

APPLICATION PROCEDURES

1

Complete an Admissions Application

Apply for admission online or by completing a printed admission application.

Online Application

- Go to www.mdc.edu. Click on **Prospective Students**, then click on the **Admissions** link, then **Apply to MDC** and simply follow the instructions.

Printed Application

- Paper applications can be obtained in the **CAP OFFICE** or downloaded from www.mdc.edu.
- Take or send the completed application with your \$20 fee (check or money order) to the **Admissions Office, Room 3101**. That's where you'll be issued your student number.
- Send your official high school or college transcripts to the **Admissions Office AT THE END OF THE YEAR**.

2

Apply for Financial Aid

AFTER JANUARY 1, 2012

Apply online at www.mdc.edu, then click on **Prospective Students** and click on the Financial Aid link on the left-hand menu.

- Click on **Apply for Financial Aid**- this link will take you directly to the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov.
- Remember to submit your Student Aid Report to the **Financial Aid Office, Room 3116**.
- Submit your FAFSA on the Internet. It is faster and cuts down on errors and delays in processing.
- The FAFSA is also required in order to apply for loans and scholarships.
- If you need help filling out the FAFSA see Mrs. Cuevas by appointment only. Please bring your parents' 2009 Income Tax Return.

3

Satisfy Your Placement Testing Requirement

Students Enrolling in A.A. or A.S. Programs

- Select MDC as a score recipient when you take the SAT or ACT, or present passing FCAT or ACCUPLACER (CPT) scores
- Take a copy of your SAT or ACT scores to the **Assessment Center, Room 5213**.
- Take the Computerized Placement Test (CPT) at the **Assessment Center, Room 5213**. No appointment is required.

S.O.C.R.A.T.E.S

Tutoring Services

**Miami-Dade College
Kendall Campus
Computer Courtyard, Room 2141
(305)237-0851**

- Can help you prepare for your CPT.
- Services Provided at Miami Dade or from the comfort of your home.

4

Establish Your myMDC Account

You must have your myMDC account to register and access College services.

- Go to www.mdc.edu/sis
- Click on Create Account.
- Follow instructions on the screen.

5

Access Your Student E-mail

- Miami Dade College is proud to offer you your own free MyMDC email account. The College will now be communicating with you only via this MDC e-mail account.
- You may access your new e-mail account through the student portal or at <http://email.mymdc.net>. Your username and password will be the same as the ones you currently use to login to the Student Portal.

6

Select Your Courses

New Students

- Schedule to attend a new Student Orientation.
- Schedule an appointment in the **New Student Center, room 3113**.
- Take your test scores to an advisor for help in selecting your classes.



7

Select Your Classes/Register Online

Create your class schedule with course reference numbers in one of the following ways:

- Look up open classes online at www.mdc.edu, then click on **Current Students**, Log into my MDC and **Register for Classes**.
- Register online at www.mdc.edu, and then click on **Current Students**, log into my MDC and **Register for Classes**.

8

Pay Fees on Time

- Pay fees by the deadline indicated on your class schedule.
- Retain your paid schedule for your records.