**Complete an application if you are new to MCC or have NOT attended an MCC class in the last year**

## Information you will need:

- *YOUR* Social Security Number
- Birthdate, address and contact information.

- **Information you will need from your PARENT:** *(if you are under 23 and unmarried)*
- Has your parent/legal guardian lived in Colorado for 12 consecutive months?
- At this time does your parent/legal guardian intend to stay in Colorado?

 -**OR**-

**Information you will need for *YOURSELF*:**
*(if over 23 or married for at least 12 months)*

- Have you lived in Colorado for 12 or more consecutive months by the beginning of the semester that you are applying?
- At this time, do you intend to stay in Colorado?

Answering **"NO"** to above questions will classify you as a non-resident for tuition purposes.

- Go to www.morgancc.edu and Click on "**Apply**".
- Under **Step 1** click on "**Apply to MCC**".
- Click on **"Create Account"** to begin your application **OR** "**Log in"** if you are completing an application that has already been started.

Keep your log in information to log back into your MCC application if you do not complete it in one session and/or to access your S# (student ID number) upon completion.

- **Read each question carefully**, in order to make sure you are providing the requested information accurately for both you and your parent/guardian.

**For HIGH SCHOOL STUDENTS**, select 'YES'(unless you just moved to Colorado) for the following question: "Have you or will you have attended High School in Colorado for at least 3 years prior to graduation or earning a GED."

In the "Academic Plans" section, please select 'take courses for concurrent high school and college credit' in the drop box for "What is Your Primary Educational Objective".

- You will need to complete several sections of the application – **please read and complete all sections accurately**.

Residency questions are used to determine whether a student is eligible for in-state tuition, so questions regarding physical presence, intent to stay in Colorado, and high school attendance are crucial. If this information is not accurate, the student will be considered out of state and billed a higher tuition rate.

- The last question of the application asks about using the information you just completed to apply for the

   **College Opportunity Fund (COF).  Please select "YES".**

- When you have completed the application, you will see a confirmation page.
- Select "My Account" to obtain your Student ID or S#.  You may need to refresh the page.  Your S# should be generated within a few minutes.

S#: _____          **If you will be taking the Accuplacer test, be sure to bring this with you!**

# Helpful Hints
## when filling out your online MCC Application

- Be sure Social Security Number is entered correctly

- Be sure Date of Birth is entered correctly

- **Do NOT assume default answers are correct—make sure to read and answer each question**

- Be sure to select continue button at bottom of each page

- Answer "YES" to the COF question at the end of the application.

- You will know you are finished when the confirmation page appears

- To obtain your S# (student ID number) select "My Account" at the top of the page after confirmation page appears (Continue to refresh the page. S# should generate within a few minutes.)

## OR

- Log back into your application page and select "My Account"

- Students with common names may not have an S# immediately and may need to wait for their S# to arrive in a letter from MCC or contact your MCC Center for assistance.



**If you did not answer the final COF question with "YES", then you will also want to complete the College Opportunity Fund (COF) Application.**

- Submit the "COF" stipend application if you **have not** taken classes in Colorado since 2004. This can be done online at https://cof.college-assist.org/.

- Enter in your date of birth and then select "Next".

- Then enter in Student Identification Information. (ie: social security number; Please note: if you are a DACA student, there are special instructions.)

- Answer each set of questions and press the "Next" button.