

DUAL CREDIT STUDENT PORTAL

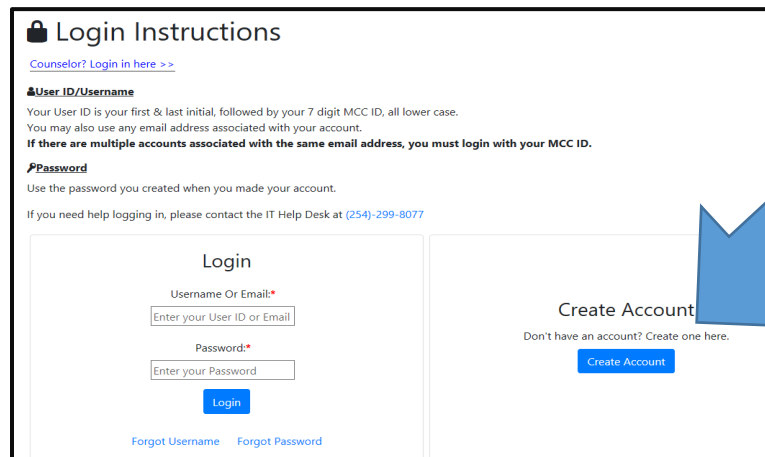
MCC High School Pathways Dual Credit

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 legal name
- Parent’s email address (not an MCC address)

New Students

Create an account.



1. Answer a few questions to verify that 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 (*) must be completed.

3. Make note of the password you created. 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 or 254-299-8937.

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. Submit Parent Information
 - ❖ Complete the information for the parent and submit.
 - ❖ Tell your parent to watch for an email from MCC with a parent consent form OR download the parent consent form at mclennan.edu/hs-pathways/index.html.
 - ❖ On the next screen, you may grant the parent access to your records.
3. Terms and Conditions, Title IX
4. Submit Dual Credit Schedule Request
 - ❖ You will choose from the dual credit courses approved by your district.
5. Dual Credit Orientation

Submit to MCC

1. Submit High School Transcript
2. Submit Relevant Test Scores
3. Submit Meningitis Vaccination Record
 - ❖ Vaccination record required **only** for classes on the MCC campus.
4. Receive College Advising
 - ❖ Needed for courses not on the pre-approved list (see dual credit website).
 - ❖ Needed for students planning on private or out-of-state colleges.

Feedback

1. Parental Consent Received
2. Receive High School Counselor Approval
 - ❖ Please allow your high school counselor time to review all requests.
3. Receive College Approval
4. Registration Comments
 - ❖ Check here periodically for issues that need to be resolved.
5. 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 or MCC, 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.

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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: Claudette Jackson, Acting Title IX Coordinator, 1400 College Drive, 254-299-8645, titleix@mclennan.edu.