

MyInfo | Student User Guide









MyInfo – a modern app with personalized student info

Students across Maricopa
Community Colleges can visit
myinfo.maricopa.edu for quick
access to personalized student
information without logging into
the Student Center.

Highlights

Access advisor information

View class schedules, including textbook information

Navigate to class locations with the **interactive map**

Track **financial aid** disbursement status and award amounts

Make a payment and see account information

View grades and transcript information

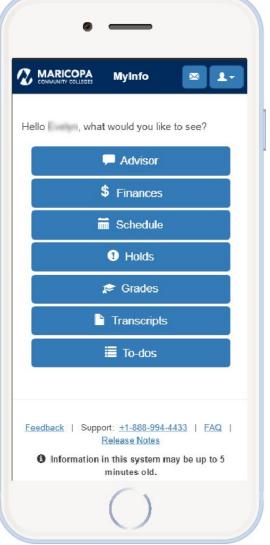
See to-dos and action required

MyInfo is now available for download on Apple and Android devices!











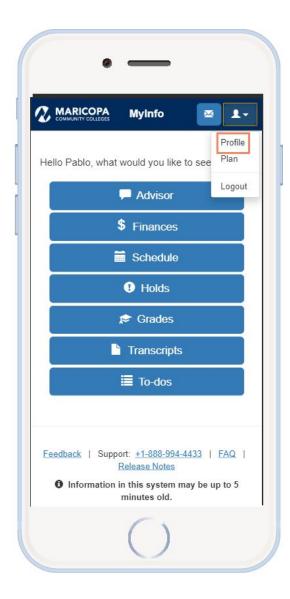
Profile

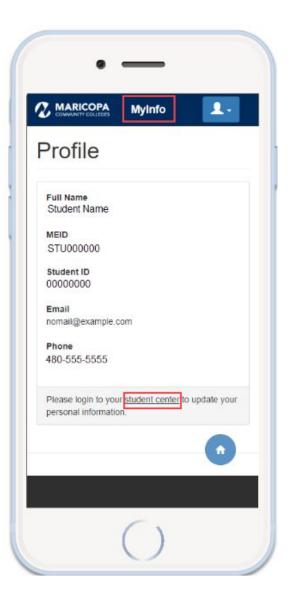
Profile View

Students can review their profile information.

Use **student center** to update personal information.

Click **MyInfo** to view the MyInfo menu.







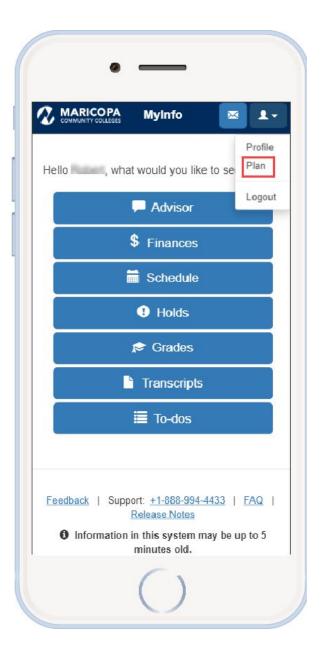
Plan

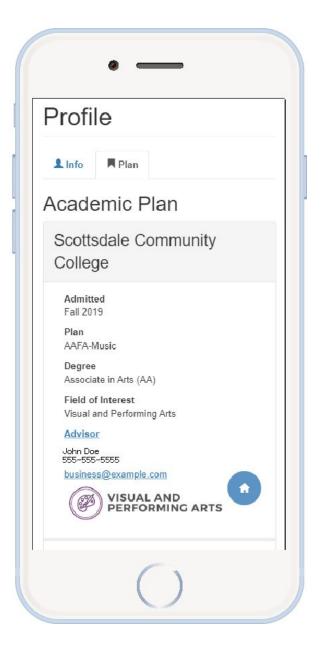
Plan View

Students can review their active academic plan information.

When assigned to an active plan, students can see their advisors and connect with them.

Click **MyInfo** to view the MyInfo menu.



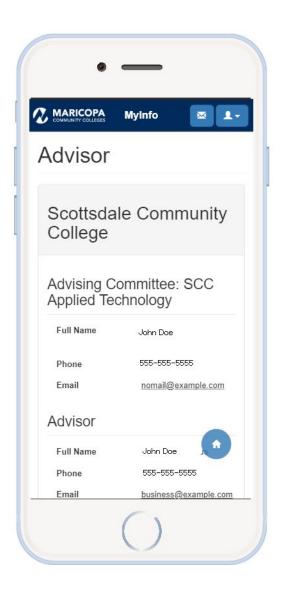


Advisor

Advisor

Students can easily access their Advisor information and quickly contact them through email or phone.

Advisor and Advising Committee contact information display when assigned to a student's program or plan.



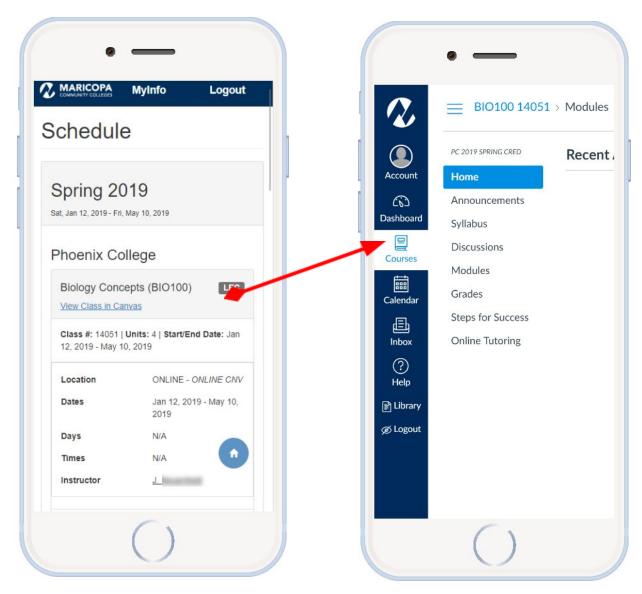
Schedule

Quick link to Canvas

Students can quickly get to the course in Canvas by clicking View Class in Canvas.

If a student is not logged into Canvas, they will be prompted to do so using their MEID and password.

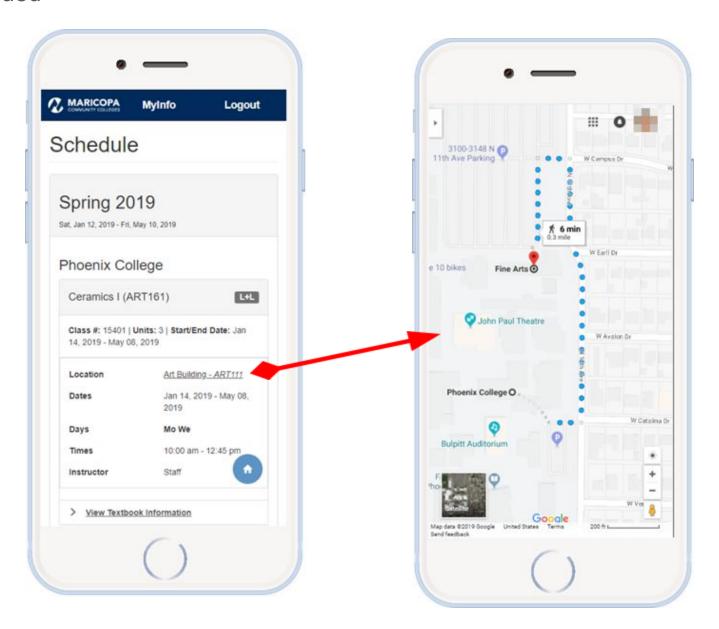
If the course is not in Canvas, the link will not display.





Interactive Map

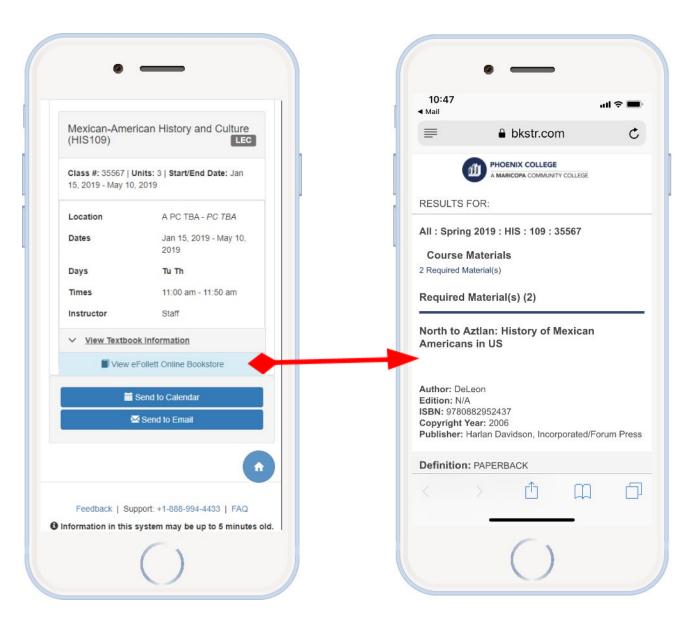
Students can click the class location to see where the building is on the campus and get walking or driving directions to the location.





Book Information

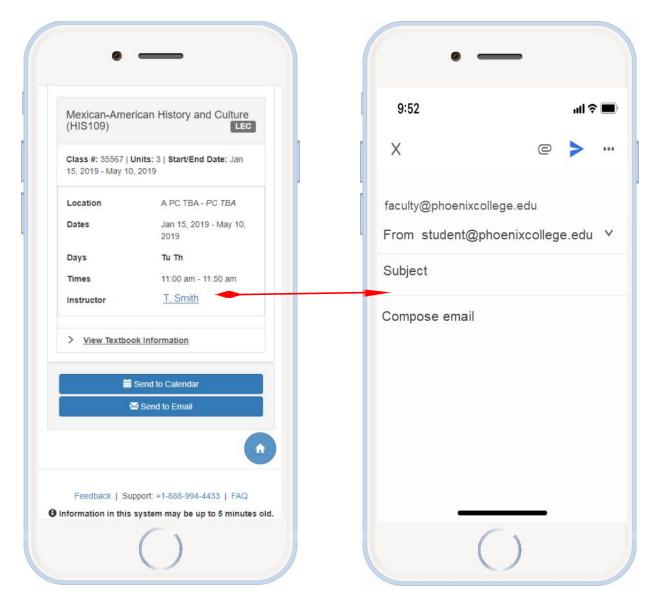
For each class, the student can go to the bookstore site to see all course materials.



Email Faculty

Students can quickly email the faculty member for each class without having to find their email address.

Students not already logged into their email will have to authenticate using their MEID.

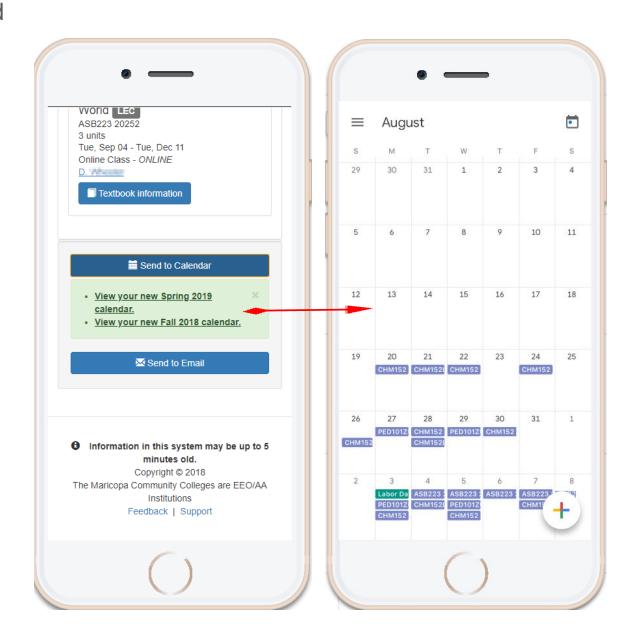




Add to Calendar

Students can click **Send to Calendar** to send their
schedule to their calendar
and are directed to their
student Google calendar.

Students not already logged into their calendar will have to authenticate using their MEID.



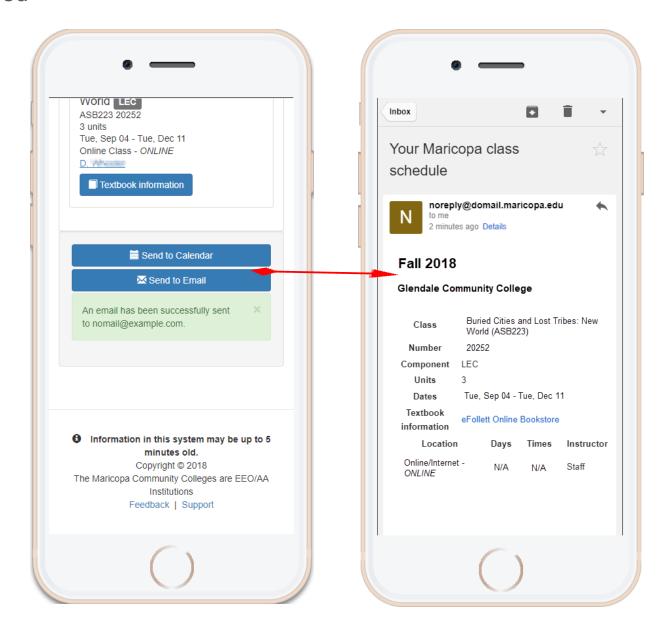


Email Schedule

Students can click

Send to Email to send
their schedule to their
student email account.

Students not already logged into their email will have to authenticate using their MEID.



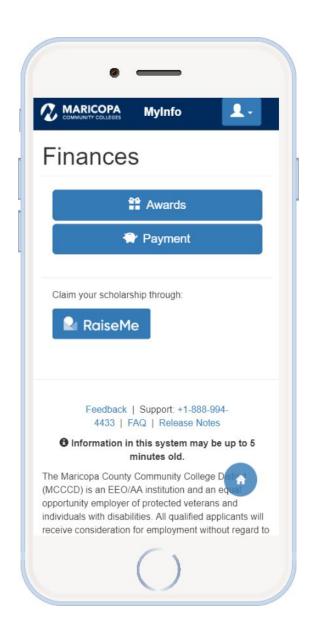
Finances

Awards and Payments

Students can view their Financial Aid awards from the *Awards* screen.

They can also check for balances on their account using the Payment screen.

Additionally, for information about transfer scholarships from universities for achievements in the community college, click *RaiseMe*.





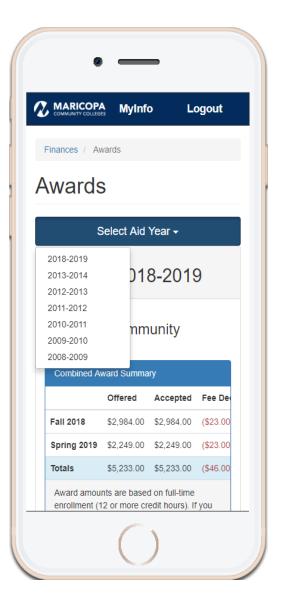
Awards - Available Financial Aid

Track Financial Aid

Students can see the award amounts in the Summary table.

They can also view previous year's award details using Select Aid Year.

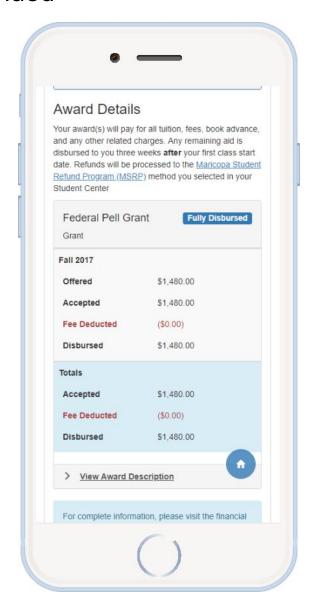




Available Financial Aid - continued

Financial Aid Status

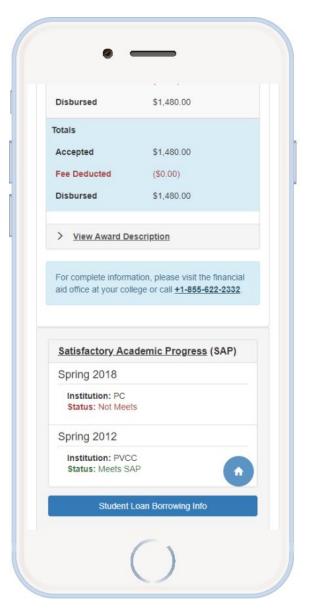
Students can stay up to date on the types of awards they receive and the status without having to call for an update.



Available Financial Aid - continued

SAP Status

Students can view their SAP status and learn more about borrowing loans.

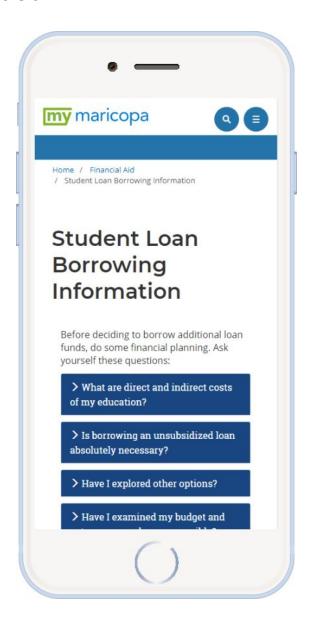




Available Financial Aid - continued

Loan Information

They can also learn more about borrowing loans by clicking **Student Loan Borrowing Info**. This will direct the student to the information on my.maricopa.edu.

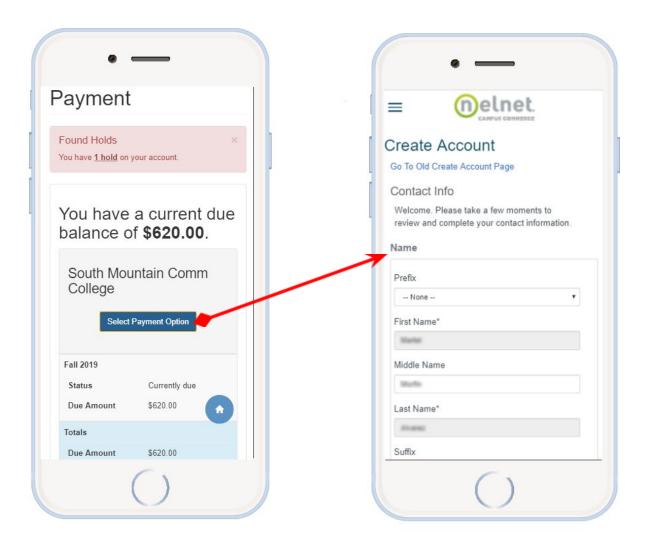


Payment

Pay Balance

Students make payments through NelNet.

Students go directly to NelNet because they are logged into MyInfo.



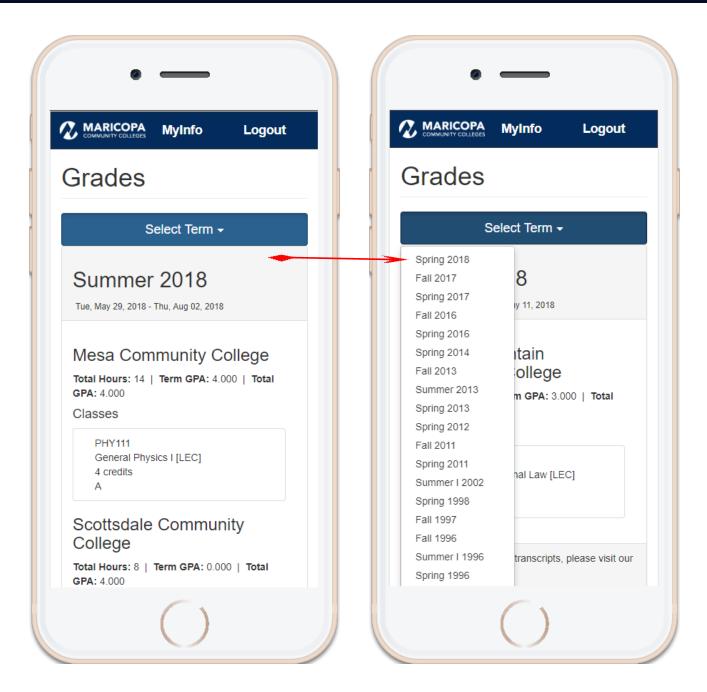


Grades

View Grades

Students can see their most recent grades.

If they have grades for multiple terms, they can use *Select Term* to view all available semesters.

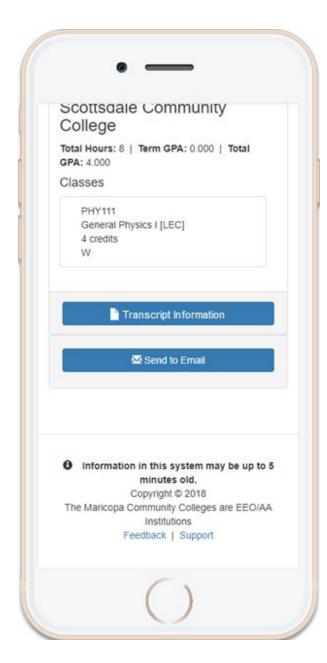


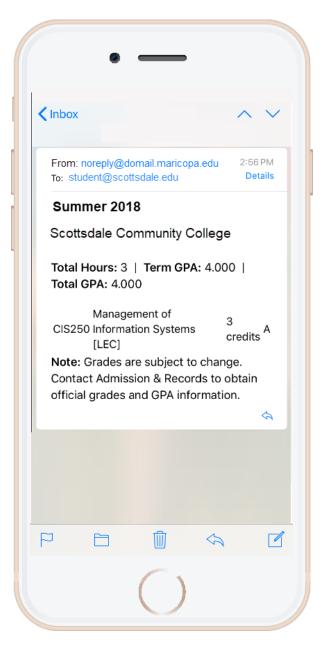


Grades - continued

Email Grades

Students can email their most recent grades to their email address on record.





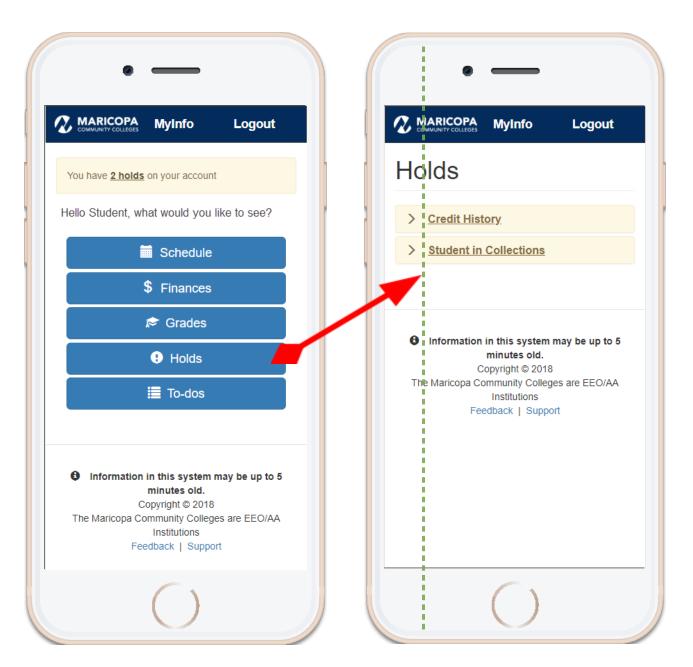


Holds

View Holds

Students that have holds on their account will see a message display when they login.

By going to the *Holds* page, the students can expand the hold(s) to read a description and steps to take to remove it.



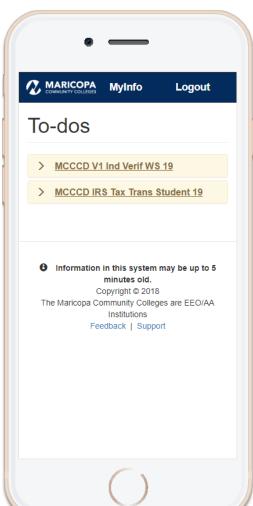


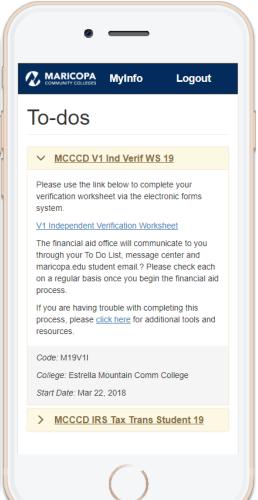
To-dos

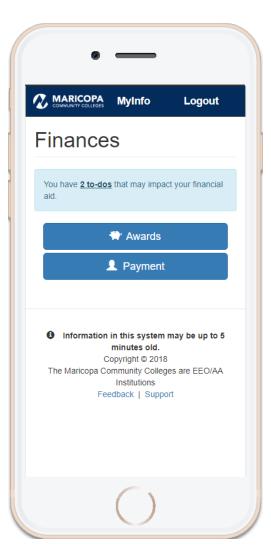
View To-dos

Students can view their To-do and expand the to-do to read a description and steps to take to complete it.

The To-dos also display at the top of the *Finances* screen as a reminder for the student that their financial aid might be impacted by not completing the to-dos.





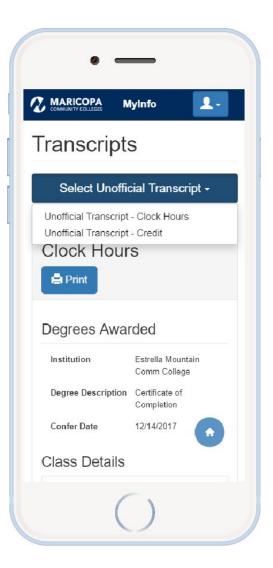




Transcripts

Request Transcripts

Transcript Information directs students to the *Transcripts* page on my.maricopa.edu for information about requesting official and unofficial transcripts.

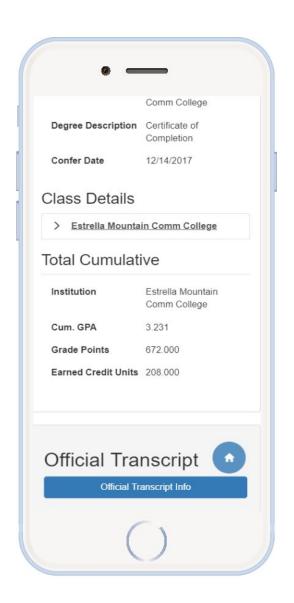




Transcripts - continued

Request Official Transcripts

To request an Official Transcript, click on **Request Official Transcript**.



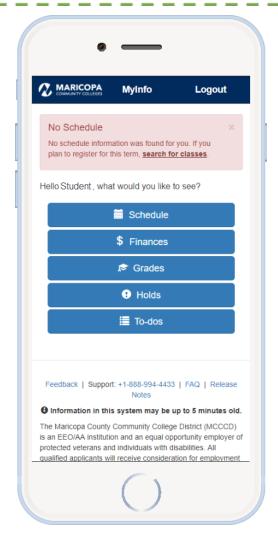


No Information Found Messages

| Keep in mind: all staff and faculty can login to MyInfo with MEID. If you have never been a student at or submitted an application to a Maricopa Community College, you will also see these following messages if you login to MyInfo.

Schedule

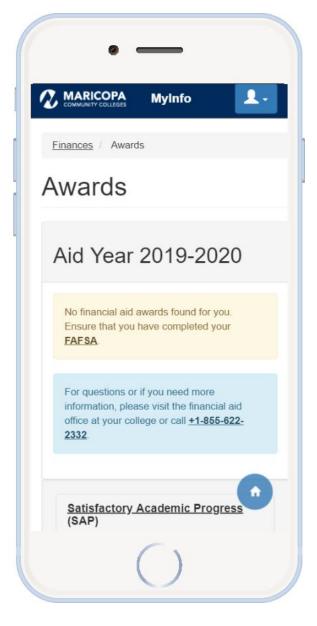
The message "no schedule information was found" displays if a student hasn't completed registration.

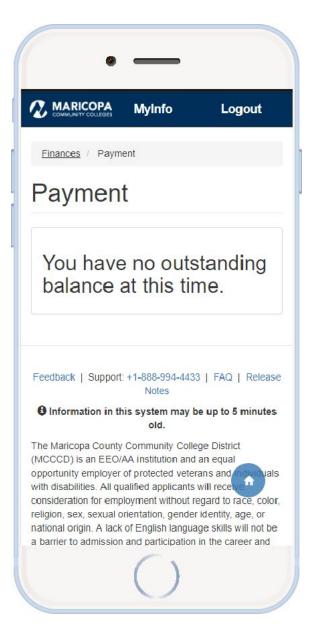




Finances

A student that doesn't have financial aid awards or an outstanding balance will see the "No financial aid awards found" message on the Awards screen and "You have no outstanding charges" message on the Payment screen.

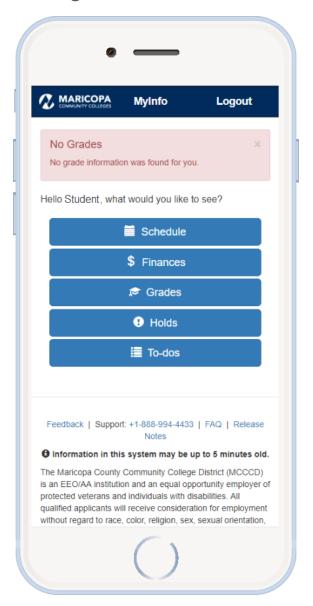






Grades

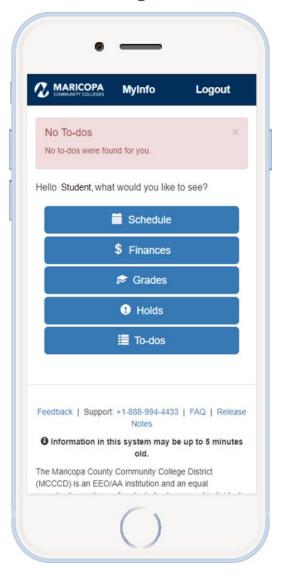
The "No grade information" message will display for students that have not completed registration or are first-year, first-semester students.

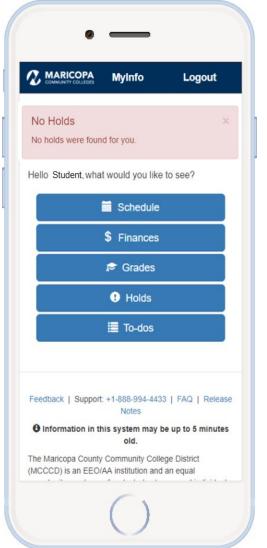




Holds and To-dos

A student that doesn't have holds or to-dos will see a "No holds" message on the *Holds* screen and "No to-dos were found for you" message on the *To-dos* screen.



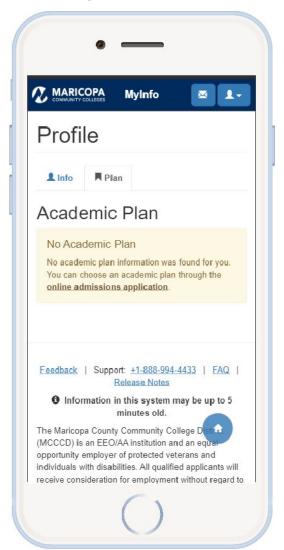




Plan View

If a student has not selected an Academic Plan, the No Academic Plan message displays.

When students in a program and/or plan WITHOUT an advisor or advising committee receive this message, the online admissions application link leads them to their colleges' respective Academic Advising website page.

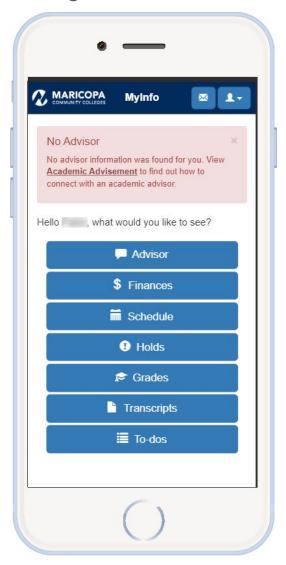




Advisor

The **No Advisor** message displays when a student without any active program or plan goes to the **Advisor** page.

The Academic
Advising link directs the student to the
Advisement Advisement site.

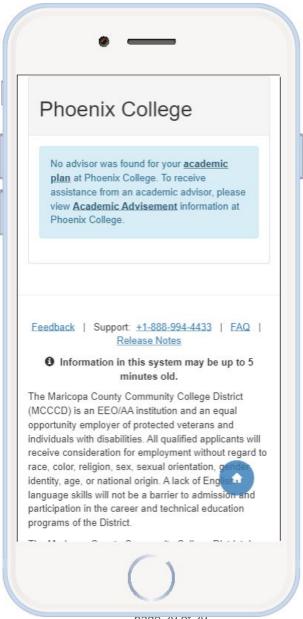




Advisor

The No Advisor Found message displays when a student without any active plan goes to the Advisor page.

The Academic Advising link directs the student to the Advisement Advisement site.



Download the MyInfo app and make student success happen.

MyInfo is a mobile-friendly app you can use to access your student information to help keep you on track!

Want to learn more about the new MyInfo and how to use it? Visit:

maricopa.edu/myinfo

