



## Macomb Community College Dual Enrollment Process

1. Complete the UCS Dual Enrollment Application
2. **After** you are notified that you have been approved, you may then start your application process with Macomb Community College.
3. Apply to Macomb
  - Go to [www.macomb.edu/start](http://www.macomb.edu/start)
  - Create an Admission Account
  - Start and submit an application
  - Watch your email for your ID number and next steps.
4. Once you receive your student ID number, you will complete the admission steps for MCC. A link will be provided in the email to log into your Macomb Admission Account to work on the steps.
  - Complete New Student Orientation
  - Complete self-placement in Math and English
  - Make the Starting at Macomb (SAM) call 586-445-7999 option 2. Make sure you tell the counselor at MCC that you are a Dual Enrollment student.
  - You will get a few emails after you're admitted. One will include directions and a temporary password to activate your My Macomb Account. Follow the directions carefully.
5. When registration opens, you may register. Please go to: [Course Catalog - Ellucian Student Application \(macomb.edu\)](#) Please **do not** sign up for any additional classes. If you were approved for 1 class, you need to sign up for 1 class. Your 2<sup>nd</sup> choice was approved **ONLY** if you cannot sign up for your first choice.
6. When registering for classes, pay attention to class formats. On Campus: (**C**=Center Campus - **S**=South Campus - **E**=East Campus - **M**=MTEC); **O**=Online; **R**=Remote; **H**=Hybrid; **F**=Flexible Learning

If you have any questions regarding your Macomb account, please email Tracy Jones, Dual Enrollment Navigator at Macomb Community College. You can contact her via email: [jonest065@macomb.edu](mailto:jonest065@macomb.edu) or 586-226-4726.

\*Please note that Macomb's academic calendar is different from the UCS academic calendar. Make sure to check their website for updated class times and schedules.

\*When completing the Macomb Dual Enrollment application, please give permission and submit the **FERPA –Release of Information form.**