

DUAL ENROLLMENT PROCESS

<p>Step 1</p>	<p>APPLICATION—Start your CCCApply application – Register for the Summer term</p> <p>Please allow up to 24 hours for your application to be processed. You will receive a confirmation email from CCCApply once your application is received. This email will NOT include your student ID or login information. Please continue to Step 2 to learn more about obtaining your MyMSJC Account information.</p> <p><u>*If you have completed this process before, log into your CCCApply account and update your MSJC application.</u></p> <p>Note: Dual Enrollment students will need to submit a Student Parent Agreement (SPA) for approval prior to the start of class. Forms will be distributed to students by VMHS.</p>
<p>Step 2</p>	<p>MYMSJC ACCOUNT MANAGEMENT SET UP-- login.msjc.edu</p> <p>Before a student can access their Eagle Advisor account, they must first set up their MyMSJC Account. This process includes creating challenge questions and registering a phone and email address which will be referenced in the event that the student needs to reset their password. Get more details about this process by visiting www.msjc.edu/MyMSJC</p> <ol style="list-style-type: none"> 1. Obtain your Student ID and Username by clicking the 'What is my MyMSJC username and Student ID?' link on the login page and entering your Last Name and SSN. Note: If you did not provide an SSN in your admissions application, you will not be able to use this tool. Instead, visit Enrollment Services at any campus location and bring a photo ID with you. 2. Your initial password is your Date of Birth in MMDDYY format. 3. Log in to Account Management proceed. 5. You will be required to change your initial Date of Birth password to something more secure! Your password must be between 10-25 characters and include a number, lower case letter, upper case letter, and/or special character. 4. You will be prompted to create challenge questions/answers, register your phone and personal email address. You will need to have your home or cell phone readily available during this process. 6. Log out.
<p>Step 3</p>	<p>ORIENTATION—ea.msjc.edu</p> <ol style="list-style-type: none"> 1. Log in to <i>Eagle Advisor</i>. 2. Click on the "Student EagleAdvisor" menu. 3. Under <i>Pre-Registration</i>, select "Welcome to the Online Orientation". 4. To get started, click the link 'Click Here to Enter the Online Orientation'. 5. Read all nine sections of the orientation information and take the section quizzes. 6. You must correctly answer the final test questions in order to pass. <p style="text-align: center;">Orientation Information</p>