



How New Students Register for MCTC Dual Credit.

Step 1: All **new** dual credit students will need to complete an admission application through our website www.maysville.kctcs.edu. Please follow the directions in attachment “Steps to Applying and Registering” and then move to step two.

Step 2: Complete the online Dual Credit Enrollment Agreement form that can be found on our dual credit website: <https://maysville.kctcs.edu/admissions/information-for/dual-credit-enrollment-agreement.aspx>.

- You will find a list of approved classes on the “2020-2021 MCTC Dual Credit General Education Pathway”. Courses should list on the form by their course code. (Example: ENG 102, COM 252, HIS 109, etc.)
- Options for in person classes can be found at : <https://maysville.kctcs.edu/education-training/media/pdfs/mctc-spring-2021-class-schedule.pdf>

Step 3: Set up your user account and log onto your My Path by following the direction on the attached “Orientation Flyer”. **You will need to wait 24 hours after completing the admission application to set your account.** Get familiar with your MCTC email, Student Self-Service and Blackboard.

Step 4: You can order your books for online classes at <https://kctcs-vli.bncollege.com/shop/maysville-ctc/home?campusId=52065&userId=-1002&ddkey=httpABNCBMultiCampusPageCmd>. You can access your class schedule on your My Path under Student Self-Service. Some courses will have digital books/content that will be accessed through your class in Blackboard. The cost of digital books/ content is included on your tuition bill.

Make sure you check your MCTC college email often for communication from your dual credit advisor, your instructors and the college.

Don't forget to download the KCTCS app for easy access to all your college information!!!

Dual Credit Advisor:
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