1. Go to www.montgomerycollege.edu Click on **Access MYMC**.
   *Some devices may require you to click on the **menu option** to click on the **Access MyMC** icon.

2. Log in using your MyMCID (username) and password.
   - If you do not know your MyMCID (username), click on “Find Your MyMC ID”. You will need your M#. To get your M# call 240-567-5188
   - If you do not know your password, click on “Password Reset”. You will need your username and M#.
3. Set up your 2-Factor-Authentication **DUO MOBILE PUSH** by following the steps prompted on your computer. Note: you will have to download the **DUO Mobile App** on your mobile device to continue. If you need additional support with this step, call the IT Help Desk 240-567-7222.

4. Once you successfully log in, click on **Pay My Bill / Manage Account**
   * Some devices may require you to click on the **main menu** option to view all the menu icons.
5. Click on **Pay My Bill**

6. You will be re-directed to another window to make a payment. **Click on Make Payment** in green.

7. Click on the “Add” button and click on **Continue**.
8. Click on method, select “Credit or Debit Card” then click continue.

Amount $610.00
Method

9. Fill out your credit card number and click continue.
10. Fill out the rest of the credit card required fields and click continue.

Submit your payment and please print your receipt for your use.

**If you have any questions or need additional assistance please call:**

240-567-5188
USE YOUR MYMC ACCOUNT:

Now that you are able to log into MyMC to register and pay, please note these other available tools in your MyMC account.

By clicking on “My Classes” on the top menu option, you can:

1. View your class schedule and find the instructors name and email. Click on the envelope icon to send an email to your instructor.

2. View the booklists to see if textbooks are required. Use your M# and select the term to see a list of required books.

3. Add or drop courses (before the start date). To drop courses after the start date, fill out and submit a WDCE Drop Form.