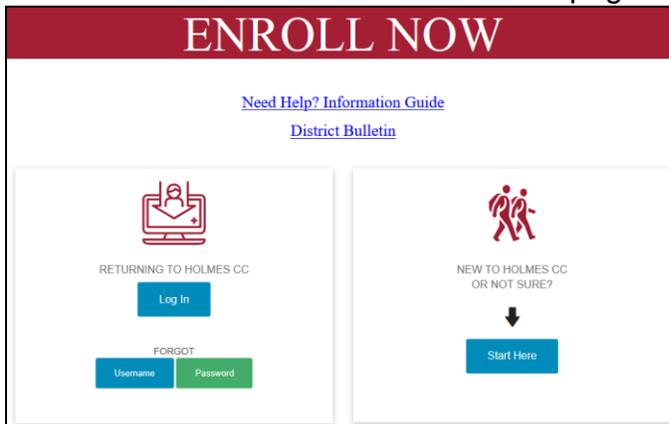


## How to Enroll at Holmes CC

1. Go to the **Holmes Community College** website [www.holmescc.edu](http://www.holmescc.edu).
2. Click on **ENROLL NOW**.

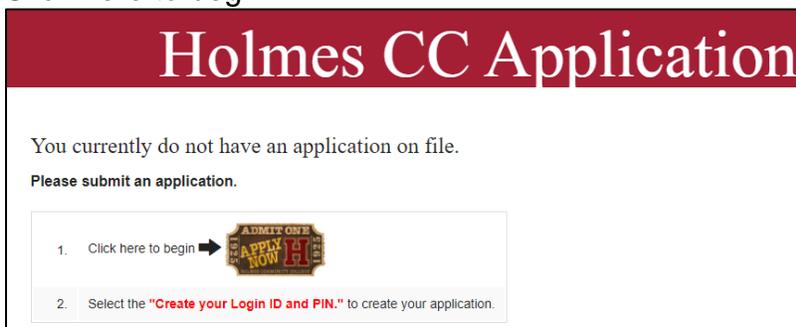


3. Click on **Start Here** on the *Enroll Now* page.



4. Enter your *Social Security Number*, *Date of Birth*, and *Select the Term*. Then click *Submit*.

5. Click here to begin .



6. Click on **Create your Login ID and PIN**. [Click Here](#) on the *Welcome* page.

Welcome to Holmes Community College. We are pleased that you have decided to continue your education at HCC.

**TO BECOME a STUDENT at HCC:**  
(See the current HCC Catalogue for more Admission Details)

Submit an application or have a current application on file.  
Submit an official high school, home school, or college transcript or GED.  
Submit official ACT or SAT scores.  
Submit a [FAFSA](#) form if you want to apply for financial aid.  
Submit a [Housing](#) application if you want to live in a dormitory (Goodman campus only).

By completing this application you are opting in to receiving future communications with Holmes Community College. You can [Opt Out](#) at any time. Standard data rates apply.

**Create your Login ID and PIN.** [Click Here](#)

7. Create your Login ID (up to 9 alphanumeric characters) and PIN (must be 6 numeric characters) and enter your Cellphone Number. A one-time verification code will be texted to the number you provide. You will be prompted to enter this code on the next screen.

- Please create a Login ID and PIN.
- Your Login ID can be up to nine alphanumeric characters.
- Your PIN must be six numeric characters (numbers).
- Enter your PIN again to verify it.
- Your Login ID and PIN will be saved and should be used for future applications.
- For identification purposes, a one time verification code will be texted to the number you provide. You will be prompted to enter this code upon selecting Login.

Create a **Login ID**:

Create a **PIN**:

Verify **PIN**:

Enter Your Cellphone Number:

[Return to HCC Main](#)

8. Enter the text on the Captcha and your Verification Code. *Click Submit.*



Enter text from image

After entering the text for the captcha above, Enter the one time verification code that was texted to you.

**Do not close this window until you complete the verification process.**

**Your verification code may take a moment to be received. Please contact admissions if you continue to have issues.**

Verification code:

9. Select the **Application Type** and click *Continue*.

To Apply for Admissions, first select the Application Type you want to complete.

**CAREFULLY** select the correct **Application Type** so that your application is **NOT** delayed or denied.

**2 HS/GED Graduate** – Holmes CC will be the first college you will attend after graduating high school with a standard diploma or receiving your GED.

**3 Transfer Student** – The last college you attended was a college other than Holmes CC.

**4 HCC Returning Student** – The last college you attended was Holmes CC.

**5 Dual Enrolled** – Still in HS – You are still attending high school and have not graduated from high school.

Click on the blue arrow located to the right of the box to select the appropriate **Application Type** from above.

**Application Type:**

10. Select the **Admission Term**, enter your Name, then click *Fill Out Application*.

Select an Admission Term and enter your name.

\* - indicates a required field.

Application Type: 5 Dual Enrolled

Admission Term:\*

First Name:\*

Middle Name:

Last Name:\*

11. The following screen will be displayed. Each section will need to be completed. All items with \* must be filled in for each section.

Fill out the application. A checklist is provided to help you complete it. You can complete each section in any order you wish.

Click Application is Complete when you have completed the application. Click Finish Later if you would like to finish your application later.

- Name
- Student Address and Phone
- Student Information
- Planned Program of Study
- Parent/Relative Information
- High School (Enter Only One)
- Signature Page

Note: For the *High School* section, please enter only one. You can click on **Lookup High School Code** to find your high school. If you are unable to locate your high school code, please see the following options:

**GED Graduates:** MS GED - Enter GED for high school code and then enter MS for the state.

**Out of State GED** – Enter H888 for high school code and then enter the state where it was obtained.

**Home School Graduate:** Enter HOME for the high school code.

**Out-of-State High School Graduate:** Enter H999 for the high school code and then enter the remaining information.

**International High School Graduate:** Enter H26001 for the high school code and then enter the remaining information.

Note: For *Previous College* section, you can click on **Lookup College Code** to find your college. If you are unable to find your college code, then manually enter the college information. If you are an International Student, enter code H221 and fill in the information.

12. Please complete the *Signature* page using lower case initials for your name and birth date in the following format **MMDDYY**.

**Signature Page** (Checklist item 7 of 7)

To complete your application, please answer the following questions.

When completing sections, selecting Checklist saves your changes and displays the Application Checklist. Continue moves to the next section. Finish Later saves your changes and displays the Application Menu. Use the Return to Checklist without saving changes link to navigate to different sections.

\* - indicates a required field.

I certify that all the answers I have given to all questions are correct and complete to the best of my knowledge. I agree to abide by the policies, rules and regulations set forth in official HCC publications. I further agree that as a condition of enrollment, I will abide by HCC's drug-free policy. I understand the falsification of information on this form may result in termination from Holmes Community College.

To complete your application, Please enter your initials in noncapital letters.\*

To complete your application, Please enter your birth date in the form mmdyyy.\*

13. Click on *Application is Complete* if all sections are checked.

Fill out the application. A checklist is provided to help you complete it. You can complete each section in any order you wish.

Click Application is Complete when you have completed the application. Click Finish Later if you would like to finish your application later.

- Name
- Student Address and Phone
- Student Information
- Planned Program of Study
- Parent/Relative Information
- High School (Enter Only One)
- Signature Page

14. Click on [I agree to the terms](#) on the next page.

Admissions Agreement

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You must agree to the terms below, or you will be directed back to the Application Menu page and your application will not be submitted. If you have questions, contact information can be found in the HELP link above.  
I understand that withholding information requested on this application, including attendance at any other institution, or giving false information may make me ineligible for admission to the university or subject to dismissal. I have read this application and certify that the statements I have made on this application are correct and complete, including a report of all college work attempted or completed.

[I agree to the terms](#)  
[I do not agree](#)

15. If your application was submitted successfully, you should see the following message. To continue, [Click Here ---> Enroll Now](#).

**SUCCESS!**

Thank you for applying for admission into Holmes Community College. Please click the [Enroll Now](#) link below to access information regarding admissions, to complete orientation, and to print your acceptance letter.

[Click Here ---> Enroll Now](#)

Note: If your application had errors, then please contact the Admissions Office.

Errors!

Your application has errors; you will NOT be able to continue the application process without contacting the Admission's Office.

Grenada 662-227-2328

Goodman 662-472-9073

Ridgeland 601-605-3308 or 3309

Suspended

DEStudent/1

RELEASE: 8.7.2.10

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16. You should see the following *Enroll Now* page. Re-enter the information and click *Submit*.

**ENROLL NOW**

THIS IS A SECURE SITE

Social Security Number  
NO Dashes Required  
(xxxxxxxx)

Date of Birth

Select a Term

Submit

17. When prompted to select your *Campus*, please select based on your county:

- **Goodman** Attala, Choctaw, and Holmes
- **Grenada** Carroll, Grenada, Montgomery, and Webster
- **Ridgeland** Madison and Yazoo

18. Welcome to Holmes Community College. Please take a picture or write down your **HOLMES ID** and **MyHolmes USER NAME** from the Enroll Now page as shown below.

**ENROLL NOW**

NAME: Test Test Account-Two      CAMPUS/TERM: Goodman Campus / Summer 2023

HOLMES ID: H00

PROGRAM: ENTN - Interior Design Technology

MyHolmes USER NAME: taccounttwo1      ADVISOR:

STUDENT EMAIL: @student.holmescc.edu      EMAIL: @holmescc.edu

PHONE:

OFFICE:

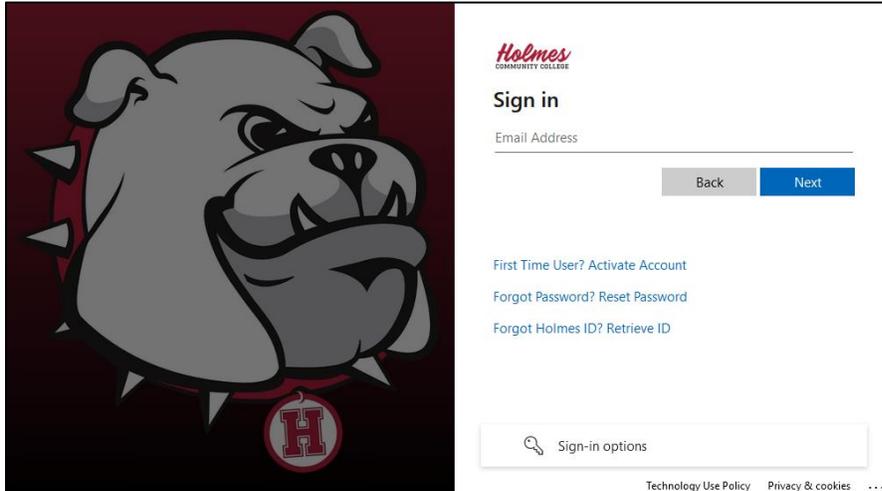
LEGEND: ✔ Complete ✘ Incomplete ⚠ May Need Attention

19. To access your information in the **My Holmes portal**, click on [Set/Reset Password](#).

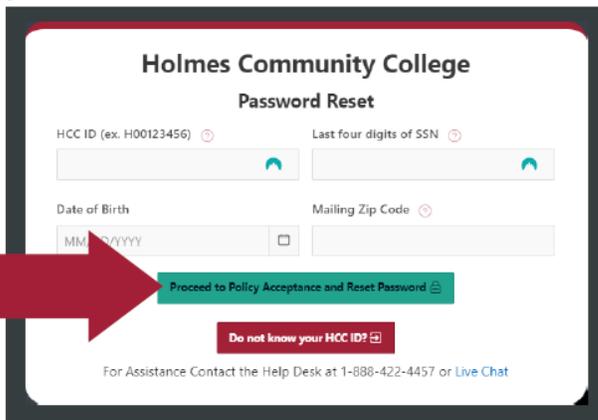
### MyHOLMES ACCOUNT SETUP - FOR NEW STUDENTS AND STUDENTS WHO FORGOT PASSWORD

To set/reset your password to MyHolmes so that you will be able to access all of your information (grades, billing account, courses, registration information, personal contact information, etc.), please enter your user name, , when prompted. Click on [Set/Reset Password](#) to begin.

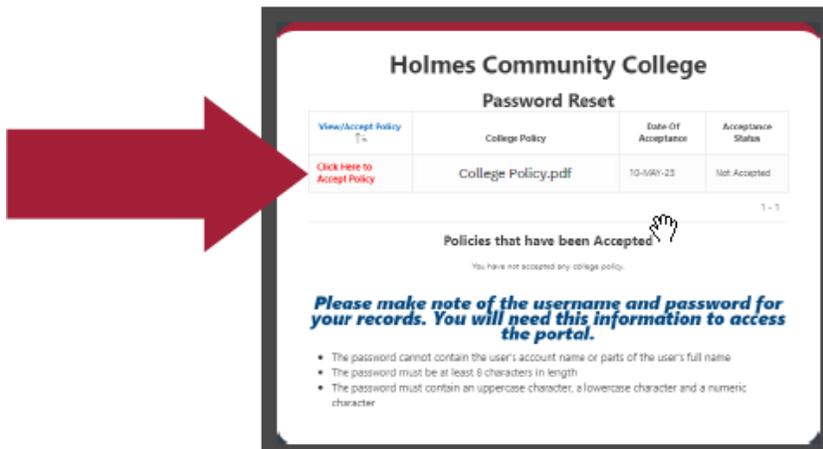
20. Click on **First Time User? Activate Account**.



21. The following screen will be displayed. Complete the information and click **Proceed to Policy Acceptance and Reset Password**.



22. To continue, **Click Here to Accept Policy**.



View/Accept Policy	College Policy	Date Of Acceptance	Acceptance Status
<a href="#">Click Here to Accept Policy</a>	College Policy.pdf	10-16-23	Not Accepted

Policies that have been Accepted

You have not accepted any college policy.

**Please make note of the username and password for your records. You will need this information to access the portal.**

- The password cannot contain the user's account name or parts of the user's full name
- The password must be at least 6 characters in length
- The password must contain an uppercase character, a lowercase character and a numeric character

23. Click on **I Agree to Accept this College Policy** to accept.

College Policy Details

If you agree to honor the college policy as defined in the attachment below click the "I Agree to Accept this College Policy"

College Policy **College Policy.pdf**

[View Policy](#)

Date Of Acceptance **10-MAY-23**

Acceptance Status **Not Accepted**

[Cancel](#) [I Agree to Accept this College Policy ✓](#)

24. Please note that criteria for the password. *Enter Password* and *Confirm Password*. Click **Save Password** when done. A confirmation page will be displayed.

Holmes Community College  
Password Reset

There are no additional policies that have not been accepted.

View	College Policy	Date Of Acceptance	Acceptance Status
<a href="#">View</a>	6617553261146951,Emotional Support Animal Information.pdf	10-MAY-23	Accepted

1 - 1

**Please make note of the username and password for your records. You will need this information to access the portal.**

- The password cannot contain the user's account name or parts of it.
- The password must be at least 8 characters in length.
- The password must contain an uppercase character, a lowercase character, a numeric character.

Portal Username: **YOUR USERNAME**

Enter Password:

Confirm Password:

[Save Password](#)

Holmes Community College  
Password Reset

Your password has now been reset. If you would like to continue to the portal click below. You will be forwarded there in 10 seconds.

[MyHolmes - Holmes](#)

25. Go back to *Enroll Now* and log in using your **MyHolmes Username** and *Password*.

26. Scroll to Section 3. Click on **Orientation** and complete your *Orientation*.

**3** **HAVE YOU COMPLETED ORIENTATION? NO**

Please watch the Orientation Video. To access Orientation, please set up your password to MyHolmes. You will need your username, [redacted], when setting up your password. [Set your password](#)

[Click here to complete Orientation.](#)

27. Be sure to check your *Enroll Now* page and take care of any items marked as



28. When your *Enroll Now* page says that you are ready to be advised, then complete the **Advising Request Form** in Section 4, Step 2.

4

## ARE YOU READY TO BE ADVISED? YES

Step 1. For proper advising, students must complete their part.

- A. Verify documents in **Section 1** above.
- B. View specific major outline in **Career/Technical Programs**.
- C. Run your Degree Evaluation. For directions, click on **How to Run My Degree Evaluation**.
- D. View Class Schedules to look for specific class offerings in **Registration Information**.

Step 2. Using the information obtained from the steps above, complete the **Advising Request Form**.