**MCCC Fall 2025 Dual Enrollment Checklist**

* Apply to MCCC <https://www.monroeccc.edu/apply> Course(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* After reviewing and completing the DE form with your parents, please turn it into the Ida High School Office
  + Your counselor will review the course selection, attach a transcript, and submit it to MCCC Admissions.
  + If you need additional help with course selection, please make an appointment with your counselor.
* MCCC Student ID and MCCC Account Information
  + You will receive an acceptance email from MCCC to the e-mail you applied with. This will include important information such as your MCCC E-mail address and MCCC Student ID.
  + To Create the following MCCC accounts; email, Brightspace, & Webpal-there will be a meeting early June.
    - Be sure to check each of these accounts weekly once classes begin

* Orientation
  + MCCC Dual Enrollment Orientation is mandatory at MCCC. You can sign up for Dual Enrollment Orientation at [www.monroeccc.edu/](http://www.monroeccc.edu/orientation)dualenrollment.
* Testing/Accuplacer
  + If you need to take or retake an Accuplacer test. Contact the testing center (734-847-4144) https://www.monroeccc.edu/rctc/placement-testing.htm

* Calendar
  + Classes Start August 27th
  + Weather, Breaks, & Testing
  + Important MCCC Dates on the back

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* Books
  + Check out the Ida High School library for your college books first
  + Buy or rent your books. Keep your receipt for buy back or reimbursement.
    - MCCC Bookstore <https://monroeccc.ecampus.com/>
      * sign in-User name MCCC email
      * Password- MCCC Student ID
  + Book reimbursement forms and books are due to the librarian about two weeks after the class(s) ends.
  + If an access code is needed for your class, keep your receipt as you may receive a reimbursement at the end of the semester.
* Online/Blended Course(s)
  + If you are taking your first online course you will need to complete an orientation through Brightspace
  + Check the link for IMPORTANT information about your online/blended class:

[https://www.monroeccc.edu/online-courses/](https://www.monroeccc.edu/online-courses/summer)fall

* Course Selection/Transfer
  + Keep a copy of your course plan or MTA and review <https://www.transferology.com>
* Resources
  + Take advantage of MCCC resources like the library, Writing Center, Learning Assistance Lab, and Math Den
* High School Requirements
  + **Turn in your attendance sheets on time**

Remember you are a high school student first!



