

# myACCESS

A new self-service web site for students.

Register for classes • View your schedule and grades • Check class availability • Make payments



**Beginning Monday, Feb. 23, 2009, follow these simple steps to set up and access your myACCESS account:**

1. Go to [myaccess.cod.edu](http://myaccess.cod.edu).
2. Click on *myACCESS* for Students.
3. Under User Account, click on the link "I'm new to *myACCESS*."
4. Follow the instructions on the web page. The system will then generate a *myACCESS* login for you and send a temporary password to the e-mail address on file.

**Beginning with Summer Semester 2009, student online services will be replaced by myACCESS.**

## myACCESS – FAQs

### **When will the new student system be ready?**

College of DuPage will implement a new student system for use beginning summer semester 2009.

### **Do I register at the same web site as before?**

No. A new self-service web site is being created. Beginning Monday, Feb. 23, you can go to [myaccess.cod.edu](http://myaccess.cod.edu) to create your *myACCESS* login and begin searching for summer classes.

### **How does myACCESS work?**

All students will need to visit [myaccess.cod.edu](http://myaccess.cod.edu) to receive a login and create a password. After you log into the system, you can register and drop classes, pay by credit card, view your schedule, view your account summary, view grades, check your financial aid status, change your personal contact info, and much more.

### **What about my e-mail account at dupage.edu?**

The student e-mail system has not changed. Go to [www.cod.edu](http://www.cod.edu) and click on the myCOD icon at the bottom of the home page.

### **When can I register for summer classes?**

Returning student registration will begin Monday, March 23, 2009. A new "priority registration" system will be in place. Students will be placed in priority order based upon their total C.O.D. earned credits.

- March 23-24 or later – 60+
- March 25-26 or later – 40+
- March 27-28 or later – 20+
- March 29-30 or later – 0+

### **Can I still use the touch-tone registration system?**

No. Due to decreased use over recent years, the touch-tone registration system will not be available beginning with summer semester.

### **After I register, when is my payment due date?**

Payment is due within seven (7) days of registration, except when registering 14 days before the semester starts. Beginning 14 days before the start of the semester, payment is due by the end of the next business day.

### **What are my payment options?**

1. Pay with credit card online
  2. Pay with cash, check or credit card at the Cashiers window
  3. Enroll in the FACTS deferred payment plan.
- Visit [www.cod.edu/facts](http://www.cod.edu/facts) for more information.

### **How do I apply for financial aid?**

Fill out the Free Application for Federal Student Aid (FAFSA) to determine your eligibility for financial aid. You can apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Visit [home.cod.edu/financialAid/faqs.aspx](http://home.cod.edu/financialAid/faqs.aspx) for more info.

### **What other changes will I notice with this new system?**

Students should notice many improvements:

- To save paper, C.O.D. will no longer mail schedule/bills after each registration or payment activity. Instead, you can view and print your account summary and schedule online.
- Refunds will be credited to your credit card if that was your mode of payment.
- You can request changes to your personal contact information at the *myACCESS* web site.
- The *myACCESS* self-service web site has extended hours. It will be available seven days a week from 6 a.m. until 2 a.m.