



# Adult High School Diploma REGISTRATION

Be ready with this information:

- Your MHCC ID number
- MHCC course numbers
- MHCC section numbers
- Enrollment term
- Enrollment year

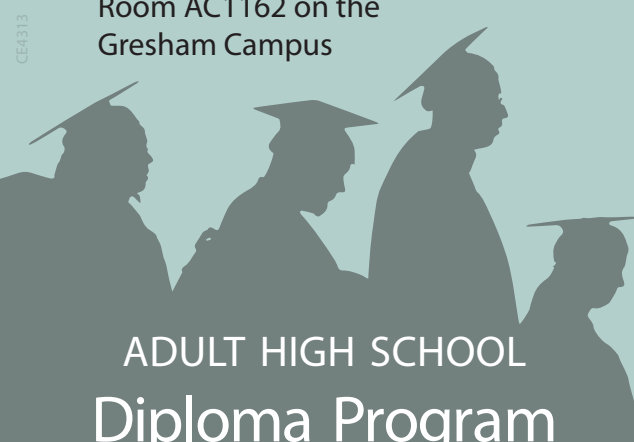
**Log in** to your MyMHCC account regularly. Be sure to check your transcripts at the end of each term.

## Questions or Registration Assistance

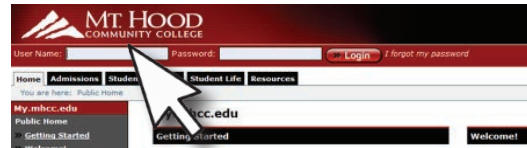
High School Services office

503-491-7421

Room AC1162 on the Gresham Campus



ADULT HIGH SCHOOL Diploma Program



**Step 1** Log on to [my.mhcc.edu/ICS/](http://my.mhcc.edu/ICS/)  
Enter your MHCC ID number and six digit birth date.



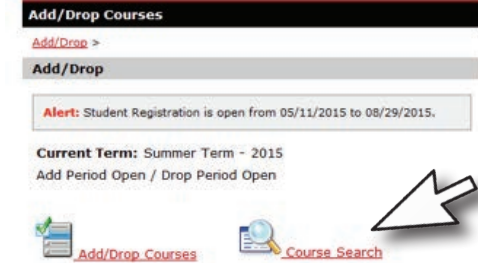
**Step 2** Click on **Register for Classes** in the **Frequently Used Links** list.



**Step 3** (Every Term) complete the **Personal Info Update** form and the **Registration Agreement** form which includes your address and phone number before you can register for classes.

**Step 4** You can now register for classes!

## Register



**Step 5** Click on **Course Search**, change the Department to **High School Services**, and click **Search**. Here you will see courses that start with AHS7 and DE5.

*You can only register for courses starting with AHS7. You may take four classes per term. If you would like to register for more, please contact the adviser, Jenn Edgar at 503-491-7421.*

<input checked="" type="checkbox"/>	AHS7A1-01	Algebra 2 - Semester 1	Doss, Aleta J	10/10	Reopened
<input checked="" type="checkbox"/>	AHS7B1-01	Biology 1	Trevizo, Jacquelyn F	10/10	Reopened

**Step 6** To add a class check the **Add** box and click **Add Courses**.

*Courses with a Course Code ending in CS are Online Courses and utilize MyMHCC. It is the student's responsibility to log in for details on assignments, final exam information, and class instruction.*

**To drop a class, log in and drop before the refund date! (Each courses is \$45.)**