

MDCConnect Student Self Service & Enrollment

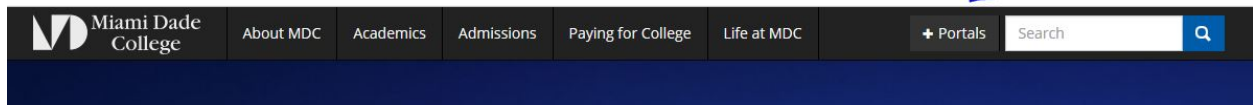
The Fall Term is scheduled to begin on August 22, 2016. Let's prepare you by showing you a preview of our new Student Center Portal and providing you with step-by-step instructions in how to self-enroll in your Virtual College classes.

Consider the following tips first:

- All students will receive a new 10-digit student ID number. Only new Fall Term students will receive a new MDC ID card. Continuing students will not need one.
- An enrollment date has been sent to you via email. You may also see your enrollment date in the new Student Center page. Please do not try to register before that specified date since you will not have access.
- Clear any holds and pay financial obligations before you attempt to register for your courses. Your registration will not process if you have holds or owe funds to the College.
- Consider a [Nelnet Payment Plan](#) for uncovered expenses.

How to Self-Enroll:

- First go to the Student Portal by visiting the MDC's homepage at www.mdc.edu and click on the Portal link at the top, right corner



- Click on the link in the **orange box** labelled **Fall Semester Login** and use the same username and password you typically use.



- Once you've entered the Student Center page, you will have a quick view of several items:

The screenshot shows the 'Dwayne's Student Center' page. At the top, there are navigation tabs: 'Favorites', 'Main Menu', 'Self Service', and 'Student Center'. The Miami Dade College logo is on the left. The main content area is divided into several sections:

- Academics (1):** Includes links for Search, Plan, Enroll, My Academics, and Residency Status. A dropdown menu shows 'other academic...'. A 'SEARCH FOR CLASSES' button is located to the right.
- Fall 2016 Schedule (7):** A table with columns for Class and Schedule.

Class	Schedule
ART 1205C-0003 LEC (1257)	Fr 8:00AM - 9:40AM Room: TBA
ART 1205C-0010 LAB (11723)	Fr 9:40AM - 1:30PM Room: TBA
CGS 1060C-0001 LEC (2297)	MoWeFr 7:00AM - 8:10AM Room: TBA
CGS 1060C-16W1 LAB (9065)	TBA
FRE 2220-0001 LEC (4406)	TuTh 8:50AM - 10:30AM Room: TBA
GRA 2162C-0001 LEC (4438)	MoWe 9:30AM - 10:30AM Room: TBA
GRA 2162C-0002 LAB (12498)	MoWe 10:30AM - 12:00PM Room: TBA
- Enrollment Dates (2):** Shows 'Enrollment Appointment' for the Fall 2016 Main Academic Session on June 27, 2016.
- Advisor (3):** Labeled 'Program Advisor'.
- Holds (4):** Shows 'No Holds'.
- To Do List (5):** Shows 'No To Do's'.
- Finances (6):** Includes 'My Account' and 'Financial Aid' sections.
- Personal Information (8):** Includes 'Contact Information' with fields for Home Address, Mailing Address, Home Phone, and Campus Email.
- Educational Links (9):** Links to 'Campus Bookstore' and 'Library'.
- Student Activities (10):** Links to 'Student Life at MDC', 'Arts and Culture at MDC', and 'Athletics'.
- News (11):** Links to 'The Reporter - Student Paper' and 'College News'.

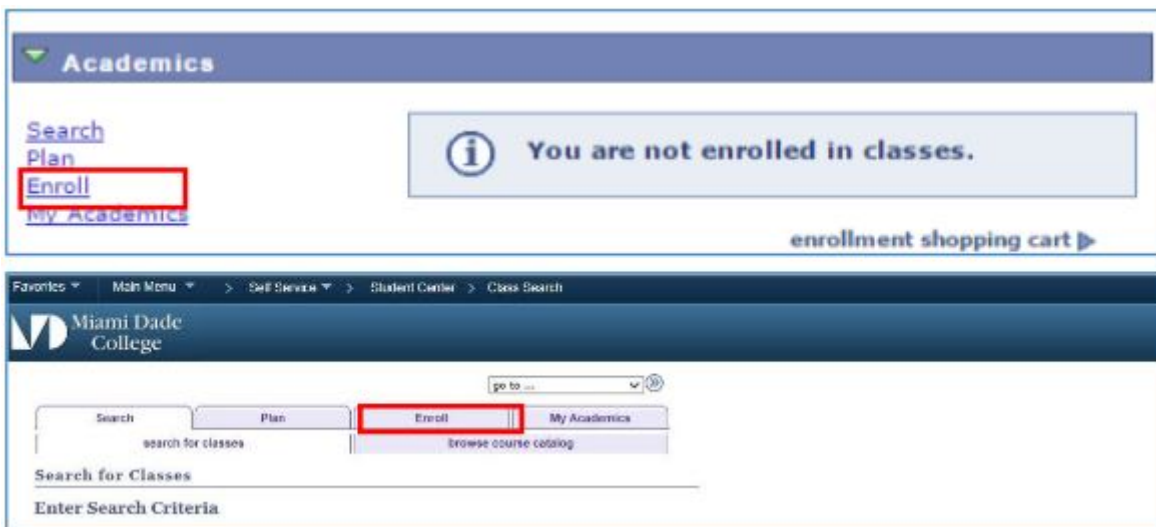
- Academics – To search and enroll in classes and view schedule.
- Enrollment Dates – Specified dates of enrollment for upcoming term.
- Advisor – The name of an advisor, if you have one assigned to you.
- Holds – Holds preventing you access to enroll or retrieve transcripts.
- To Do List – Lists any items you are required to complete prior to registration.
- Finances – Information about statements and/or financial aid details.
- Schedule – A quick view of past or current schedules.
- Personal Information – Your contact information.
- Educational Links – Quick access to the Campus Bookstore and Library.
- Student Activities – Links to access Student Life, Arts and Culture, and Athletics.
- News – Access to The Reporter – Student Newspaper and College News.

Now that you've viewed the **Student Self Service** page, here's how you can search for online courses and self-enroll – in only 3 simple steps:

Step 1: In Academics (section 1), click the **Search** link to search for courses by subject, course number, campus and/or location. Please select **Virtual College** as your Campus in the dropdown menu. You do not need to select a location for online classes.



Step 2: Once you've searched for classes, make sure you collect the Class Number for each course you plan to take. Then click on the **Enroll** link to add each course to your schedule. Here you can Add, Drop, Swap or Edit classes. After adding each course to your schedule, click on the **Finish Enrolling** button.



Step 3: Now that you've completed registration, you can return to the Student Center page to view your schedule. You may also use the **Weekly Schedule** link. This will bring up a **My Class Schedule** tab.

Favorites ▾ Main Menu ▾ > Self Service ▾ > Student Center

Miami Dade College

Dwyane's Student Center

Academics

Search
Plan
Enroll
My Academics

other academic... ▾

Deadlines URL Gradebook

Fall 2016 Schedule

	Class	Schedule
	MAN 2021-0001 LEC (1817)	MoWe 11:00AM - 11:50AM Room: TBA
	MAN 2300-0001 LEC (1793)	Mo 5:40PM - 8:10PM Room: TBA
	SBM 1000-0004 LEC (10226)	We 5:40PM - 7:20PM Room: TBA

weekly schedule ▶
enrollment shopping cart ▶

SEARCH FOR CLASSES

Holds
No Holds.

To Do List
No To Do's.

Milestones
No Milestones

You will have the option to view a weekly calendar if you've also registered for face-to-face classes. This will allow you to view your schedule for the semester in a calendar format.

Favorites ▾ Main Menu ▾ > Self Service ▾ > Student Center > My Weekly Schedule

Miami Dade College

Dwyane Wade go to ...

Search Plan Enroll My Academics

my class schedule add drop swap edit term information

My Class Schedule

Select Display Option List View Weekly Calendar View

<< previous week Week of 8/22/2016 - 8/28/2016 next week >>

Show Week of 08/22/2016 Start Time 8:00AM End Time 6:00PM refresh calendar

Time	Honday Aug 22	Tuesday Aug 23	Wednesday Aug 24	Thursday Aug 25	Friday Aug 26	Saturday Aug 27	Sunday Aug 28
8:00AM							
9:00AM							
10:00AM							
11:00AM	MAN 2021 - 0001 Lecture 11:00AM - 11:50AM Location: TBA		MAN 2021 - 0001 Lecture 11:00AM - 11:50AM Location: TBA				
12:00PM							
1:00PM							
2:00PM							
3:00PM							
4:00PM							
5:00PM	MAN 2300 - 0001 Lecture 5:40PM - 8:10PM Location: TBA						
6:00PM							

Display Options

Show AM/PM Monday Thursday Sunday
 Show Class Title Tuesday Friday
 Show Instructors Wednesday Saturday

refresh calendar

Questions?

Please visit the [MDConnect Student Resource](#) page for other helpful information. You may also contact the Virtual College Student Help Desk for support at (305) 237-3800 or at virtual@mdc.edu