Welcome! Congratulations on your decision to consider Middlesex Community College to further your education. This guide will assist you with enrolling in credit classes. For more information visit our website (www.mxcc.edu) or call the Office of Enrollment Services at (860) 343-5719.

Apply for Financial Aid

Financial assistance may be available to help make your education more affordable. Apply early for best availability. The priority deadline for the fall semester is August 1st. Students who apply after this date may have to pay out-of-pocket for their tuition, fees, and books in order to register for classes while their application is being processed and reviewed for eligibility. Additional information may be required to complete your application. Log on to myCommNet (see page 2 of this form for instructions) to check your status and to view your financial aid award package. Please note: You must be in a degree program or aid-eligible certificate program in order to receive Financial Aid.

Complete the FAFSA online at: www.fafsa.ed.gov. The school code for MxCC is: 008038.

More information can be found on our website: www.mxcc.edu/FinancialAid or call the Office of Financial Aid Services at (860) 343-5741.

Submit Required Documents

High School Completion: Provide your final official high school transcript and/or diploma copy from an accredited high school, GED diploma, or a transcript from an approved home school program.

MMRV Immunization: Connecticut laws require that all full-time and/or degree-seeking students must provide proof of Measles/Mumps/Rubella/Varicella (MMRV) immunity. (2 doses of each immunization, verification of disease or positive titer test results may be submitted). Certain exemptions may apply.

Visit our website for more information or to download the verification certificate: www.mxcc.edu/wp-content/uploads/2013/10/ImmunizationForm.pdf

Official College Transcripts: Students who have completed prior college coursework should have an official transcript mailed to MxCC for evaluation.

Take the Basic Skills Assessment

Read about the assessment, take sample tests, and/or schedule your test appointment by visiting www.mxcc.edu/BSA. Certain exemptions may apply for transfer students who have earned college level math and/or English credit and students with eligible SAT or ACT scores; check the website for details.

Please bring a copy of your college transcript or test scores with you to registration.

Bring your Banner student identification number and photo ID to the test.
Meet with an Advisor and Register for Classes

New students must meet with an advisor to select classes and create a schedule prior to registration. Be sure to bring your placement test results, SAT/ACT scores, and/or unofficial college transcripts with you. **Registration must be completed in person; online registration is not available to new students.**

<table>
<thead>
<tr>
<th>Walk-in Advising Hours</th>
<th>Extended August Registration Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday–Friday 9am–4pm</td>
<td>Monday, August 28 9am–6pm</td>
</tr>
<tr>
<td>Monday, August 5 9am–2pm</td>
<td>Tuesday, August 29 9am–6pm</td>
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<tr>
<td>Tuesday, August 8 9am–6pm</td>
<td>Wednesday, August 30 9am–6pm</td>
</tr>
<tr>
<td>Thursday, August 17 9am–7pm</td>
<td>Thursday, August 31 9am–6pm</td>
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</tbody>
</table>

Registration will also be held at MxCC@Platt on Monday, August 21, 3-6pm.

Please plan to arrive at the Office of Enrollment Services at least one hour prior to closing to allow enough time to meet with an advisor and complete the registration process.

Pay for Your Classes

Students are required to pay their fees at the time of registration. Fees are non-refundable. Tuition is based on number of registered credits. For more information regarding tuition and fees, payment options, waivers, and our refund policy visit [www.mxcc.edu/paying-for-college](http://www.mxcc.edu/paying-for-college).

Attend New Student Orientation

The first step to a successful college career is attendance and participation in New Student Orientation. **All new and transfer students are expected to attend.** Visit our website at [www.mxcc.edu/nso](http://www.mxcc.edu/nso) for important information and orientation schedule.

**MyCommNet**  https://my.commnet.edu

MyCommNet is the source of information and services for students of the CT Community Colleges. Your NetID is your student Banner ID number (found on your acceptance email) followed by @student.commnet.edu. Your initial password is made up of the following personal information:

1. 1st three characters of your birth month (with the first letter capitalized).
2. The “&” symbol.
3. Last 4 digits of your Social Security Number.

You will be prompted to change your password the first time you login.

All students will be issued a **student email** address. Click the student tab once you login to MyCommNet for more information and to view your assigned email address. **Important College information will be sent to your student email; be sure to check it regularly!**

Middlesex Community College Office of Enrollment Services
100 Training Hill Road, Middletown, CT 06457-4889
T: (860) 343-5719  F: (860) 344-3055  E: mx-EnrollmentServices@mxcc.edu