

HOW TO ACCESS MyMC

There are user friendly instructions on the MyMC webpage. The initial User ID is your M#. Your M# is printed below the signature line of your WD&CE faculty contract letter. (If a student, your M# will be on the registration confirmation that you received from Customer Service).

- Go to: <https://mymcprod.montgomerycollege.edu/cp/home/displaylogin>.
- Click on the *Find your My MC ID* link just below the Log in and Password boxes.



- On the next screen, enter your M#, with a capitol M, into the ID box.

The screenshot shows a web browser window titled "User Login - Internet Explorer provided by Montgomery College". The address bar shows the URL "https://mcslb.montgomerycollege.edu/dadnormal_PROD/zwbi/wbi_P_ValLogin". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. Below the menu bar are buttons for Convert, Select, Favorites, Suggested Sites, and Web Slice Gallery. The main content area has a header banner with a collage of students and a "RAPTORS" logo. To the right of the banner, contact information is provided: "For help with credit course applications contact 240-567-5000, response@montgomerycollege.edu" and "For help with WD&CE non-credit applications contact 240-567-5188, wdce@montgomerycollege.edu". The main heading is "Montgomery College Account Management Services". Below this is the section "Find My MC ID". The instructions state: "Enter your M# and Date of Birth (MMDD) and click **Get My MC ID**." and "If you need assistance, please contact the IT Service Desk at 240-567-7222." There are two input fields: "M#:" with a note "(*M* followed by an 8-digit number)" and "Date of Birth:" with a note "(MMDD)". A "Get My MC ID" button is located below the input fields. At the bottom left, it says "RELEASE: 8.6.1" and at the bottom right, "powered by SUNGARD HIGHER EDUCATION".

User Login - Internet Explorer provided by Montgomery College

https://mcslb.montgomerycollege.edu/dadnormal_PROD/zwbi/wbi_P_ValLogin

File Edit View Favorites Tools Help

Convert Select

Favorites Suggested Sites Web Slice Gallery

User Login

For help with credit course applications contact
240-567-5000, response@montgomerycollege.edu
For help with WD&CE non-credit applications contact
240-567-5188, wdce@montgomerycollege.edu

Montgomery College Account Management Services

Find My MC ID

Enter your M# and Date of Birth (MMDD) and click **Get My MC ID**.

If you need assistance, please contact the IT Service Desk at 240-567-7222.

M#: (*M* followed by an 8-digit number)

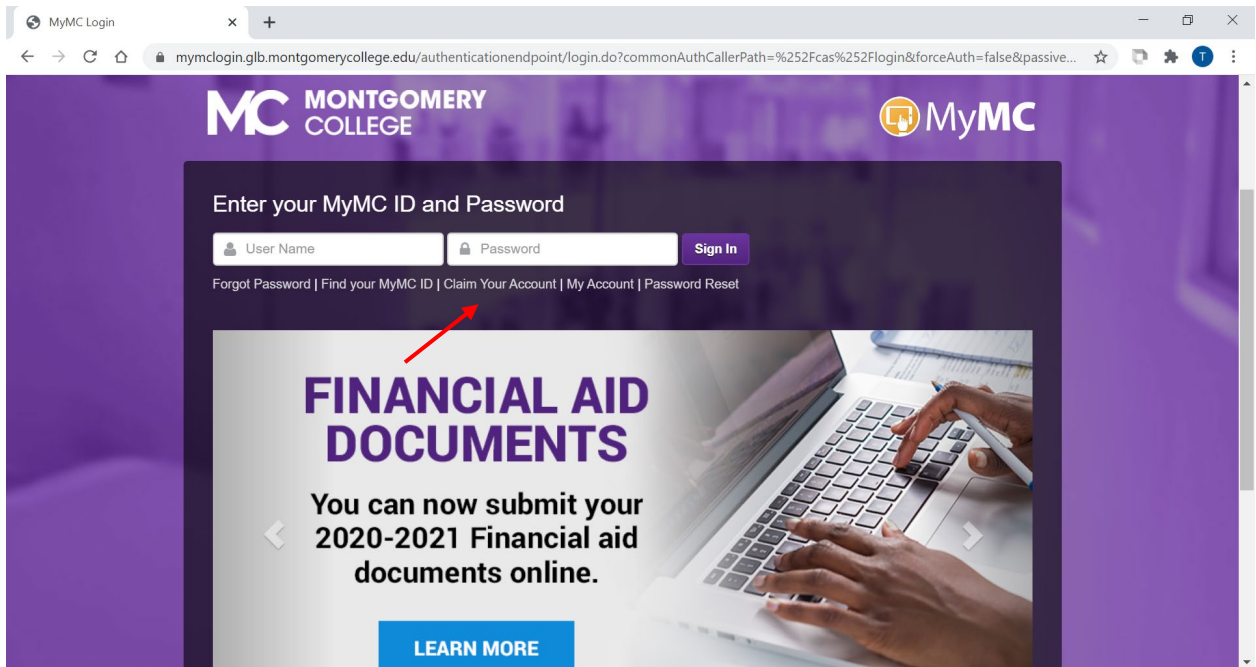
Date of Birth: (MMDD)

RELEASE: 8.6.1

powered by
SUNGARD HIGHER EDUCATION

- Enter your birthdate (DDMMYY format) into the Pin box.
- Click on *Get My MC ID*.
- You will then be issued a new My MC ID that you will use to enter the site. Your pin number will remain your birthdate.

- Once you have your My MC ID, you will need to “Claim Your Account” by clicking on *the Claim Your Account* link just below the Log in and Password boxes.



- Complete the form by inserting your My MC ID and password and check off the acknowledgement box.

The screenshot shows a web browser window titled "Montgomery College - Internet Explorer provided by Montgomery College". The address bar displays the URL "https://idm.montgomerycollege.edu/accountClaiming/claimAccount". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. Below the menu bar are icons for Convert and Select, and a Favorites section. The main content area has a header with the Montgomery College logo and the text "Help | My MC". The page title is "Montgomery College Account Management Services". The section "Claim Account" explains that this is a one-time process to activate secure access to college computer systems. It lists four steps: 1. Validate identity with My MC ID/Username and M#; 2. Read and agree to the Acceptable Use of Information Technology Policy (AUP); 3. Select account security questions and answers; 4. Create a new account password. The "Validate Account Identity" section prompts the user to enter their My MC ID/Username and M# (9 characters including the "M"). There is a checkbox for agreeing to the AUP, a "Next" button, and a "Main Menu" link. A "Top" link is in the bottom left corner.

Montgomery College - Internet Explorer provided by Montgomery College

https://idm.montgomerycollege.edu/accountClaiming/claimAccount

File Edit View Favorites Tools Help

Convert Select

Favorites Suggested Sites Web Slice Gallery

Montgomery College

Help | My MC

Montgomery College Account Management Services

Claim Account

This is a process that you will perform only once in order to activate secure access to Montgomery College computer systems. You will be asked to:

- Validate your identity by providing your My MC ID/Username and M#
- Read and agree to use College computer technology resources according to the terms of the [Acceptable Use of Information Technology Policy \(AUP\)](#)
- Select account security questions and answers for self-service and account management
- Create a new account password

Validate Account Identity

Please enter your My MC ID/Username and M#. Read and confirm that you agree to follow the Montgomery College AUP and click Next to proceed to the next step:

My MC ID/Username:

M#(9 characters including the "M")

☐ I have read and agree to use Montgomery College computer technology resources in accordance with the AUP.

Next

[Main Menu](#)

[Top](#)

Contact IT Helpdesk (240) 567-7222, if you encounter any problems.