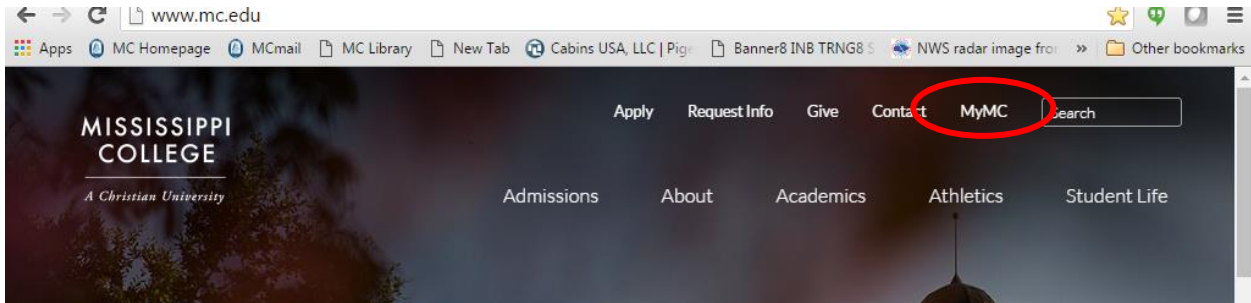


# Banner Web Registration Instructions

1. Go to [www.mc.edu](http://www.mc.edu) and click on MyMC.



## 2. Login to MyMC

### MyMC Login

Username

@mc.edu

Password

[LOGIN](#)

[Help](#)

### MCNet Account

- > [What is MyMC?](#)
- > [Student Account Lookup](#)
- > [Change Password](#)
- > [MCnet App Status](#)

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### Latest Status Information

@mcnetsupport 5/23/2016 9:02 am  
**All systems operational.**

[MCNET APP STATUS](#)

### 3. Click on Add or Drop Classes from the menu on the right

The screenshot displays the MyMC website interface. At the top, there is a navigation bar with the MyMC logo on the left and three buttons: 'UPDATE MY ADDRESS', 'CHANGE MY PASSWORD', and 'LOGOUT'. Below the navigation bar is a horizontal menu with the following items: Home, Academics, Student Life, Finances, Leland Speed Library, Human Resources, MC Alert, and Feedback.

The main content area is divided into two sections:

- Launch Pad:** A grid of seven tiles with the following labels: MC Mail, Banner, Housing Sign-Up, Moodle, Faculty Webpages, Student Account, and AppXtender.
- Faculty And Staff:** A list of links with right-pointing chevrons: Internal Resources, Faculty Webpage Editor, Summary Class List, Midterm Grades, Final Grades, Student Information Menu, Faculty and Advisors Menu, Pay Stub, Tax Forms, Employee Menu, and Enrollment Dashboard.
- Academic & Registration:** A list of links with right-pointing chevrons: Academic Catalog and Add or Drop Classes. The 'Add or Drop Classes' link is circled in red.

4. Select the Registration Term from the term box and click submit.



Personal Information **Student** F

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## Registration Term

Select a Term:  ▼  
Fall 2016  
Summer 2016

RELEASE: 8 7 1

5. Enter you 6 digit Alternate PIN number, obtained from your advisor, and press Submit

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**Personal Information** **Student** **Faculty Services** **Emp**

Search

## Alternate PIN Verification

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Please enter your Alternate PIN to access registration.

**Alternate PIN:**

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**6. You will be taken to this page to add or drop classes. Enter your CRN (Course Reference Number) for each class at the bottom of the page and then press Submit Changes.**

Add or Drop Classes

Jun 06, 2016 01:36 pm

Before adding courses, you must read the [Mississippi College Student Enrollment and Financial Agreement](#).  
By clicking "Submit Changes" at the bottom of this page, you acknowledge that you have read and accept the Agreement.

**Billing hours over 18 will result in additional tuition charges.**

To add a class, enter the Course Reference Number in the Add Classes section. If you attempt to add a class and receive a "Registration changes are not allowed ..." message, click here to start the LATE ADD process.

To drop a class, use the options available in the Action pull-down list. If the DROP action you desire is not available, click here to start the LATE DROP process.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
**Web Registered** on Mar 29, 2016	None	10001	ACC	201	AHY	Undergraduate	3.000	Normal	Elementary Accounting

Total Credit Hours: 3.000  
Billing Hours: 3.000  
Minimum Hours: 0.000  
Maximum Hours: 999999.999  
Date: Jun 06, 2016 01:36 pm

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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## 7. If you need to look up classes, click on the “Class Search” button at the bottom to locate the CRN

Add or Drop Classes Jun 06, 2016 01:36 pm

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### Add Classes Worksheet

CRNs
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<input type="button" value="Submit Changes"/> <input type="button" value="Class Search"/> <input type="button" value="Reset"/>

8. You may also view the Banner Class Schedule by choosing the Student Records menu, then Class Schedule.

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[Personal Information](#) **Student**

Search

## Student Records

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- [View Holds](#)
- [Midterm Grades](#)
- [Final Grades](#)
- [Academic Transcript](#)
- [Degree Evaluation](#)
- [Course Catalog](#)
- [View Student Information](#)
- [Class Schedule](#)
- [Apply to Graduate](#)
- [View Application To Graduate](#)
- [View Test Scores](#)
- [Order Official Transcript](#)

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9. You may view Book information for the classes you have registered by clicking the Registration menu and then View Book Information. Go to <http://www.bkstr.com/mississippistore/home> for more information about the Mississippi College Bookstore.

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Search  Go

## Registration

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- Select Term
- Add or Drop Classes
- Look Up Classes
- Week at a Glance
- Student Detail Schedule
- Registration Fee Assessment
- Registration Status
- Active Registration
- Registration History
- Concise Student Schedule
- View Book Information
- Schedule Planner

Create the perfect class.