admissions” to complete admissions online or you can complete a Student Information Form and submit it to Admissions and Records. A photo ID is required for in-person transactions. Admissions and Records, room SS-136, 480-423-6100.

_____ 3. Take the placement tests for English, reading and math. New students must take all three tests before registering. Study guides and sample questions are on-line at www.scottsdalecc.edu/testingcenter. Photo ID is required for all testing. Testing Center, room LB-165, 480-423-6433

_____ 4. Get advised. New college students must attend College Kickoff to get advised and register. See the reverse side for College Kickoff times. Transfer students should meet with an Academic Advisor in the Advisement Center and must bring unofficial copies of all college transcripts. Appointments available, walk-ins welcome. The Advisement Center is in the Student Center Building (SC-118), 480-423-6539

_____ 5. Register for courses. Log in to my.maricopa.edu and click “Add a Class” or complete the registration form and submit it to the Admissions and Records Office. Be sure to note the payment and refund deadlines.

_____ 6. Activate your Maricopa email account and Google Apps. Navigate to google.maricopa.edu and log in with your MEID and password. Your Maricopa email address will be *yourMEID@maricopa.edu*. This will be the only email address we use for official correspondence.

_____ 7. Apply for financial aid and scholarships. Some aid is limited, so apply early. Financial Aid, room SC-152, 480-423-6549.

_____ 8. Pay tuition and fees. Payment plans are available. Pay online at my.maricopa.edu or at the Cashier’s Office, room SS-138, 480-423-6148.

_____ 9. Get your free SCC student photo ID. Stop by the Student Life and Leadership Office in the cafeteria with a copy of your class schedule and another photo ID. Room SC-185, 480-423-6538.

_____ 10. Purchase or rent books. Books are marked on the shelves by the class number at the SCC bookstore. Purchase or rent early for the best selection of used books. Bookstore, room SC-104, 480-423-6554, <http://www.scottsdale.bkstr.com>.

_____ 11. Attend the New Student Orientation. It’s free and informative. Register in advance to reserve your seat. Orientation times are listed in the class schedule. Student Life and Leadership, room SC-185, 480-423-6538.