

**PVCC: New Student ADVISING**  
*iStartSmart Advising*

Session Date: \_\_\_\_\_ Session Time: \_\_\_\_\_ Session Location: \_\_\_\_\_

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**What is *iStartSmart Advising*?**

- *iStartSmart Advising* is an **Academic Advising** Session that focuses on teaching you how to **choose courses** that fit your **academic goals**, how to utilize **my.maricopa.edu** to register for your courses, learn about degree and certificate requirements, and more. The session will be a max time of 90 minutes.

**Who is *iStartSmart Advising* for?**

- Students who have not attended any college.
- Students who have not successfully completed college coursework.

**What should I have completed prior to attending *iStartSmart Advising*?**

- Placement Tests in Math, Reading, and Writing
- Create your **MEID (username) and Password** – details on back
  - If you need assistance in creating this, please see the Information Center staff prior.

**What should I bring to my *iStartSmart Advising*?**

- A Photo ID
- Your MEID (username) and Password
- An idea of some courses that may interest you
- A positive attitude
- An expectation to be there until you finalize your enrollment. Max of 90 minutes.

**What will I do at *iStartSmart Advising*?**

- Learn about degree/certificate requirements.
- Learn about Arizona General Education Curriculum (AGEC).
- Register for your semester classes via my.maricopa.edu.
- Learn about the importance of academic planning.

If you need additional information or have questions, please call us at 602.787.7060 or  
Email us at [advising@pvmail.maricopa.edu](mailto:advising@pvmail.maricopa.edu).





# MAKING YOUR LIFE EASIER

## My.maricopa.edu

- | Find Classes | Enroll in Classes | View Your Schedule |
- | View Charges | Online Payment Options | Get Your Grades |
- | Request Transcripts | Update Contact Information |

**STUDENTS** It's easy to set up an online account and admit yourself to a Maricopa Community College. Just follow these simple steps:

### WHAT IS A MEID?

**MEID stands for Maricopa Enterprise ID. It is unique to you and is used to log into the Student Center at my.maricopa.edu.**

#### STEP 1

- Click **Need a MEID and password to login?** or **First time users start here** on my.maricopa.edu
- Check **I am a new student and have never attended any Maricopa Community College or Skill Center** or **I am a current or previous Maricopa Community College District student and need to set up my MEID account for the first time**
- Enter the **Code Word**
- Click **Next**

#### STEP 2

- Fill in **Identity Information**
- Click **Next**
- Verify information
- Click **OK** or **Edit** to correct any information  
If you receive a message that an account already exists, then skip to "Forgot Your Username"

#### STEP 3

- Select your gender, suffix (if this applies), enter your contact information and password
- Click **Next**
- Verify information
- Click **OK** or **Edit** to correct any information

#### STEP 4

- Enter your **Challenge Questions and Answers**
- Click **Submit**
- Write down your MEID and password (keep it in a safe place)

#### STEP 5

- Click **Login** on my.maricopa.edu
- Enter your **MEID (Maricopa Enterprise ID)**
- Enter your **password**
- Click **Sign in**

#### STEP 6

- Under **Admissions** click **MCCCD Admissions**
- Select College, Program, and Term
- Fill in the **Admissions Form**
- Begin to add **Classes**

**Note:** You will need to complete the Admissions steps for each College you plan to attend.

#### IF YOU FORGOT YOUR USERNAME...

- Click **Forgot Your MEID?**
- Enter your information. Click **Next**
- Your MEID will display, please make note of it

#### IF YOU FORGOT YOUR PASSWORD...

- Click **Forgot Your Password?**
- Enter your **MEID and Zip Code**
- Click **Next**
- If you have challenge questions, then answer the questions and click **Next**
- If you do not have challenge questions, then click **Setup challenge questions**  
*You cannot logon to my.maricopa.edu until you have setup challenge questions.*
- Enter your Information
- Click **Next**
- Enter your **password** in both fields and set your **challenge questions and answers**
- Click **Submit**