MARICOPA COMMUNITY COLLEGES | Information Technology Services
Project Management Office

Step 1	Navigate to the **Student Admissions Application** page **Go to:** **https://admissions.maricopa.edu** and click **START HERE!**	**Maricopa Community Colleges Admission Application** Welcome to the Maricopa Community Colleges. We are excited you have chosen to pursue your academic journey and educational goals with us. **First time?** Start here to submit an admission application to one or more of our ten colleges. **Returning Student?** Update your admission application with the most current student information, program of study, and more at one of our ten colleges. [START HERE!] [RETURNING] **Upcoming Availability Notice** Online Admissions may be unavailable each Wednesday from 5:00 AM until 7:00 AM for regular maintenance.

Step 2	**Before You Begin**
	Below is the information you will want available prior to beginning
	• A form of identification - identification card or driver's license. *Other forms of ID are acceptable but cannot be used for real-time verification.*
	• Access to a camera OR a scanned color copy of ID both front and back - must be .jpeg, .gif, .png.
	• Access to an email address
	• Access to internet, either through WiFi or a cellular data connection.
	
	Helpful Tip – the application must be completed within 48 hours. After that time incomplete applications are removed for the security of your personal information.
		Before You Begin
		
		Thank you for your interest in the Maricopa Community Colleges. Before you begin the online admission application, please be sure to have this information available:
		
		• A form of identification:
		  ○ Identification card
		  ○ Driver's license
		  ○ Other forms are acceptable but cannot be used for real-time identity verification
		• Access to a camera OR a scanned color copy of your ID (front and back). If you are using a scanned image, please be sure to save as an image file (.jpeg, .gif, .png) Word documents or .pdf files cannot be processed.
		• Access to an email address: this should be the address you use during the application process.
		• Access to internet, either through WIFI or a cellular data connection.
		
		Helpful Tips
		
		• Please note you must complete your application within 48 hours from the time you start. All incomplete applications will be removed after that time for the security of your personal information.
		• Your name on the online application must match your name on your identification.
		• When taking photos of the ID with a camera or mobile device, use a darker background. Please ensure the image is clear and free of glare, reflections.
		• On some mobile devices, please wait for the images to upload from your smartphone into the application. The application will show you a preview the images before you submit them online.
		
		[CONTINUE]

Step 3	**Starting a New Application** Do you have a Maricopa Community Colleges' email address, Student ID number or have you attended one of the Maricopa Community Colleges? • **'No'** – go to Step 4 • **'Yes'** – login using your MEID and Password. • **'I am not sure'** – you will be directed to the **'Find my MEID'** website for assistance.	**Starting a New Application** Do you have a Maricopa Community Colleges' email address, Student ID number or have you attended one of these colleges: Chandler-Gilbert, Estrella Mountain, Glendale, GateWay, Mesa, Phoenix, Paradise Valley, Rio Salado, Scottsdale, South Mountain, Southwest Skill Center or Maricopa Skill Center? [NO, I DO NOT] [YES, I DO] [I AM NOT SURE]

Step 4	**International Student** ● **'No, I am not'** – go to Step 5 ● **'Yes, I am'** – you will be directed to an information page with instructions for your next steps.	**International Student** Are you an international student planning to attend one of the Maricopa Community Colleges on an F (F-1 or F-2) or M (M1 or M-2) visa? NO, I AM NOT YES, I AM **Welcome** herzlich willkommen 欢迎 bienvenue ようこそ bienvenido ការស្វាគមន៍ benvenuto hoan nghênh velkomst Thank you for your interest in the Maricopa Community Colleges. You have been identified as having a non-US Visa that has a separate admissions application and additional admission requirements that must be met. Please click on the logo of the Maricopa Community College that you wish to attend for information on "How To Apply." CHANDLER-GILBERT COMMUNITY COLLEGE ESTRELLA MOUNTAIN COMMUNITY COLLEGE GateWay Community College GCC GLENDALE COMMUNITY COLLEGE MESA COMMUNITY COLLEGE PARADISE VALLEY COMMUNITY COLLEGE
Step 5	**Create Your Login Account** The following fields are included: ● First Name ● Middle Name OR select Middle Name Waiver ● Last Name ● Date of Birth ● Social Security Number (Optional) ● Email Address and confirm ● Phone Number ● Phone Type ● Opt-Out for Text Messaging Alert system Click and complete the **Security Check** Click **GENERATE YOUR USERNAME** **Fields with an asterisk * must be filled to continue**	**Create Your Login Account** *First Name: *Middle Name: ☑ I do not have a middle name *Last Name: *Date of Birth: Your social security number will not be used as your primary identification number and will be kept confidential. Students should be aware that a correct Social Security Number must be on file for reporting information pertaining to potential tax credit and must be used by applicants for federal and state aid and Veteran Administration benefits. For more information, please contact your selected college's Admissions & Records Department. Social Security Number: ___-__-____ *Email Address: *Confirm Email Address: *Phone Number: Phone Type: Cell I give permission to the Maricopa Community Colleges to send text messages and automated calls or other methods of communication by submitting this form ❶ ◉ Yes ○ No NOTE: All students and employees are enrolled in the text message ALERT notification system. In order to receive Emergency Alerts concerning health and safety of people on campus/sites via text message, please be sure to provide your current cell phone number. Security check ☐ I'm not a robot reCAPTCHA Clicking this button will check to see if you have an existing account at Maricopa. Please wait while we do this check. The username generated will be your user id during your duration at Maricopa Community Colleges. Please remember to write it down before moving to the next page. GENERATE YOUR USERNAME

Step 6   **Username Creation and Password**
The Username and password will allow you to log back in and complete your application.

Initial Passwords must meet all of the following criteria:
● Between 10 - 30 characters in length
● 1 Upper case
● 1 Lower case
● 1 Number
● 1 special character - _ ? $ # ( ) . , * + ^ ~ ` !
@ % & [ ] { } < > | ' ;

Password Recovery Questions include:
● In what city were you born?
● What is the name of your first child?
● What is the name of your first love?
● What is the name of your high school?
● What is your anniversary?
● What is your driver's license number?
● What is your father's middle name?
● What is your favorite animal?
● What is your favorite movie?
● What is your favorite restaurant?
● What is your favorite TV show?
● What is your library card number?
● What is your pet's name?
● What is your spouse's maiden name?
● What make was your first car or bike?

Please take note of your UserName below. If you need to EXIT your application, your Username and Password will allow you to log back in and complete. NOTE: You must complete your application within 48 hours from the time you start. All incomplete applications will be removed after that time for the security of your personal information.

Username: ▮▮▮▮▮▮▮▮▮

*Password: (At least 10 characters in length, 1 Upper Case, 1 Lower Case, 1 Number and 1 Special Character)

Special characters include: - _ ? $ # ( ) . , * + ^ ~ ` ! @ % & [ ] { } < > | ' ;

*Confirm Password:

*Account Recovery Question:
Select One

*Account Recovery Answer:

SAVE & NEXT >   EXIT WITHOUT SAVING

Step 7   **Student Admissions Application**
Click **GET STARTED** to proceed and you will then provide the below information:

1. Personal Information
2. Educational Background and Interests
3. Requirements and Disclosures
4. Proof of Identity

You may click **EXIT & COME BACK LATER**

To complete your application return to the **Student Admissions Application** page and select **CONTINUE SAVED APPLICATION OR REAPPLY** with your UserName and password (Step 6). Remember you must **complete the application within 48 hours** from the time you start.

MARICOPA COMMUNITY COLLEGES

Admissions Home > Welcome

Welcome to the Student Admissions Application!

Thank you for beginning your Maricopa Community College application!

1. Personal Information - Your contact information and demographic information is used by the college to process your application and perform institutional reporting for the Maricopa Community Colleges.
2. Educational Background and Interests - Lets the college know where you are coming from and how they can help you reach your goals.
3. Requirements and Disclosures - Alerts you to policies and regulations that impact your status as a Maricopa college student.
4. Proof of Identity - Enables your application to be quickly processed and protects you from fraudulent use of your credentials. What forms of photo ID are accepted?

Please note you must complete your application within 48 hours from the time you start. All incomplete applications will be removed after that time for the security of your personal information.

GET STARTED   EXIT & COME BACK LATER

If you need help with completing your application, please contact the Admissions, Records, & Registration/Enrollment Services Office of your primary college.

Step 8   **Personal Information**

The following fields will populate from information provided during the account creation:

- *First Name
- *Middle Name
- *Last Name
- *Middle Name Waiver
- Primary Phone Number
- Primary Phone Type
- Primary Email
- Primary Email Type
- *Date of Birth

Fields cannot be changed.

The below additional **Personal Information** will need to be provided:

- Prefix
- Suffix
- Preferred Name
- Previous Last Name
- Country (defaults to United States)
- Address 1
- Address 2
- Address 3 (only international addresses)
- Postal Code
- City
- State/Province
- Address Type
- Add Another Address
- **Emergency Contact** – includes relationship to the applicant, contact phone, and country fields are required.

Demographic Information:
- Legal Sex
  - Male
  - Female
  - Other
- Gender Identity
  - Man
  - Woman
  - Trans Male/Trans man
  - Trans Female/Trans woman
  - Genderqueer/Gender non-conforming
  - Other Identity
- Race/Ethnicity – fields are optional
  - Are you Hispanic or Latino? – Yes/No?
  - Select one or more of the following Races – American Indian/Alaskan Native, Asian, Black or African American, Native Hawaiian/Other Pacific Islander, or White.
  - Ethnic Category – select if applicable from the drop down menu
- Language Background – if **'No'**, a dropdown menu will appear with additional languages options.

- Military – fields are optional DUAL students skip.

Alert appears when **'Yes'** is selected for **'I am a current member of the US Armed Forces'** - *Prior to enrolling, eligible service members must speak with an Education Services Officer (ESO) or counselor within their Military Service branch/organization.*

Residency Information
- Select **'Yes'**, the County and Date fields will appear and are required. If you were born in AZ, use your date of birth. If you moved to AZ, use that date.

- If **'No'**, the required State field and below warning message will appear.

Below alert appears when 'No' is selected:
Residing outside of Arizona? If you will not physically reside in Arizona when you take courses, then you will only be able to admit to colleges offering credit programs to residents of other states or out of the country.

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Click **PREVIOUS** to go back,

Click **SAVE & NEXT** to continue,

Or click **SAVE & EXIT** to return later.

| < PREVIOUS | SAVE & EXIT | SAVE & NEXT > |

Step 9   **Educational Background and Interests**
Are you seeking admissions under one of these special programs? (OPTIONAL)
- **Rio Salado** applicants are eligible to seek admissions under one of the special military programs.

- **Western Undergraduate Exchange (WUE)** applicants will see a message detailing the WUE program and are prompted to select a state.

DUAl Enrollment students are NOT seeking admissions under a special program. Leave blank

Step 10   **Educational Background and Interests**
Previous Education – information includes:
- Highest level of education completed
- High School Status
- Have either of your parents/guardian completed a Bachelor's degree

Currently enrolled in HS or **High School Diploma** will also be required to provide the following information:
- High School Country – if in the US a State field will appear.
- High School Name – if in the US and in the state of Arizona list of high schools will appear, or will default to 'Out of Country High School' if or 'Out of State High School' if applicable.
- Graduation Date or Expected Graduation Date

Dual Enrollment Students must select currently enrolled in HS

GED Certified will also be required to provide the following information:
- Certification State
- Certification Date

Home Taught, **No high school diploma, or GED** do have to additional fields to complete.

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Have either of your parents/guardian completed a Bachelor's degree? – Yes or No

Click **PREVIOUS** to go back,

Click **SAVE & NEXT** to continue,

Or click **SAVE & EXIT** to return later.

| Step 11 | **Choose Academic Career and College** – from the drop down menu complete the information:
● **Academic Career**
   ○ **Credit- Dual students select Credit**
   ○ Non-credit
   ○ Clock (Gateway only)
● **Primary College of Interest** – from colleges included in the dropdown menu. **Dual students select EMCC**
● '**When you plan to begin taking classes**' – from the time frames listed in the dropdown menu. **Dual students select Fall 2019** |

Step 3 - Choose Academic Career and College

If you are currently active at a college, it will be greyed out and you will be unable to select. Select an additional college to admit and proceed, or exit and go to my.maricopa.edu to login to your Student Center and enroll.

*Academic Career ⓘ
Select an Academic Career ▾

*Primary College of Interest
Select a College ▾

*When do you plan to begin taking classes?
Select Expected Start ▾

Which academic career should I choose?

Credit - Credit classes are classes which can be taken for college credit (for use in earning a degree or certificate, for transferring to another institution, etc.).

Non-Credit - Non-Credit (Community Education) classes cover subjects related to leisure, lifestyle, and special interests. Courses range from single-day seminars up to six-week classes. Non-credit classes do not earn credits applicable towards degrees or certificates.Browse non-credit classes.

Clock - Clock-based certificates are career and technical education training programs that offer hands-on learning in a simulated workplace environment. These programs are offered at GateWay Community College.

| Step 12 | **Primary Reason for attending and academic plan** options will vary based on information provided in the prior steps.

If '**Credit**' is select as the **Academic Career** you will be required to complete '**Select a primary reason for attending this college**' and '**What degree/certificate (academic plan) do you intend to earn?**' – the following are the options:

● **Earn a degree/certificate to enter or advance in the job market:** Go to Step 13
● **Earn a degree/certificate for transfer to another college or university:** Go to Step 13
● **Current high school student taking courses (dual or concurrent enrollment):** the academic plan field defaults to "Dual/Concurrent Enrollment". **DUAL Student DO NOT CHANGE.**
● **Current university student taking courses to meet university requirements:** the academic plan field defaults to "UniversityᴿRequirements". |

*Academic Career ⓘ
Credit ▾

*Primary College of Interest
Chandler-Gilbert Community College ▾

*When do you plan to begin taking classes?
Spring 2018 ▾

Which academic career should I choose?

Credit - help text about what credit means
Non-credit - help text about what credit means
Clock - help text about what credit means

*Select a primary reason for attending this college:

○ Earn a degree/certificate to enter or advance in the job market
○ Current high school student taking courses (dual or concurrent enrollment)
○ Take courses to transfer (do not intend to earn a degree/certificate)
○ Take courses to apply to a degree/certificate at another Maricopa Community College

○ Earn a degree/certificate for transfer to another college or university
○ Current university student taking courses to meet university requirements
○ Take courses for job skills (do not intend to earn degree/certificate)
○ Personal Interest/Non-Degree

*What degree/certificate (academic plan) do you intend to earn?
Dual/Concurrent Enrollment ▾

*What degree/certificate (academic plan) do you intend to earn?
University Requirements ▾

*What degree/certificate (academic plan) do you intend to earn?
Non-Degree - Transfer ▾

- **Take courses to transfer (do not intend to earn a degree/certificate):** the academic plan field defaults to "Non-Degree – Transfer".
- **Take courses for job skills (do not intend to earn degree/certificate):** will manually be able to select an Academic Plan that will include NON and PRP plans but **will not** include 7110N, 7111N, 7900N, 7112N, 7152, and 7120N. Go to Step 13.
- **Take courses to apply to a degree/certificate at another Maricopa Community College:** the academic plan field defaults to "Transfer Credits".
- **Personal Interest:** the academic plan field defaults to "Personal Interest".

Clock students will default to **'Earn a degree/certificate to enter or advance in the job market'** and **'Career and Technical Certificates'** – Go to Step 13

Non-Credit students will not see the Academic Plan section and will select **ADD PROGRAM TO MY APPLICATION** – Go to Step 14

*What degree/certificate (academic plan) do you intend to earn?

Select an academic plan
Select an academic plan
English as a Second Language
Enhance Job Skills
Non Degree Seeking

*What degree/certificate (academic plan) do you intend to earn?

Transfer Credits

*What degree/certificate (academic plan) do you intend to earn?

Personal Interest

Step 13	**Select a Degree/Certificate for attending this college**

 Credit students who select **'Earn a degree/certificate to enter or advance in the job market'** OR **'Earn a degree/certificate for transfer to another college or university'** shall be able to select one of the following:
- **University Transfer/Associate Degrees:** will manually be able to select an Academic Plan that will include AGS, GEC, AS, AA, AB and academic plan 7200 – Engineer Core.
- **Career and Technical Associate Degrees:** will manually be able to select an Academic Plan that will include AAS.
- **Career and Technical Certificates:** will manually be able to select an Academic Plan that will include CCL and CCT.
- **Academic Certificates:** will manually be able to select an Academic Plan that will include AC.

*Select a primary reason for attending this college:

- Earn a degree/certificate to enter or advance in the job market
- Current high school student taking courses (dual or concurrent enrollment)
- Take courses to transfer (do not intend to earn a degree/certificate)
- Take courses to apply to a degree/certificate at another Maricopa Community College

- Earn a degree/certificate for transfer to another college or university
- Current university student taking courses to meet university requirements
- Take courses for job skills (do not intend to earn degree/certificate)
- Personal Interest/Non-Degree

*Select a Degree/Certificate for attending this college:

- University Transfer/Associate Degrees
- Career and Technical Certificates
- Career and Technical Associate Degrees
- Academic Certificates

*What degree/certificate (academic plan) do you intend to earn?

Select an academic plan

If you believe your catalog year qualifies for a program not listed, please contact Admissions, Records & Registration/Enrollment Services at the college you plan to attend.

Click **ADD PROGRAM TO MY APPLICATION** to continue,

Or click **CANCEL AND SHOW MY PROGRAM SELECTION** to see your current programs.

ADD PROGRAM TO MY APPLICATION	CANCEL AND SHOW MY PROGRAM SELECTION

Step 14   **My Colleges and Programs –** review your current colleges and programs
- **Select Yes, I'm ready to finish my application** to proceed, or
- **No, I want to add another college and program** to return to **Choose Academic Career and College**

Click **PREVIOUS** to go back,

Click **SAVE & NEXT** to continue,

Or click **SAVE & EXIT** to return later.

Admissions Home > Welcome > My Programs

My Colleges and Programs

Term	College	Program of Study	Type	Status	Action
Spring 2018	Mesa Community College	Engineering Core	Credit	Plan to Admit	Delete
Spring 2018	Mesa Community College	Non-credit	Non-credit	Plan to Admit	Delete

Are all of the colleges and programs for your application shown above?
⦿Yes, I'm ready to finish my application
◯No, I want to add another college and program

| PREVIOUS | SAVE & EXIT | SAVE & NEXT > |

Step 15   **Requirements and Disclosures –** click the checkbox to acknowledge or review:

- **Financial Responsibility** – Maricopa Tuition and Fees and Refund Policy.

- **Clery Disclosure – the crime statistics report** for Maricopa Community Colleges

- **Verification of Lawful Presence** – students will select one of the following for your residency status:
  o United States Citizen
  o Legal Immigrant/Permanent Resident
  o Lawful Refugee or Asylee – required to enter their Alien registration number
  o Foreign Nonimmigrant with Visa – are required to enter home country, Visa type, and Alien Registration/I-94 number
  o Lawful presence otherwise documented

Financial Responsibility

Maricopa County Community Colleges Financial Responsibility Agreement
Review the Maricopa Tuition and Fees Policy

Review the Maricopa Refund Policy

*Acknowledgement of the above

☐   By checking this box, I acknowledge that I have read the Maricopa Tuition and Fees Policy and the Maricopa Refund Policy. I understand that I am responsible for all tuition and fees related to my enrollment in the Maricopa Community Colleges.

Clery Disclosure

For crime statistics report under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, please visit the MCCCD Public Safety Crime Awareness and Prevention website.

Read the Report

Verification of Lawful Presence

These questions are asked for the purpose of determining tuition. Pursuant to A.R.S. §§1-502, 15-1802, 15-1802.01, 15-1803, a person who is not lawfully present in the United States is not entitled to classification as an in-state/in-county student. All applicants for resident tuition and/or financial aid must submit documentation of the above status and any additional proof of residency to the admissions/enrollment services staff upon request. Applicants for resident tuition who fail to answer the questions below or to submit supporting documentation as requested are automatically assessed nonresident tuition. Any student who falsifies information used to establish residency for tuition purposes shall be required to pay full tuition and may be subject to dismissal from the college and/or criminal action. Refer to www.maricopa.edu/residency or the college catalog for residency guidelines.

*What best describes your residency status?
⦿ United States Citizen
◯ Legal Immigrant/Permanent Resident
◯ Lawful Refugee or Asylee
◯ Foreign Nonimmigrant with Visa
◯ Lawful presence otherwise documented
◯ None - I am not applying for in-state tuition

criminal action. Refer to www.maricopa.edu/residency or the college catalog for residency guidelines.

*What best describes your residency status?   Alien Registration Details for Residency
◯ United States Citizen   Alien Registration #
◯ Legal Immigrant/Permanent Resident
⦿ Lawful Refugee or Asylee
◯ Foreign Nonimmigrant with Visa
◯ Lawful presence otherwise documented
◯ None - I am not applying for in-state tuition

       ○   None - I am not applying for in-state tuition

> As an international student, you will be required to do a manual ID Verification prior to being able to register for classes. For more information, please contact your selected college's Admissions & Records Department.

*What best describes your residency status?
- United States Citizen
- Legal Immigrant/Permanent Resident
- Lawful Refugee or Asylee
- ● Foreign Nonimmigrant with Visa
- Lawful presence otherwise documented
- None - I am not applying for in-state tuition

*Country of Residence
*Select Country of Residence ▼   *Visa Type ▼
*Alien Registration/I-94 #
Find your I-94 Number Online

FERPA – give permission for the college to release directory information relative to your enrollment as per the Family Education Rights and Privacy Act of 1974?

FERPA (Tell me more about FERPA)

*Do you give permission for the college to release directory information related to your enrollment as per the Family Education Rights and Privacy Act of 1974?
- Yes
- No

Vehicle Emissions Agreement – Select I acknowledge the above statement or I do not park on campus.

Vehicle Emissions Agreement (Tell me more about Emissions Control Compliance)

Arizona requires that any vehicle allowed to park in any college parking lot must comply with the annual vehicle emissions inspection program. At the time of course registration every out-of-country and out-of-state student will be required to sign an affidavit stating that the student's vehicle meets the requirements of ARS §49-542. Vehicles that are not in compliance are subject to being towed at the owner's expense.

*In accordance with Arizona Statutes 15-1444 and 15-1449, I hereby certify that my vehicle as required by ARS §49-542 has passed a vehicle emissions test. I also understand that false certification of this affidavit constitutes a Class 2 misdemeanor in Arizona. If I fail to comply with the above, I understand that I am prohibited from parking on college property and my vehicle is subject to removal at my expense.
- I acknowledge the above statement
- I do not park on campus

Affidavit of Information – to indicate that the documentation submitted is true and complete.

Affidavit of Information

*Affidavit of Information
- ☐ By checking this box, I swear under penalty of perjury that the document(s) I will submit to determine lawful presence in the United States are true and the information I provide on the form is true and complete.

Click **PREVIOUS** to go back,

Click **SAVE & NEXT** to continue,

Or click **SAVE & EXIT** to return later.

< PREVIOUS   SAVE & EXIT   SAVE & NEXT >

Step 16

How to Submit Your ID for Authentication
ID Authentication can be submitted by clicking on either:
- Submit Online – refer to **New Applicant Online ID Verification** document for detailed steps.
- Submit as E-Form or In-Person – follow the link on the **Welcome to Maricopa Community Colleges** in Step 18.

How to Submit Your ID for Authentication

Maricopa Community Colleges require students to submit a valid form of identification. This allows us to confirm a student's identity and prevent identity theft.

Read through the list of acceptable forms of identification. View the complete list of acceptable IDs for identification authentication, as well as lawful presence and testing.

Students have two options for submission of identification.
1. If you plan to use a valid United States issued driver's license or identification card, select SUBMIT ONLINE below for real-time verification through our third-party vendor.
2. If you do not wish to have your id verified online, or if you plan to use any other type of identification, you can submit through MCCCD's E-Form* process. Select SUBMIT AS E-FORM OR IN PERSON and follow the link on the confirmation page. If you plan to submit in person*; please do so at any of our Admissions, Records and Registration offices.

*Please allow 3-5 business days for forms to be processed

< PREVIOUS   SUBMIT ONLINE   SUBMIT AS E-FORM OR IN-PERSON

Step 17

Then the **Choose New Password** screen displays. On this screen, the applicant will set their Student Center password. **Create a new password, meeting password requirements.**

Choose New Password

The final step in admitting to the Maricopa Community Colleges is to choose the password you will use with your MEID to access technology resources. The password you used during the admissions process is no longer valid.

Password Requirements

All of these requirements must be met:
1. Must be at least 10 characters long
2. Must contain character types from three of the following categories:
   - Uppercase (A, B, C, ...)
   - Lowercase (a, b, c, ...)
   - Numerals (0 through 9)
   - Special characters, such as ~ ` ! @ # $ % ^ & * - + = ( ) { }
3. Must not contain your first/last name or MEID

*New Password

*Confirm Password

SET PASSWORD

Step 18   The **Welcome to Maricopa Community Colleges** screen displays.   This screen contains:
- Confirmation message
- Student ID
- Username (MEID)
- Maricopa Email Address
- List of colleges receiving the application
- **Next Steps** section will outline any additional steps that must be done to complete their admission

DUAL Student-

Please mark down your Student ID number, User ID (MEID) and Password for future use or take a photo of this page with your mobile device. Please keep this information for your records.

Welcome to the Maricopa Community Colleges

Dear Kendall,

Congratulations and welcome to the Maricopa Community Colleges. The selected colleges have received your admission application and are listed below.

Print or write down your student account information, you will need these to register and seek support at your institution.

- MEID (User ID): You will use this to log on to all Maricopa Student tools:
- Student ID Number: You will use this when getting support from employees:
- Maricopa Email: @maricopa.edu

College	Phone #
Chandler-Gilbert Community College	(480) 732-7320

Next Steps

Your ID Verification was unsuccessful and still need to verify your identity
You cannot enroll in courses until you complete the identity verification process *online* or *in-person* at one of the Maricopa Community Colleges.

VERIFY YOUR IDENTITY ONLINE

To verify your identity in person, visit or call the Admissions & Records office at one of your selected colleges. They can assist you with the verification process or direct you to the nearest Maricopa Community College for assistance.

NOTE: Thank you for submitting your application. If you have successfully completed your application and the ID process using the online tool between 6am and 5pm, you can expect to be able to enroll in classes within 15 to 30 minutes. If you submit your application after 5pm, your account will not be ready for registration until after 6am the next day. Please check your email account for more information.
If you selected to submit in person or using the electronic form process, please allow 3-5 business days.

Important Alert Your application was received but a system problem prevented your Maricopa ID from being activated for logging into MCCCD systems. Do NOT hit the back button. Instead please take note of your MEID and in about 30 minutes you can reset your password at Manage My Account if you provided a Social Security Number during the admission process. If you elected not to provide it then you will need to contact Admissions & Records for assistance.

Step 19 **Verify your identity using an AZ Drivers License, AZ Instruction Permit or AZ State ID.**

Next Steps

1. Verify your identity. (please submit online or in-person at the college you applied to).

Government-issued photo ID such as State-issued driver's license and other forms of ID are accepted.

NOTE: You have been temporarily classified as an out-of-state resident for the purposes of assessing tuition and fees. A list of acceptable documents for establishing citizenship or legal status for tuition and fees is available under MCCCD Residency and Citizenship Resources. Please allow 3-5 business days for your identity and residency documentation to be reviewed.

2. Login and complete your my.maricopa.edu Student Center To Do List items.

Access your my.maricopa.edu Student Center to register for classes, view financial aid, complete to do list items, and more.

GO TO STUDENT CENTER

IF YOU WERE NOT ABLE TO VERIFY YOUR IDENTITY ONLINE USING YOUR AZ STATE ID, DRIVERS LICENSE OR DRIVERS PERMIT, COMPLETE THE FOllOWING STEPS.

If you have any difficulty submitting your application online, please call the 24/7 Toll Free Support line at **1-888-994-4433.**

How to Submit Your ID for Authentication/Lawful Presence

Maricopa Community Colleges require students to submit a valid form of identification for authentication. This allows us to confirm a student's identity and prevent identity theft. Students can submit their identification in-person at any of our Admissions, Records, and Registration offices, or online.

Follow the steps below to submit your identification securely through our online eForms system.

1. Use QR Code and to go to eForms. Login using your MEID and password **OR** go to **My.maricopa.edu** click on **Services** then select **Admissions and Records & Registration.** Select **How to Submit your ID for Authentication** and click on **Submit Identification and Log In using your MEID and Password.**

[Submit Identification](#)

2. Select your College or Skill Center from the drop-down menu.

3. Read through the list of acceptable forms of identification and then scroll down to the bottom of the page. Click here to view a complete list of acceptable IDs for identification authentication, as well as lawful presence and testing.

- Use a scanner or digital camera (such as a phone camera) to create a *color* file of your identification. Make sure the whole document is captured and clearly legible.

Note: Your form submission may be rejected if the image does not meet these requirements and you will be required to resubmit your identification.

4. Select the *Choose File* button to browse your files. Locate and select the image of your identification and then click the *Upload File* button.

Note: If you uploaded the wrong file, the /strong>*Delete File* button will be available for you to make any necessary changes.

5. Upload any additional files by repeating **Step 4. Each document is it own upload/attachment.**

MOST COMMONLY FORMS
• Current HS ID **AND** United States Birth Certificate (a hospital record/certificate and certified Abstract of Birth are not acceptable).
• AZ State ID, Drivers Permit OR Driver's License • USA Passport • Permanent Residency Card **AND** Arizona ID

6. Once you have uploaded all your identification, click the *Next* button.

7. You will be directed to the Electronic Signature page. Read the disclosure/consent article before signing. Type your name into the provided fields and then click the *Sign Electronically* button.

Note: If you do not wish to sign electronically, click the *"Opt Out and Print"* link. This will require you to submit your form in-person.

8. You have successfully submitted your form. Please allow 3-5 business days for the form to be processed.