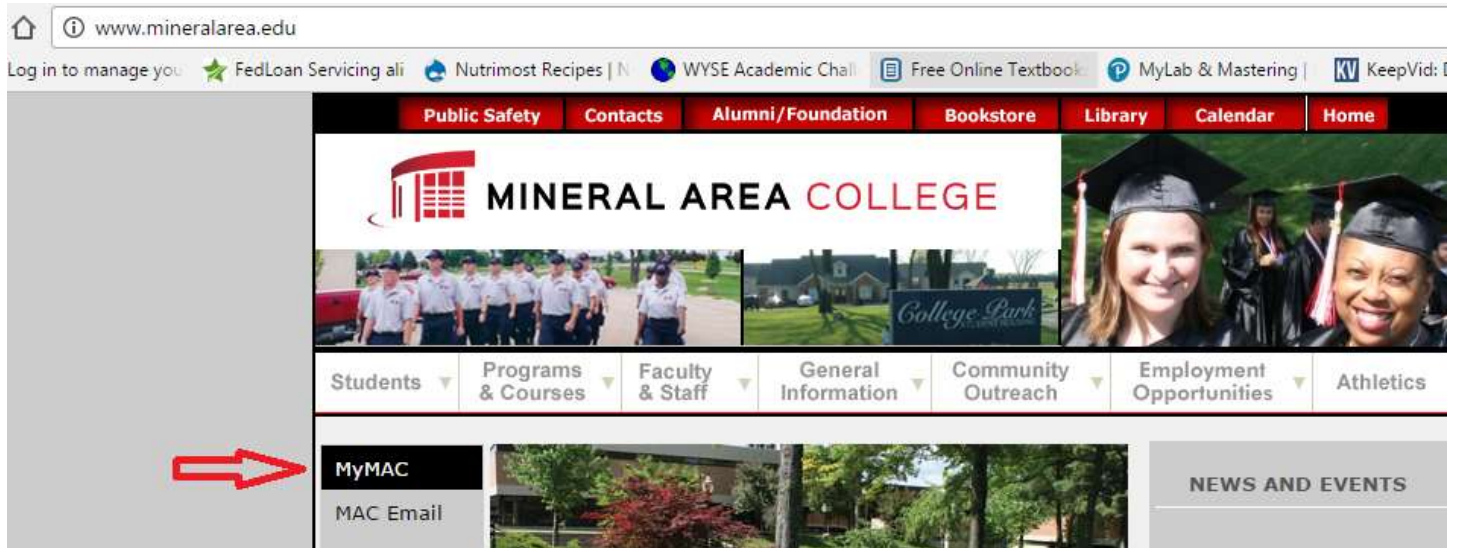


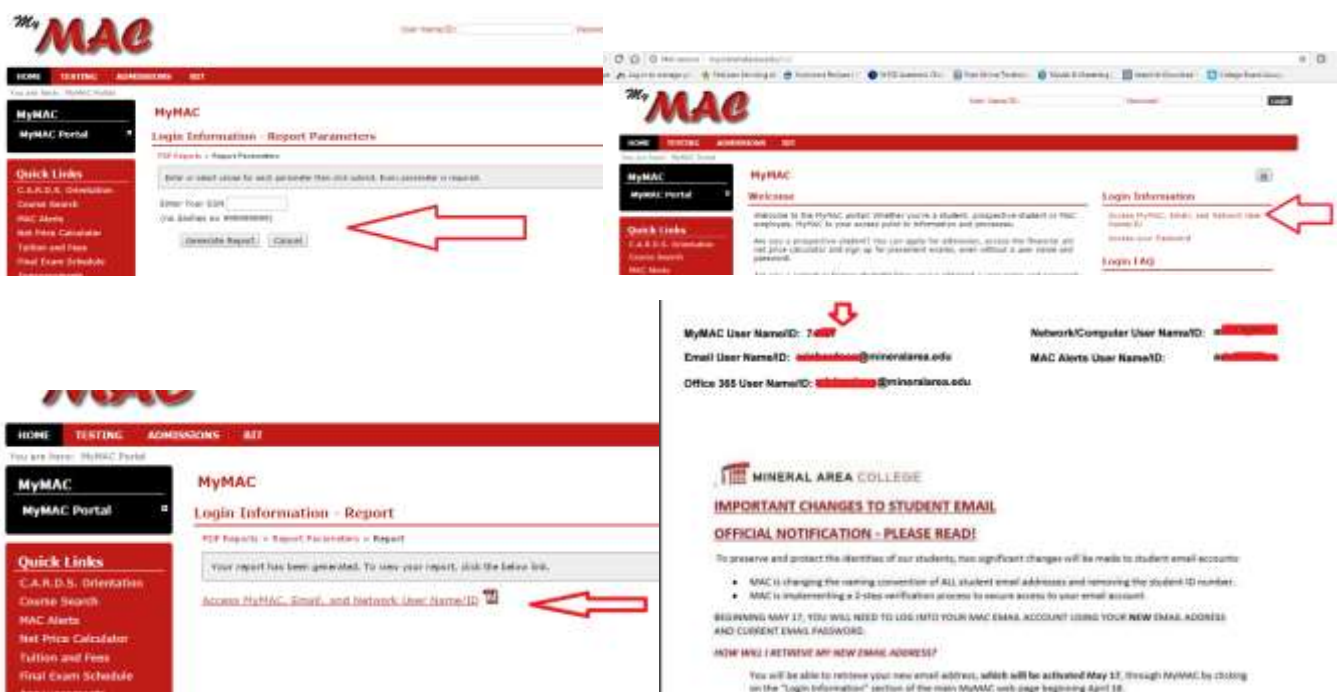
HOW TO FIND YOUR MAC EMAIL and LOGIN/PASSWORD and Log in to MyMAC:

MAC (MyMAC) log in instructions: Once you apply to MAC, either by completing a dual credit application the first time or applying online using the High School Dual Enrollment Application (less common for high school students), then you will be assigned a GMAIL account and a MyMAC login. Both of these use the same password – so if you change one, be sure to change the other too!

1. go to www.mineralarea.edu and click on the MyMAC link on the left side of the page:



2. On the right side of the page, click on the link to look up your MAC ID (includes info for your email account too). Follow the directions using your social security number to retrieve your information – open the PDF that generates and read every word:



3. Use this email address on GMAIL and check your MAC account at least once a day IF you are taking classes with a MAC instructor (dual enrollment). If you are taking only dual credit (FHS instructor), then get in the habit of checking it at least twice a week. NOTE: on your Chromebook, you will have to sign out of your FHS GMAIL account first, and then use the login to sign in to your MAC GMAIL account.

4. Use this User Name/ID to now look up your password – this is the same password as your MAC email account so if you change the password on one, be sure to change it on the other at the same time. Click on “home” to get back to the lookup page:



5. Then click on the right side of the page to look up the password using your MAC ID, SSN, and year of birth:



6. Use this MyMAC ID (number) and password to login to your MyMAC (login blanks are at the top of the page)



This account is where your balance due (MAC doesn't send paper bills) is found, your current and prior semester courses, your unofficial online transcript, and many other things. You can also pay your bill online via this account. Be sure to look at all of the information available here, and on the main MAC website too.