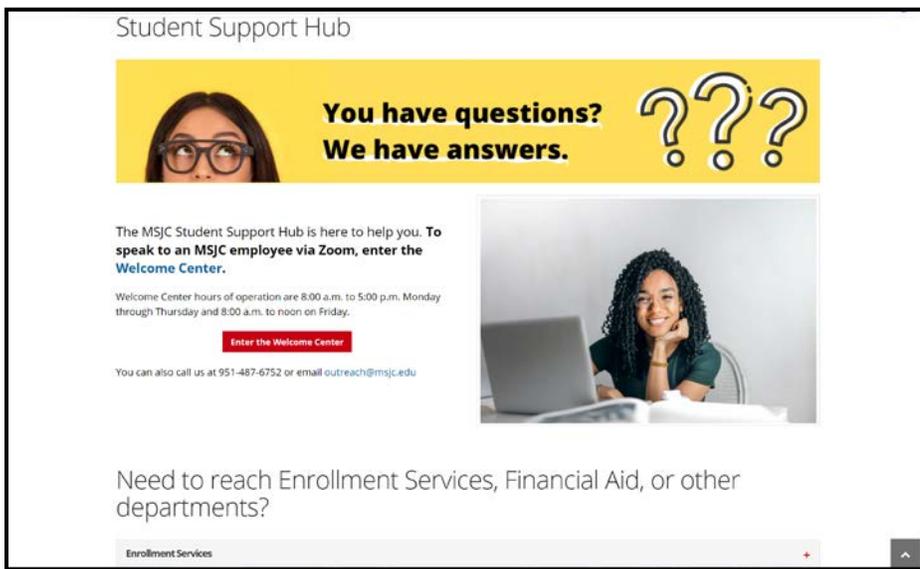


HOW TO SUBMIT DOCUMENTS TO THE MSJC ENROLLMENT SERVICES HUB

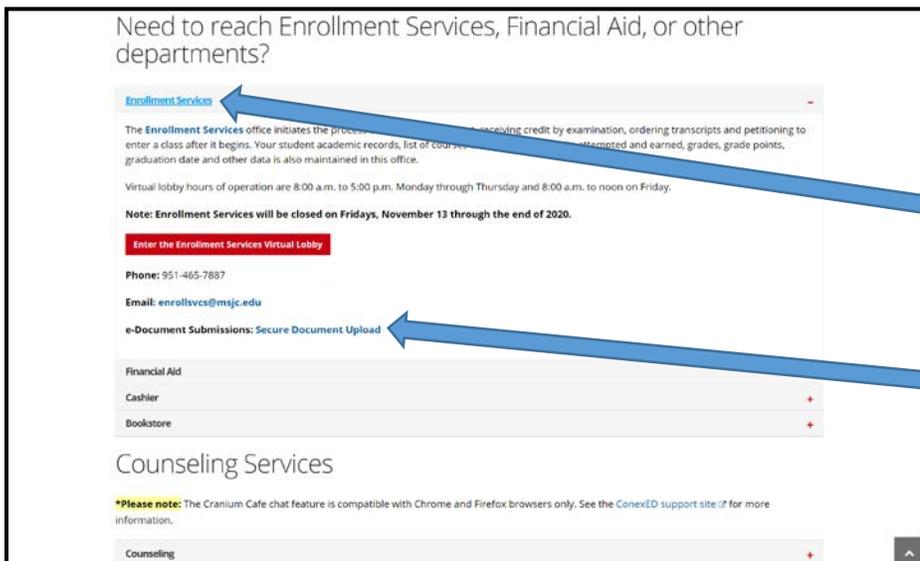


Go to www.msjc.edu

Click on "Student Support Hub"



From the Student Support Hub page, scroll down under "Need to reach Enrollment Services, Financial Aid, or other departments?"



Click on "Enrollment Services"

Click on "e-Document Submissions: Secure Document Upload"

Student e-Document Submission MSJC MT. SAN JACINTO COLLEGE

Version: 1.01
Revision Date: 04/01/2020

Important:

Student ID Date: 11/01/2020

First Name *

Middle Name

Last Name *

Phone Number

Email *

Important: Upload Requirements

This is the fastest and most efficient way to get us the documents. You'll need to have scanned images of your documents on your computer. Clear photos of the documents are acceptable.

Document format requirements:
Accepted file formats: .pdf, .jpeg, .jpg, .gif, .png, .tiff, .bmp (NOTE: Secured PDFs are not accepted)
Maximum file size: 10MB
File names can't include special characters like / \ : * ? " < > |

Upload Enrollment Services Documents

Click below to upload documents

Attachments

Please provide a brief description about your attachments.

Complete all parts of the top of the submission form:

MSJC Student ID #

First Name

Middle Name (if applicable)

Last Name

Phone #

Email Address

Last Name *

Phone Number

Email *

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Upload Enrollment Services Documents

Click below to upload documents

Attachments

Please provide a brief description about your attachments.
Transcripts sent to: officialtranscripts@msjc.edu

Upload Financial Aid Documents

Upload Accommodation Service Center Documents

Upload CalWorks Documents

Upload EOPS Documents

Upload Veteran Services Documents

Submit **Clear Form**

Click on "Upload Enrollment Services Documents"

Click the "Attachments" button to attach your document(s)

Last Name *

Phone Number

Email *

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Submit **Clear Form**

Provide a brief description of the document(s) you attached. Additionally, if your high school is submitting official transcripts, please type "Transcripts sent to officialtranscripts.edu".

Lastly, click submit