

How to notify your college or university about your

Dual Enrollment credit

1. Go to, <https://my.maricopa.edu/> click on the student center icon and log in using your MEID and password
 - a. If you don't know your MEID and password click on log-in and you can then select forgot my MEID or forgot my password.
2. The first section on your Student Center page is *Academic*.
 - a. There is a drop down menu titled *Other Academic*. When you drop this down you can select *Official Transcript*.
 - b. Each transcript sent will cost you \$5.00.