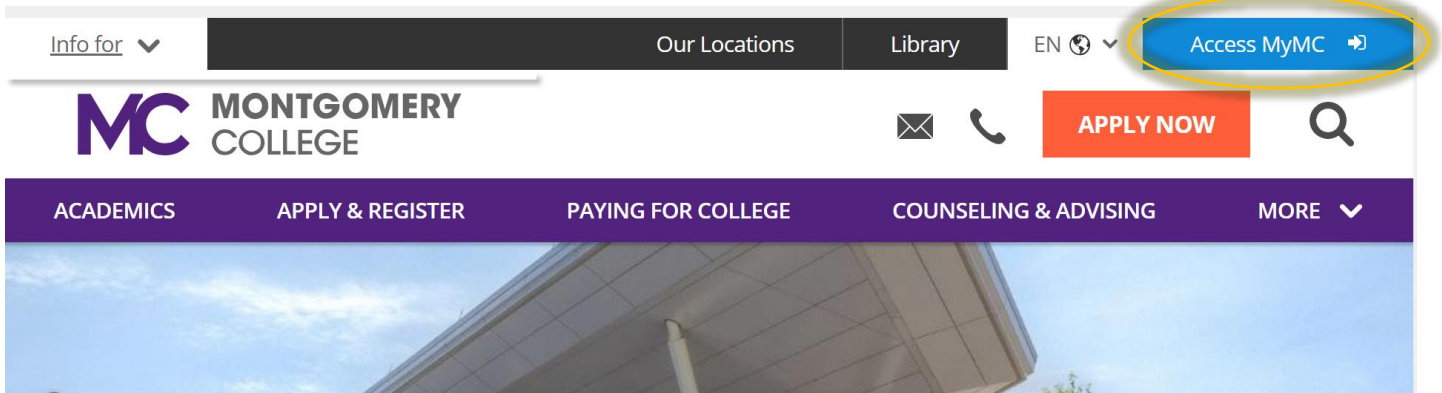


Steps for registration

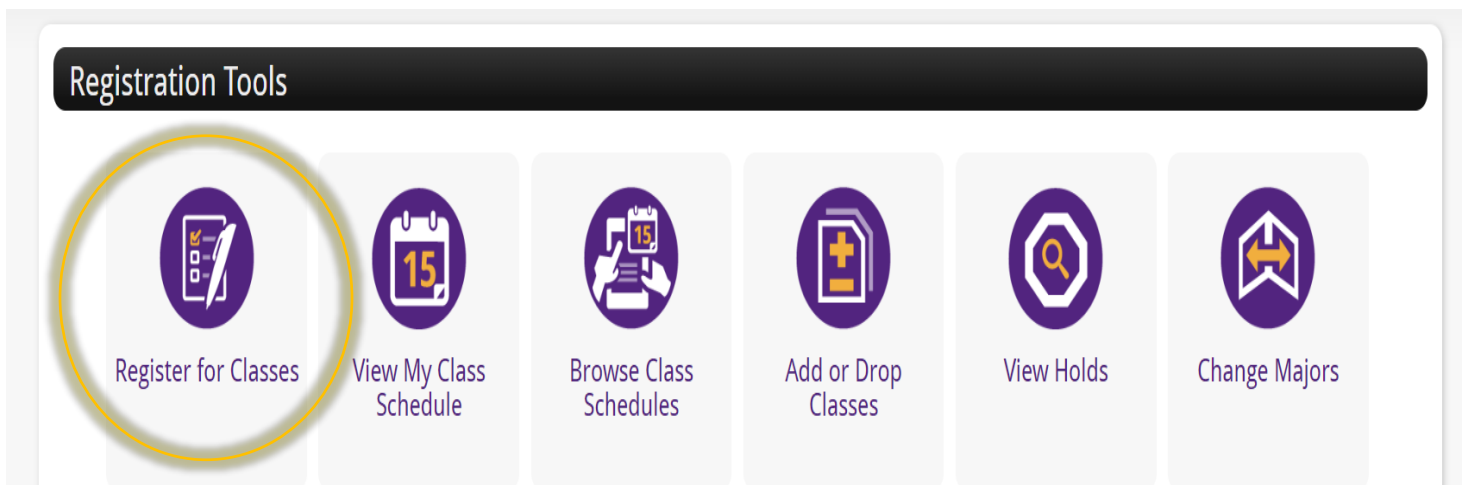
1. Go to www.montgomerycollege.edu Click on Access MYMC and log in.



2. Click on Registration



3. Under **Registration tools**, click on “register for classes”



4. Select the term, and click **SUBMIT**.

Select a Term:

5. Inside the rectangle below CRNs, type in the CRN number of the class you would like to register for (this should be a 5 digit #). **Then click on Submit Changes.**

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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[[View Holds](#) | [Complete Registration](#) | [View Drop Deadline](#)
[Update Your Contact Information](#)]

6. Under current schedule, you will see the classes you are currently registered for. **Click on Complete registration** (in red at the bottom menu option).

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Registered	Web on Aug 28,2018	None ▾	24965	CMP	073	1	Non Credit	0.800	Non Credit (Continuing Ed)	WORKING WITH WINDOWS

Total Credit Hours: 0.000
 Billing Hours: 0.000
 CEU: 0.800
 Minimum Hours: 0.000
 Maximum Hours: 18.000
 Date: Aug 28,2018 08:32 pm

Add Classes Worksheet

CRNs									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Submit Changes Class Search Reset

[[View Holds](#) | **[Complete Registration](#)** | [View Drop Deadline Dates & Booklist](#) | [Update Your Contact Information](#)]

7. You will see a summary of the total charges. **Click on Payment** (at the bottom of the screen)

To avoid the lines at the Cashier's Office, you may use the credit card payment link at the bottom left of this page. You can also use the credit card payment link at the bottom left of this page. You can also use the credit card payment link at the bottom left of this page. You can also use the credit card payment link at the bottom left of this page. For **Workforce Development & Continuing Education** classes, payment by credit card must be done NOW or your registrar call 240-567-5188.

- [Tuition and Fees](#)
- [Payment Deadlines](#)
- [Payment Methods](#)


Total Credit Hours: 0.000

Tuition and Fees for Fall 2018

Detail Code	Description	Amount
CEFE	CE Fee	\$115.00
TUCE	CE Tuition	\$35.00
Total Charge:		\$150.00

[**[Payment](#)** | [Week at a Glance](#) | [Student Detail Schedule](#) | /

8. You will be redirected to another page to make a payment. **Click on Make Payment**

 To sign up for direct deposit of your refunds, complete your setup in the [Refund Account Setup](#) page.

Student Account	ID: xxxxx6203	
Balance	\$150.00	
View Activity	Enroll in Payment Plan	Make Payment

9. Click on the small square next to the term you would like to make a payment for and click on continue.

Payment Date **3/23/20**


Pay by term

<input type="checkbox"/> Fall 2020	\$587.00	<input type="text" value="587.00"/>
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Payment Total: \$0.00

[Continue](#)

10. Select a payment method and click on continue



Amount \$150.00

Method

The image shows a payment selection screen. At the top, there are four circular icons: a dollar sign, a credit card, a thumbs up, and a list. Below the icons, the amount '\$150.00' is displayed. Underneath, there is a 'Method' label and a dropdown menu with 'Credit or Debit Card' selected. To the right of the dropdown are three buttons: 'Back', 'Cancel', and 'Continue'. The 'Continue' button is highlighted with a green background and a yellow glow.

11. Fill out your credit card information and submit your payment. If you have any questions, please call us at 240-567-5188