![Maricopa Community Colleges logo] **MARICOPA** COMMUNITY COLLEGES

Student Self-Serve
Course Selection Guide

Designed to help students just like you to navigate a variety of tools and resources in order to make a more informed decision about the classes to take each semester, as well as to plan and prepare for academic success.

HOW TO CHOOSE CLASSES AND REGISTER

Use the **Pathway Planner** tool to choose the right classes each semester and the **Supporting Resources** to create a more robust self-serve advising experience.
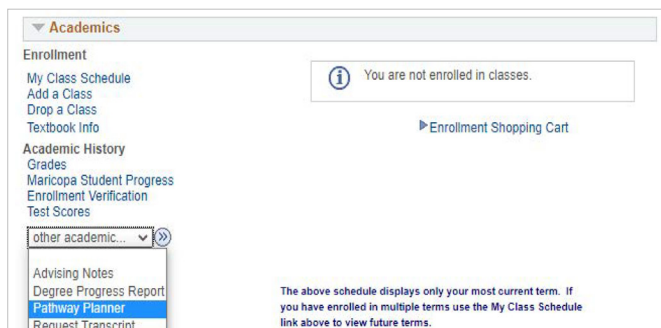
The information being provided is not intended to replace or substitute official academic advisement services or support.

Pathway Planner

Log in to the **Student Center**, navigate to the Pathway Planner tool, choose classes, and get registered.

Is the **Pathway Planner** Displaying?

Use the planner to view your required coursework based upon your declared program/plan in your Student Center.

1. Verify your college/program is correct at the top of the Pathway Planner. If it is incorrect, then change the selection accordingly. *Please note the first term generated is pulled from your first term of admittance to the college/programs. Before you change your plan see the Pathway Planner details in the Resources section before make a change to your plan.*

2. Navigate to the first term to view your course requirements (located under the unassigned section).

   a. If only one course is listed in the requirement line, then the Course Requirement column will automatically populate with the courses needed.

   b. If there are multiple course options listed in the requirement line, then you must make a course selection to populate the Course Requirement line.

3. Once a course is populated or selected for each course requirement line, then you are able to register for these courses.

4. Go to **Add a Class** by selecting the Pathway Planner under the Find Classes option. For more information on registering from the planner, click here.

Your course sequence may be impacted If you have transfer credits, course placement decisions, unofficial test credits, and in-progress courses at another Maricopa Community College. We recommend the **How-To Reference Guide** for more information. If you are using the Pathway Planner for the first time, you will benefit by consulting with an academic advisor at your college.

Is the Pathway Planner Not Displaying?

1. Navigate to **Degrees & Certificates A-Z**
2. Search for your program and college
3. Scroll to Course Sequence by Term
4. Select Full or Part-time status
5. Refer to courses listed in relevant term
6. Use **Find a Class** to review course offering
7. Record class number from Find a Class to register

8. Register for your selected classes by **Adding a Class**

Reminder: After registering for classes, be sure to make payment arrangements to hold your classes. If you do not, you may be dropped rom your classes due to non-payment. You can use the Finance Tab in the MyInfo App or in your Student Center under the My Payments section to take care of your balance due.

What does it mean to be **full-time vs. part-time?**
It's a matter of credits!

Full-time = 12 - 18 credits
Part-time = 11 or less credits (per semester/term)

Supporting Resources

The resources listed below will provide additional information while you are determining the courses to register. If you need to further support with determining your courses, we recommend you connect with an academic advisor at your college.

Enrollment Steps Worksheet

You may have already addressed each step of the enrollment process up until this academic advisement step. The worksheet is a way for you to keep track of your progress and other important information. By filling out this guide you'll remember where you left off in the enrollment steps.
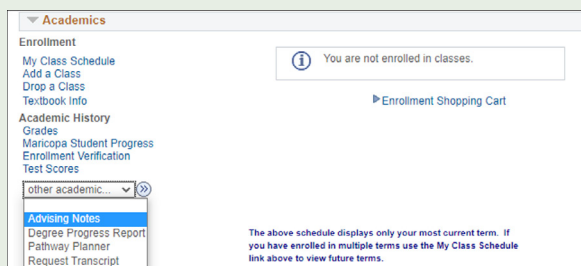
Placement Coach

Find course recommendations for English, Math, and Reading based on your High School GPA, ACT, SAT, or HSE/GED test scores.

Important Information: If you have a placement to-do list item, located in your Student Center, then you are required to satisfy course placement prior to registering for classes. If you do not have a placement to-do list item, then you can register for classes without needing to use this tool.

Advising Notes

Have you met with a Maricopa College Academic Advisor before? If yes, the advisor may have included notes and/or an academic plan in your Student Center. If there are notes available, you can reference them for more information to help you determine the courses you may need to take.

Maricopa Student Progress

If you have attended the Maricopa Community Colleges in previous semesters, your Maricopa Student Progress screen located in your Student Center will include all of your previous course history. This can be helpful to see what classes you may have already completed toward your degree plan.

Update My Plan

Does your current academic plan no longer match your education and career goals? If you would like to update your plan choice, use this tool to make the change.

Important Note: Plan updates are for future semesters only. By modifying your plan, the progress you have already made with your existing plan may be impacted. The update may take 1-2 weeks to reflect your change in the Pathway Planner. It is best to connect with an academic advisor at your college before you change to a new plan. If you are receiving veteran benefits or have financial aid, please discuss updating your major with those offices prior to making the update.

We Offer a Variety of Class Formats

ONLINE | LIVE ONLINE | HYBRID | HYBRID/VIRTUAL IN-PERSON

Rio Salado College student? Please refer to the Rio's Academic Advisement web page for specific details about Rio's process.

Transferring Credits?

AZ Transfer - See how your credits will transfer into Maricopa Community College and transfer out for AZ public colleges and universities such as ASU, NAU, UofA, etc.

Transfer Evaluation System - Check how your credits will transfer into the Maricopa Community Colleges from a non-profit, private AZ colleges and universities, as well as ones that are out-of-state.

Important note: These tools are just a guide and not a guarantee. Official transcript evaluations are required in order to transfer your credits. Important Information: If you have a placement to-do list item, then you are required to satisfy course placement prior to registering

for classes. If you do not have a placement to-do list item, then you can register for classes without needing to use this tool.

If you are looking for another specific student service, you can visit the Student Services web page to find more information and ways to connect with a representative at your college.

If you need assistance with using the guide, please contact a specialist at 480-784-0999. For specific advising questions, please contact an academic advisor at your college.

Chandler-Gilbert | Estrella Mountain | GateWay | Glendale | Mesa | Paradise Valley | Phoenix | Rio Salado | Scottsdale | South Mountain