## General Questions
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## AUGUST 2015 HOURS†

<table>
<thead>
<tr>
<th>MON</th>
<th>TUE</th>
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<tr>
<td>COLLEGE-WIDE OPENING MEETING</td>
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<td>OPEN</td>
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<tr>
<td>COUNSELING CLOSED</td>
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</tbody>
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1. Students must have applied to the College and been issued an Student M#.
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### SERVICE POLICIES:
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Please plan to arrive at least 5 minutes prior to your scheduled appointment. Students arriving after their appointment time may be asked to reschedule. If you need more time than scheduled, you may be asked to make a follow-up appointment.

Updated: 8/31/2015
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Make sure you have a photo ID and M# for service.

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Updated: 8/31/2015
OCTOBER 2015 HOURS‡

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<th>MON</th>
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MAKE SURE YOU HAVE A PHOTO ID and M# FOR SERVICE.

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Updated: 8/31/2015
1. Go to: [http://www.montgomerycollege.edu/can](http://www.montgomerycollege.edu/can)
2. Locate and click on the  icon.
3. Sign with your “MyMC” login/password
4. Find your preferred campus under the “My Success Network” and click on “Schedule Appointment.”

or you can **choose to meet with a specific counselor** by typing the last name in the Search box at the top of the screen and clicking on “Go.”

Click on the “History” button to find the name(s) of counselors/advisors who you’ve met with previously.

5. Select the preferred date from the Calendar on the left and click on the green plus sign next to the desired time.
6. Select a Reason from the drop-down list. Add information to describe the reason(s) of the appointment to the “Detailed Description” box.
7. Click on “Next” and “Schedule.”

**Wait for an appointment confirmation in your MC e-mail.**

You may be asked to show this e-mail in order to sign-in for your appointment.