Registration Guide

New and Returning Program Students
(Admitted to Associate Degree, Technical Diploma, or Certificate Program)

- Find out when you are permitted to register.
  - myMPTC > Student Tab > Admissions & Registration

- Check your registration status. Clear any “holds” to your student account such as library holds or accounts receivable holds. Confirm student status permits registration.
  - myMPTC > Student Tab > Student Tools > Registration Status

- View your Moraine Park degree audit to see a list of courses you have taken and courses you still need.
  - myMPTC > Student Tab > Student Tools > View Current Degree Audit

- Select courses that you need based on your Academic Planner. Make sure you have met the pre-requisites listed for each course.
  - myMPTC > Student Tab > Programs & Courses > My Program Information

- Search for classes, dates, and times from the on-line class schedule.
  - myMPTC > Student Tab > Student Tools > Look Up Classes

- Use the Registration Worksheets to help you plan your schedule.
  - myMPTC > Student Tab > Admissions & Registration > Registration Worksheets

- Once you have chosen the classes you need, register online.
  - myMPTC > Student Tab > Student Tools > Add or Drop Classes

- If you need assistance, there are several tutorials available.
  - myMPTC > Student Tab > Admissions & Registration > Self-Service Tutorials

- If you have other questions...

Just Ask!