

How to Complete a Credit Revision Form

1. **Login to [MyMHCC](#).** Your Username is your MHCC ID# (123456). If you have never logged on to MyMHCC before, your temporary password is your six-digit date of birth (mmddyy format). Otherwise, use the password you created.
2. Click on '**Financial Aid**' link under '**Frequently Used Links**' on Student Home page

Frequently Used Links

- [Online Orientation](#)
- [Navigate for Students](#)
- [Register for Classes](#)
- [Satisfaction Survey](#)
- [Financial Aid](#)
- [View my Term Schedule and Course/Fee Statement](#)
- [View my Degree Audit](#)
- [View my Unofficial Transcript](#)
- [Pay my Bill](#)

3. Click on '**Credit Revision Form**'.

Financial Aid Welcome Page

Please click on a link below.

- [Check missing/received documents](#)
- [View Financial Aid responses](#)
- [Credit Revision Form](#)
- [Accept/Decline/View your Financial Aid Offer](#)

4. Select the form for the appropriate academic year by clicking on the red text.

2020-21 Credit Revision Form Use this form to revise credits from Summer 2020 - Spring 2021

2021-22 Credit Revision Form Use this form to revise credits from Summer 2021 - Spring 2022

5. Fill in the credits you plan to take for each term of the academic year.

Revise Credits

List how many credits you will be taking for the academic year.

Summer 2021	<input type="text"/>
Fall 2021	<input type="text"/>
Winter 2022	<input type="text"/>
Spring 2022	<input type="text"/>

Note: The amount of aid awarded changes depending on the number of credits you take.
Do not complete this form if you are on an education plan for a Maximum Timeframe Appeal.
It will be 3 to 5 business days before adjustments are made if you have been awarded aid.

Submit

6. Click 'Submit'. Note that it can take about 30 minutes before the revision form is visible to the financial aid office.

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Submit