



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

_____ 7. 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.

_____ 8. Purchase books. Books are marked on the shelves by the class number at the SCC bookstore. Purchase early for the best selection of used books. Bookstore, room SC-104, 480-423-6554, <http://www.scottsdale.bkstr.com>.

_____ 9. 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.

_____ 10. Visit campus before class starts to find your classrooms and where you should park. It’s very hectic on the first few days of classes.

_____ 11. Use the college services to be successful. If you need help, ASK! See the schedule, catalog or our web site.

_____ 12. Know the deadlines. The deadlines for registration, fee payment and dropping a course are in the class schedule or on my.maricopa.edu. Check these dates so that you are not caught by surprise.

College Kickoff for New Students

At College Kickoff you will learn how to **choose courses** that fit your goal, how to **register** and **how to be successful in college**. Academic Advisors will be your coach as you gear up for your first semester. Students who have never attended college and have completed placement testing in English, reading and mathematics must attend College Kickoff to register for fall semester 2009. You will make your course selections and register at College Kickoff.

- **Arrive at least 10 minutes before a session starts** to sign in and get your registration materials. No appointment is needed (except for evening sessions). Expect to be in the session up to two hours.
- **Bring a photo ID**
- **Set up your MEID** (username) and password at **my.maricopa.edu** before you go to College Kickoff. Call 1-888-994-4433 if you need help setting up your my.maricopa.edu account or stop by the computer lab in room SS123.
- **Bring your MEID and password** to register at College Kickoff

College Kickoff Schedule:

April 8 to May 14

1:00 PM on Wednesdays in room CM448
4:00 PM on Thursdays in room CM448

All of the following times are in room LB103N (Library Building, northwest corner)

May 20 to May 28

1:00 PM on Wednesdays
4:00 PM on Thursdays

June 1 to July 23

2:00 PM and 4:00 PM Monday - Thursday

July 27 to August 20

12:00 PM, 2:00 PM and 4:00 PM Monday - Thursday

August 14 and 21

1:00 PM Friday

Special 6:00 PM evening sessions by **reservation only** on July 23 and August 6. Call 480-423-6539 for details. Space is limited.



Scottsdale Community College Advisement Center – 480-423-6539
9000 E. Chaparral Rd. Scottsdale, AZ 85256-2626

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