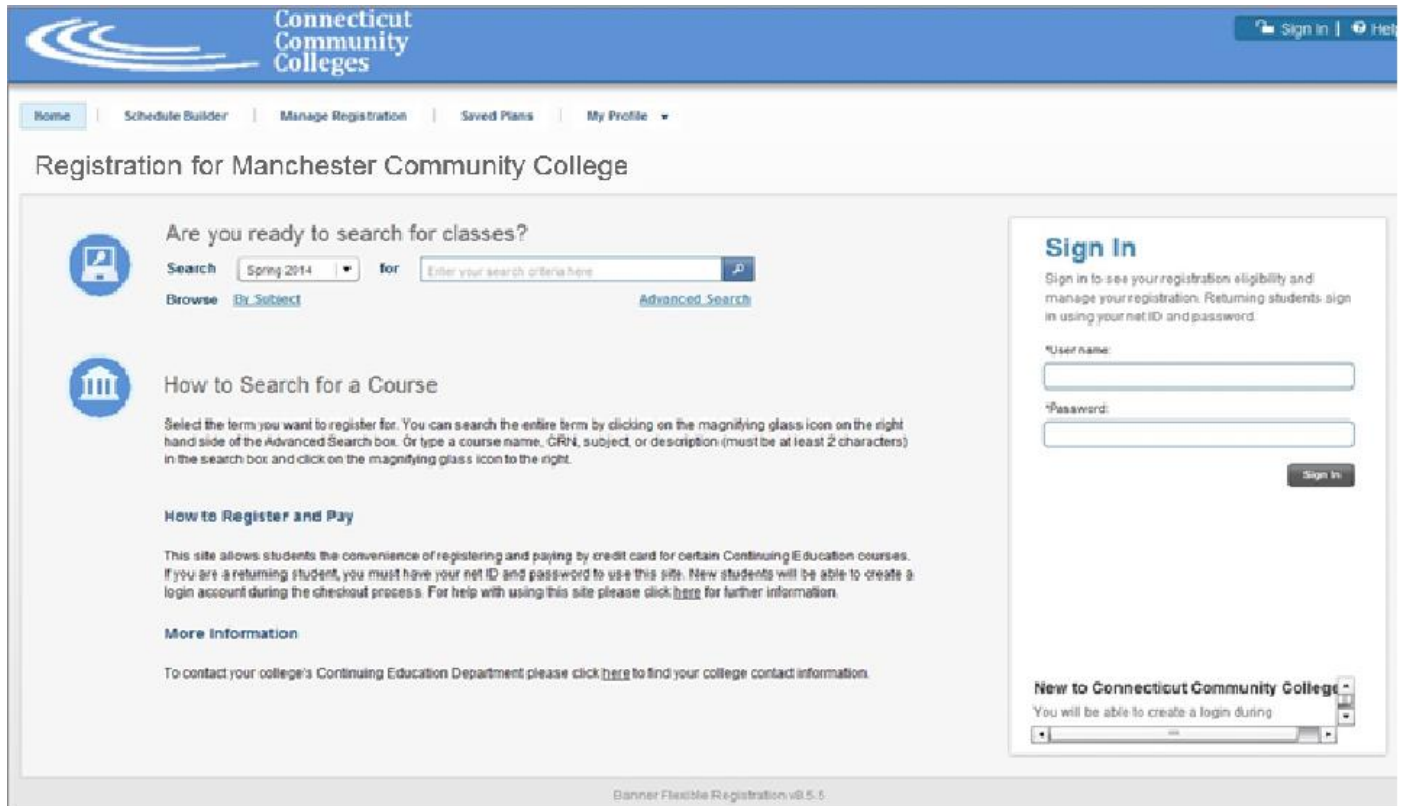


Welcome to MCC's Online/Flexible Registration For Credit-Free Courses



Connecticut Community Colleges

Home | Schedule Builder | Manage Registration | Saved Plans | My Profile

Registration for Manchester Community College

Are you ready to search for classes?

Search for

Browse [By Subject](#) [Advanced Search](#)

How to Search for a Course

Select the term you want to register for. You can search the entire term by clicking on the magnifying glass icon on the right hand side of the Advanced Search box. Or type a course name, GRN, subject, or description (must be at least 2 characters) in the search box and click on the magnifying glass icon to the right.

How to Register and Pay

This site allows students the convenience of registering and paying by credit card for certain Continuing Education courses. If you are a returning student, you must have your net ID and password to use this site. New students will be able to create a login account during the checkout process. For help with using this site please click [here](#) for further information.

More Information

To contact your college's Continuing Education Department please click [here](#) to find your college contact information.

Sign In

Sign in to see your registration eligibility and manage your registration. Returning students sign in using your net ID and password.

*User name:

*Password:

New to Connecticut Community College
You will be able to create a login during

Banner Flexible Registration v0.5.5

* IMPORTANT*

- Do not use your internet browser's BACK button while in Flexible Registration.
- Press OK to any security popups during the registration and payment process.
- MasterCard, Visa and Discover Cards are acceptable forms of payment.
- DO NOT log out until a final invoice and payment confirmation has been generated.

Step 1

If you are a returning student and know your MCC Net ID (@01234567) please sign in using your ID and password, otherwise go to *Step 2*.

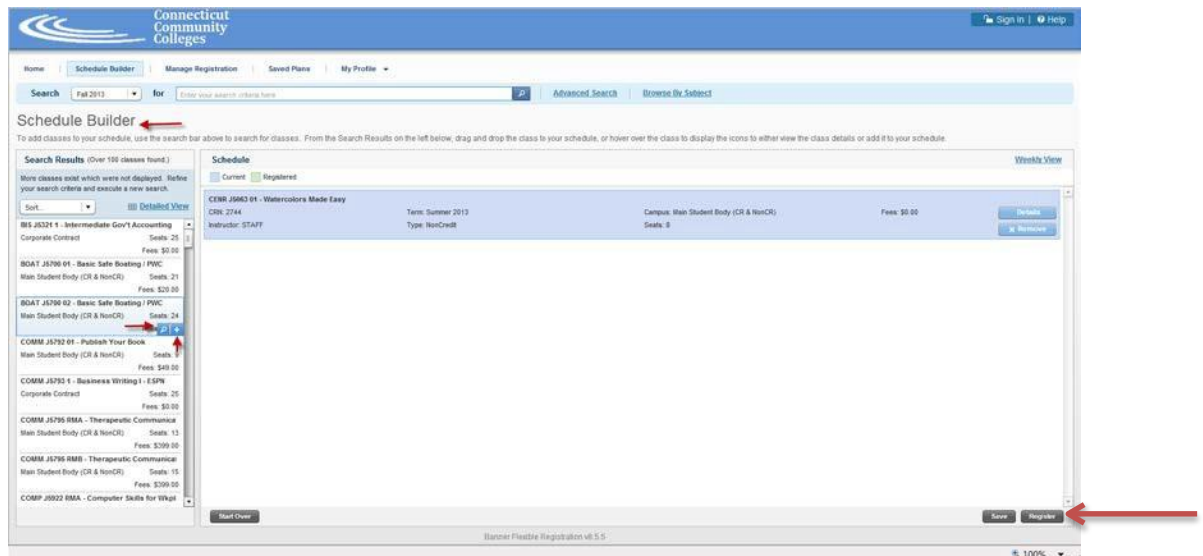
Step 2

Begin your course search by choosing a **Term** and clicking on the magnifying glass.



Step 3

Choose your class(es) from the available courses on the Schedule Builder. Drag or click on the “+” symbol to add a course to your Schedule/Cart. *NOTE: Course CRNs are visible in the “Detailed View.”*

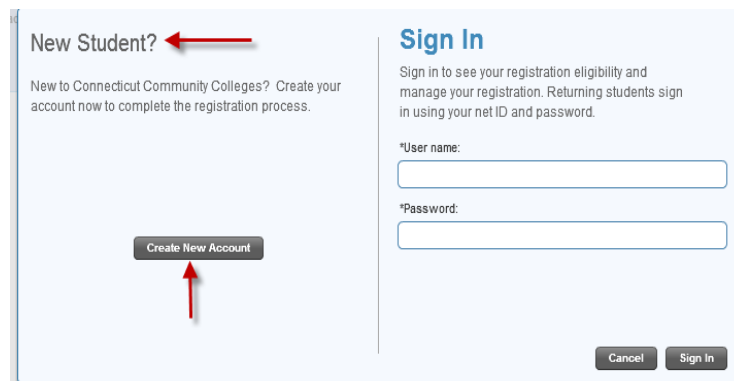


Step 4

Click “**Register**” when completed with course selection.

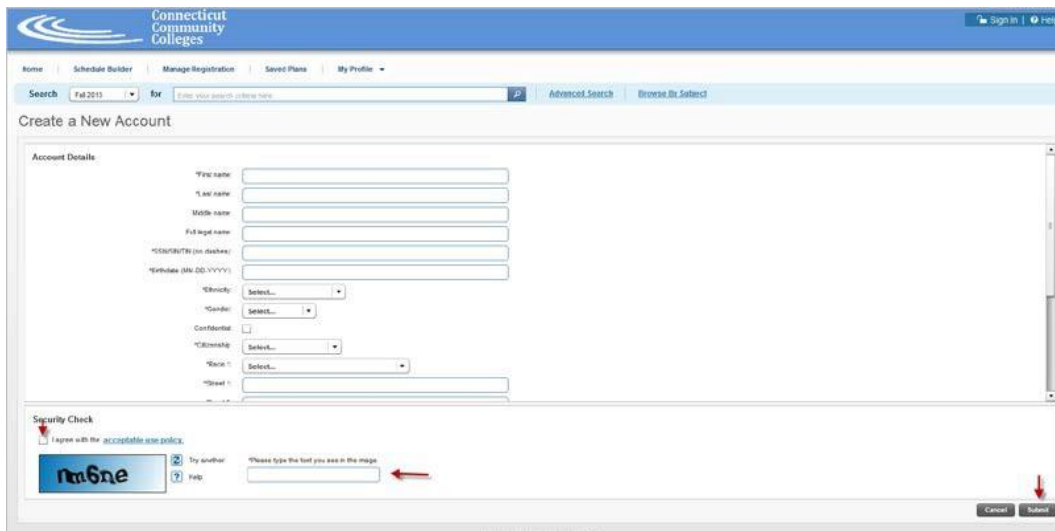
Step 5

If you are a new student to the Connecticut Community College System, do not have a Net ID and have not signed in, please create new account now by clicking on “**Create New Account**”.

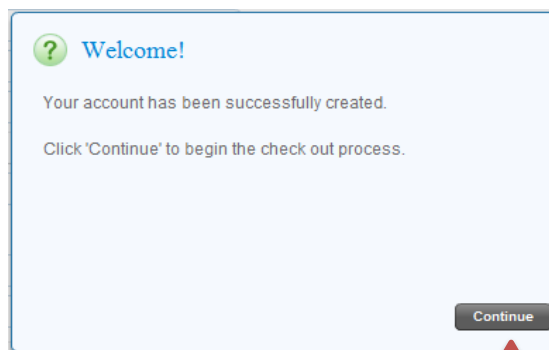


Step 6

To create a new student account, enter the required information and click “**Submit**”.



Once your account is successfully created, you will see the “Welcome!” popup:

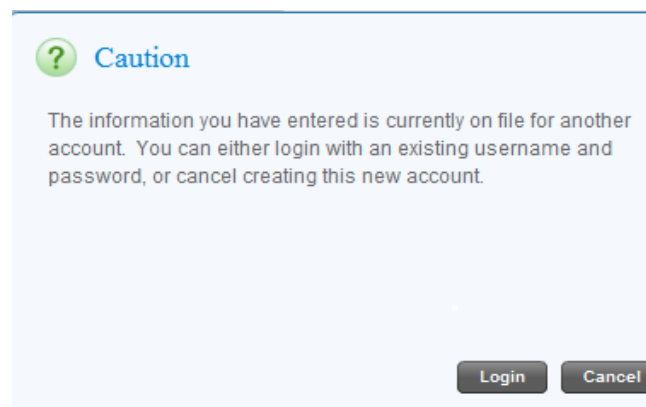


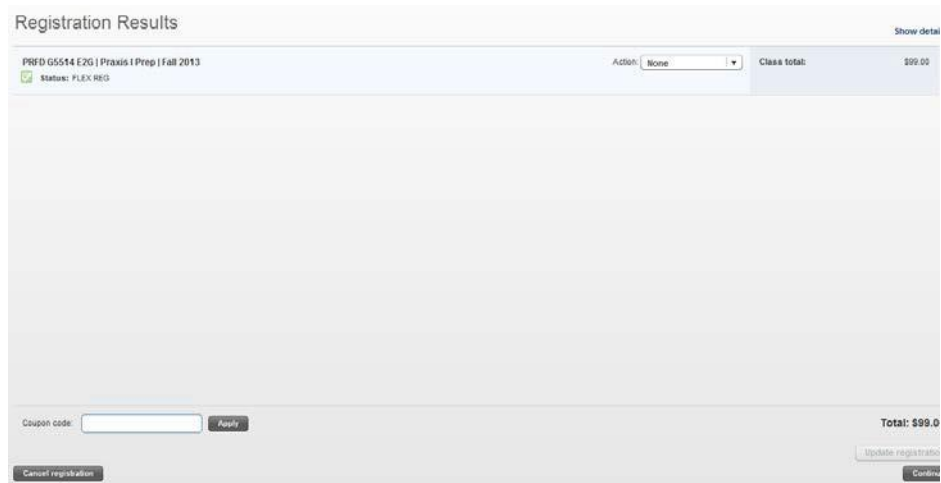
Step 7

Click **Continue** to complete the registration process.

If you do not receive the “Welcome!” page, it may be due to someone else having the same name as you do or some other exception or commonality.

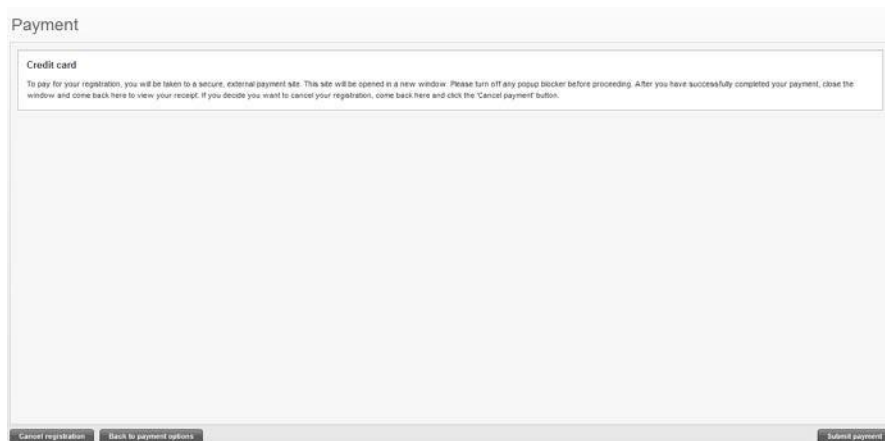
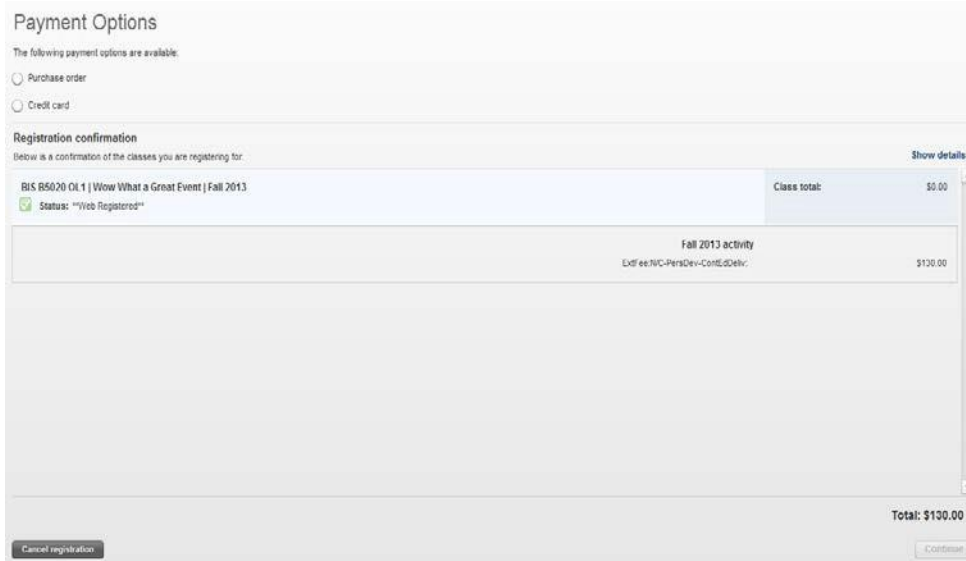
If you know your Net ID and password, select Login to sign in. If you need to check further, select **Cancel**. You will be re-directed to the biographical page where you can re-check what you’ve entered.





Step 8

Now you will be taken to the **Registration Results** screen. You can still drop a class from your shopping cart at this point. To complete your registration, click on **Proceed to Payment**.



At this point, you need to click through a series of screens indicating that you wish to go ahead, pay, and register for your course(s). After clicking **“Yes”** on the **External Payment Confirmation** popup screen, you will be redirected to MCC’s TouchNet Payment gateway.

The Connecticut Community Colleges accept MasterCard, Visa or Discover Card for credit card payment. On the first screen, enter the credit card information and click “Continue” to move on to the next payment screen.

Please enter the payment and billing information for the credit card you are using. Required information is indicated by an “*”. Please note that the email entered in the billing information section is where the payment receipt is sent. To submit your transaction details, click the “Continue” button at the bottom of your screen.

Amount and Method → Payment Information → **Submit Payment** → Payment Receipt


Submit Payment

Please review the transaction details, then submit your payment.

Description:	01618180-Wooten,Dezzie
Payment amount:	\$130.00
Payment type:	Credit Card
Card account number:	xxxxxxxx2222
Name on card:	Dezzie Wooten
Card expiration date:	0514
Credit card type:	Visa
Billing address:	61 Woodland Street
City:	Hartford
State/Province:	CT
Postal code:	06105
Country:	UNITED STATES
E-mail:	phyllisduseason@gmail.com

By clicking the "Submit Payment" button below, you are accepting the terms and conditions listed in the [Connecticut Community Colleges Policy Manual Section 6.5.5 Refunds of Tuition and Fees](#).

Submit Payment Change Cancel

©2002 - 2010 TouchNet Information Systems, Inc. All rights reserved. | TouchNet Privacy Policy
TouchNet is a registered trademark of TouchNet Information Systems, Inc. 

Details about the Connecticut Community College cancellation and refund policies can be found at:
http://bor.ct.edu/finance/ccpayment/contacts/refund_policy.asp

To complete payment, click the **"Submit Payment"** button at the bottom of your screen. You must complete the payment process to reserve your seat in the course or you will not be registered.

Amount and Method → Payment Information → Submit Payment → **Payment Receipt**

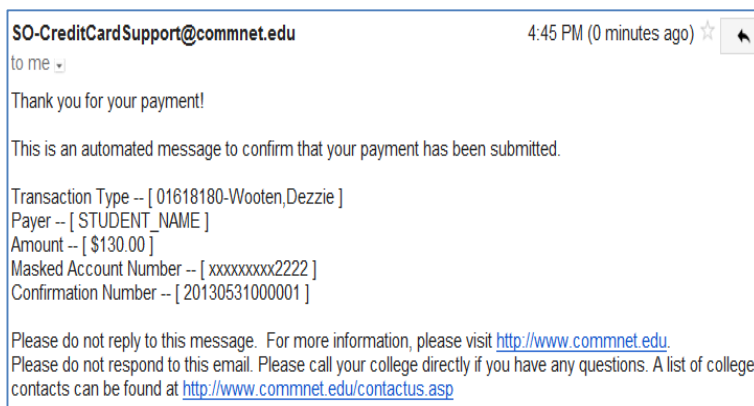
Payment Receipt

! Your payment in the amount of \$130.00 was successful. A confirmation email was sent to phyllisduseason@gmail.com. Please print this page for your records, then click Continue to complete your task in progress.

Confirmation number:	20130531000001
Payment date:	Friday, May 31, 2013 3:45:43 PM CDT
Description:	01618180-Wooten,Dezzie
Amount paid:	\$130.00
Paid to:	Connecticut Community Colleges 61 Woodland Street Hartford, CT 06105
	http://www.bor.ct.edu/finance/ccpayment/contacts/default.asp
Account number:	xxxxxxxx2222
Name on card:	Dezzie Wooten
Credit card type:	Visa
Authorization code:	154527
Transaction type:	Purchase
Card not present for this transaction.	

Print Continue

Please print your Payment Receipt for your records.



A confirmation email will be sent to the email address you entered in the billing information section.

You have successfully registered for a non-credit online class. Your Final Invoice will display. You have the option to print it or navigate back to the Home page.

Search Summer 2013 for [Advanced Search](#) [Browse By Subject](#) [Banner Self-Service](#)

Final Invoice

Your registration is complete. Please print this page for your records by clicking the 'Print' button at the bottom right of this screen.
An email confirmation has been sent to the email account provided.

Name: GokB Lecks
Payment method: Credit card
Date: Jun 20, 2013

Schedule

SPIN M7252 01 | Kids Books
 Term: Summer 2013 CEU hours: 0.000
 CRN: 2253 Grade mode: Non-Credit
 Schedule type: NonCredit Course level: AaCC Non-Credit
 Instructor: STAFF

Start date	End date	Days	Start time	End time	Campus	Building	Room
Jul 20, 2013	Aug 30, 2013	F	8:30 AM	4:00 PM	Main Student Body (CR & No	Main Campus	

Invoice 00002201

SPIN M7252 01 | Kids Books
 Class fees
 ExtFee/N/C-PersDev-ContEd/Deliv: \$87.00

Other Items
 Summer 2013 activity
 Post-Web Credit Card (Op Fund) -\$57.00

[Go back home](#) [Print](#)