1. Go to www.montgomerycollege.edu Click on **Access MYMC**.
   *Some devices may require you to click on the *menu option*
   to click on the **Access MyMC** icon.
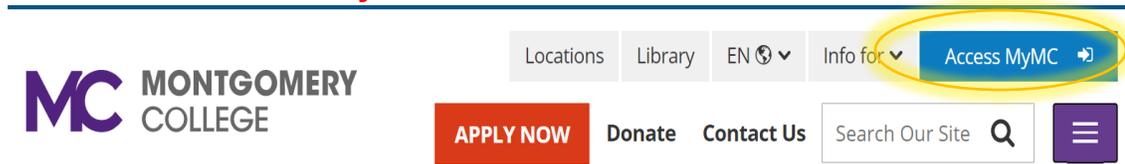
2. Log in using your MyMCID (username) and password.
   - If you do not know your MyMCID (username), click on "Find Your MyMC ID".
     You will need your M#. To get your M# call 240-567-5188
   - If you do not know your password, click on "Password Reset". You will need
     your username and M#.
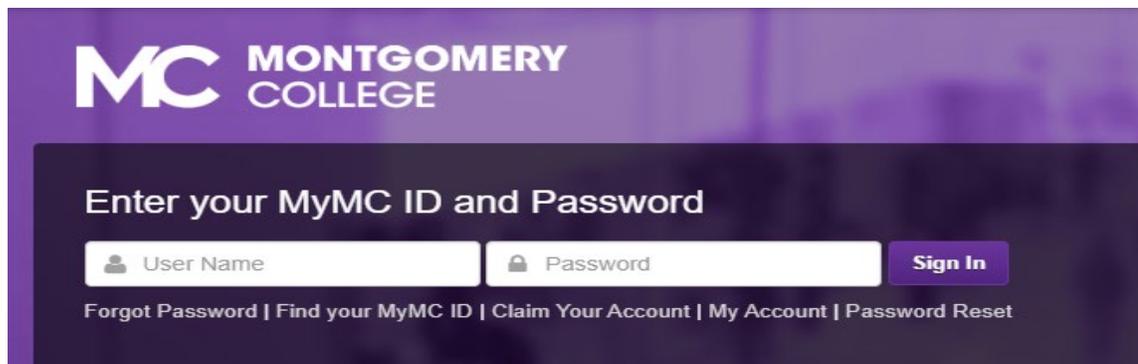
3. Set up your 2-Factor- Authentication **DUO MOBILE PUSH** by following the steps
   prompted on your computer. Note: you will have to download the free **DUO
   Mobile App** on your mobile device to continue. If you need additional support
   with this step, call the IT Help Desk 240-567-7222.
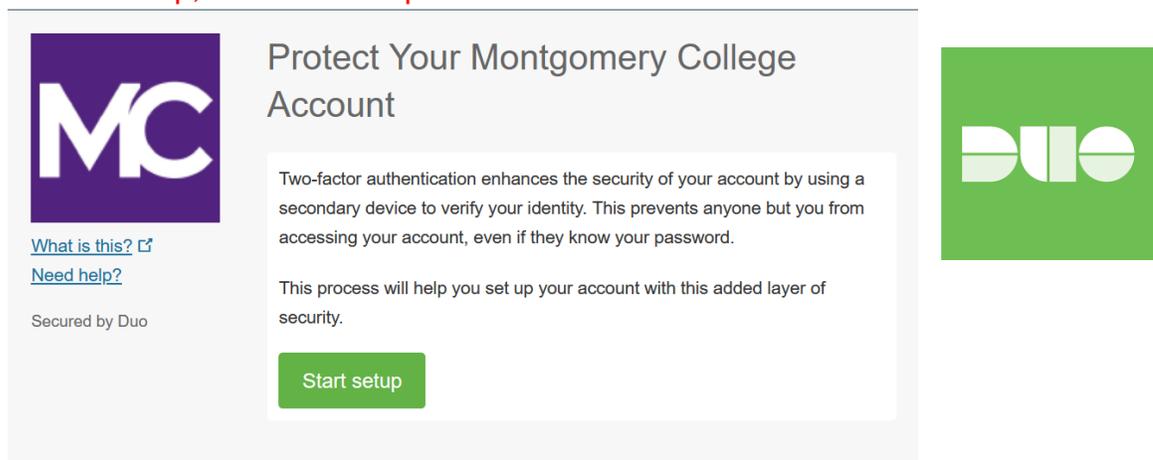
4. Once you successfully log in, find the Register and Pay for Classes card, and click on "**Paying**"
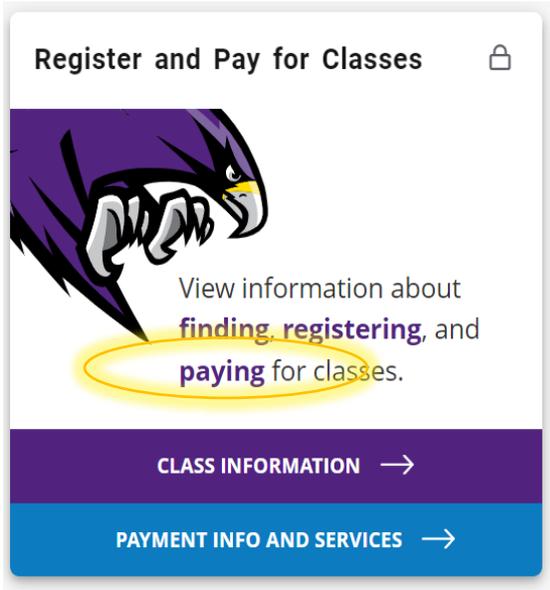
5. Under "Paying for College Tools" Click on **Pay My Bill**
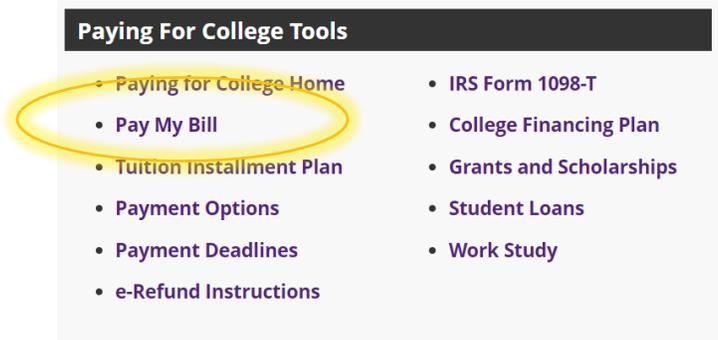
6. You will be re-directed to another window to make a payment. Click on **Make Payment** in green.
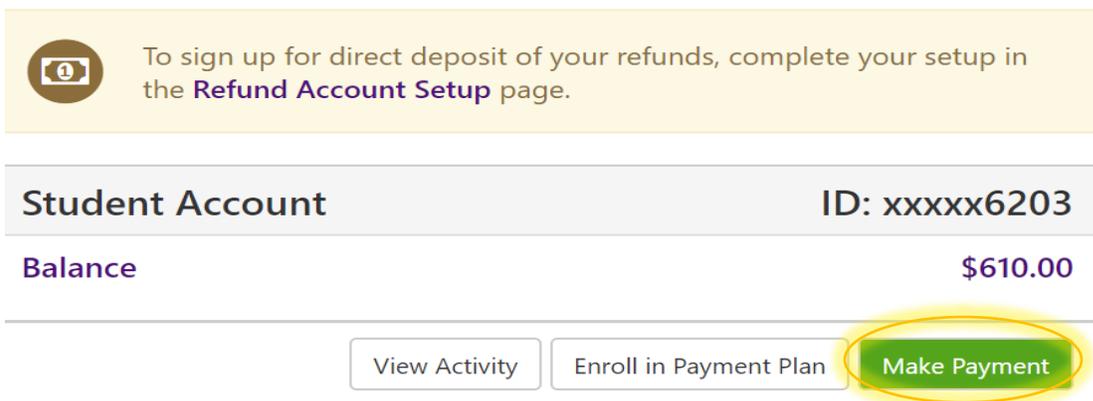
7. Click on the "Add" button and click on **Continue**.

Pay By Term

Select 'Add' to add input amount or enter different amount by selecting input.

Current Term $610.00 $ 610.00   [Add]

Select input to change payment amount

Payment Total: $610.00

[Continue]

8. Select "Credit or Debit Card" then click **Continue**.

Amount $610.00

Method   Credit or Debit Card ▾

Select Method
Saved Payment Methods
Other Payment Methods
Credit or Debit Card

[Back] [Cancel] [Continue]

9. Fill out your credit card information, continue and submit your payment. Note: your payment is due upon registration. Print your receipt for your use.

$ 💳   👍   📋
Amount   Method   Confirmation   Receipt
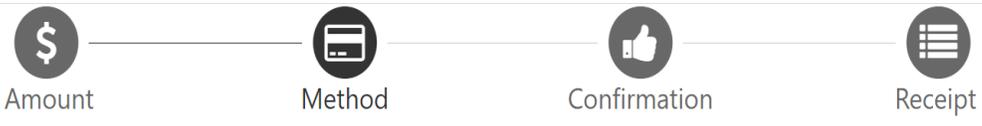
Amount $610.00

Method   Credit or Debit Card

Account Information

* Indicates required fields

*Card account number: xxxxxxxxxxxxx7906

*Name on card:

Option to Save

☐ Save this payment method for future use

Save payment method as:
(example My CreditCard)

If you have any questions or need additional assistance please call: 240-567-5188

USE YOUR MYMC ACCOUNT:

Now that you are able to log into MyMC to register and pay, note these other available tools in your MyMC account.

Under the Student Services Card click on "View My Class Schedule"

View My Class Schedule
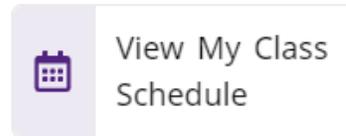
- Select a term and click submit. You will find your instructors name, email, dates and location of your courses.
- By clicking on the envelope   icon, you can send an email to your instructor.

- View the booklists to see if textbooks are required by clicking on "View Drop Deadline Dates and Booklist" link located at the bottom of the screen. Then click "Purchase all your books at the Efollett Bookstore" Button

Purchase Your Books :

Purchase all of your Books at the Efollett Bookstore

Under the Resources card you can "Check Your MC Email (Office 365)"

Resources

Bb
Login to Blackboard

Check your MC Email (Office 365)
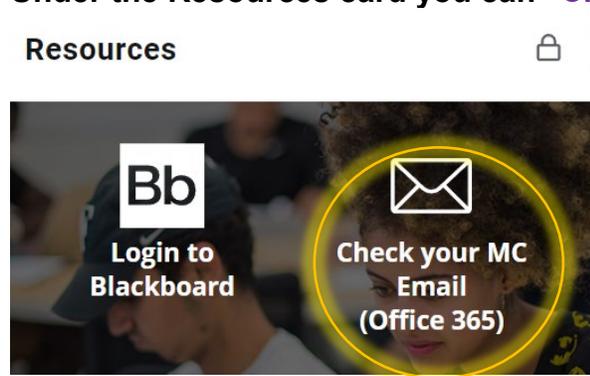
All MC students have a student Office 365 email. Use your MyMCID (username) and add @montgomerycollege.edu to log in.
 Example: MyMCID@montgomerycollege.edu
Your password should be the same as your MC log in password.

For IT Support call 240-567-7222