How do I register for a class?

1) Log on to MyMHCC.

2) Click on “Register for Classes” in the Frequently Used Links list.

3) Once per term, you must complete the Personal Info Update form, which includes your address and phone number before you can register for classes.

4) After you submit your Personal Info Update form, you must also complete the Registration Agreement form. These forms must be completed once per term in order to register for classes.
5) You may now register for classes! If you haven’t already looked at the schedule of classes, you can search for the course you’d like to add.

6) Click on the check-box next to each course you’d like to add. If you want to add more than one class from the same page, click multiple boxes. Click on the course number to see more information about the course.
7) Click on the “Add Courses” button.

8) Look for error messages such as time conflicts, or if a course requires you to select a grading type. You must meet the prerequisites for classes that require them. If you have transfer credits from another college, be sure you sent in your official transcripts in order to get credit for them at MHCC! Please visit the Academic Advising & Transfer Center if you have questions about this.

Please note: You can register for multiple classes at the same time by clicking “Add by Course Code”. If you need to drop a class, be sure to log in and drop it before the refund date! If you need assistance using the web registration system, please visit the Orientation Center.