

STUDENT ACCOUNT

MCC High School Pathways – Enrollment Portal

Dual Credit • ECHS • Early Admission

Please collect this information before beginning:

- Student’s physical address
- Student’s Social Security number
- Student’s email address (not an ISD address)
- Student’s phone number
- Parent’s name
- Parent’s email address (not an MCC address)

New Students

Create an account.

1. Answer a few questions to verify you don’t already have an MCC ID.
 - ❖ If you answer yes to any of the questions, you will be returned to the login page. Please skip to the Returning Students section of the instructions.

2. Fill in the information to create a new account.

- ❖ Use your legal name.
- ❖ Items marked with an asterisk (*) are required.

3. Make note of your password. You’ll need it each time you log in.
4. Watch for an email from “Datatel” with your MCC ID number. Check your spam folder.

Returning Students

1. Login with your MCC login information.
2. Links at the bottom of the page can help with your username or password.

If you have any questions, please contact the High School Pathways office.
dualcredit@mclennan.edu • Call/Text 254-870-1062

All Students

- ❖ Complete the Tracker **FOR EACH SEMESTER** you'd like to enroll in classes.

Progress Tracker for
2020 Fall

- ✓ Submit College Admission Application
- ✓ Complete Parent Consent/FERPA Form
- ✗ Request Parental Consent

Complete Online

1. Complete College Admission Application
2. Provide Parent Info
 - ❖ Enter parent name and email address.
The system will send an email to your parent about giving consent to enroll.
 - ❖ Granting access to financial records allows a parent to pay tuition through the parent portal.
 - ❖ Granting access to academic records allows a parent to review your schedule and final grades.
3. Accept Terms and Conditions
4. Submit Schedule Request
 - ❖ Choose from the dual credit courses approved by your district.
 - ❖ Other courses must be taken as Early Admission.
5. Complete Tuition Exemption Application
 - ❖ Students on free/reduced lunch will apply electronically.
 - ❖ Students applying based on family income will print and submit the application with a tax return.

Submit to MCC *(via email, US mail, or high school counselor)*

6. Submit High School Transcript
7. Complete Reading/Writing/Math Placement Testing *(as needed for requested courses)*
8. Submit Meningitis Vaccination Record *(required **only** for classes on the MCC campus)*
9. Receive College Advising *(will only appear if advising is required for that semester)*
10. Complete High School Pathways Orientation
 - ❖ You will complete the orientation in Brightspace **during your first semester of classes.**

Feedback

11. Parental Consent Received
12. Receive High School Counselor Approval
 - ❖ Please allow your high school counselor time to review all requests.
13. Receive College Approval
14. Registration Comments
 - ❖ Check here periodically for issues that need to be resolved.
15. Enrolled in Classes
 - ❖ MCC will enroll students for summer/fall starting in April and for spring in November.

LOG IN TO THE PORTAL PERIODICALLY TO CHECK PROGRESS.

504-Type Accommodations: Visit www.mclennan.edu/disability/ for more information.

Tuition: If not covered by the ISD, it should be paid before the start of the MCC semester.

Textbooks: If not covered by the ISD, textbooks may be purchased at the MCC Bookstore.

McLennan Community College provides equal opportunities to all individuals and does not discriminate against any individual regardless of race, color, religion, national or ethnic origin, gender, disability, age, veteran status, genetic information, sexual orientation, gender identity, pregnancy, or other legally protected category in its educational programs, activities, or employment. The following person is designated to handle inquiries regarding nondiscrimination policies: Drew Canham, Vice President of Student Success, 1400 College Drive, 254-299-8645, titleix@mclennan.edu

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