

How to Find Username and Password

For New Students

When you applied to Merced College, Admissions and Records sent you a welcome letter. Go to the email you provided when filling out your application and look for the email named "WELCOME TO MERCED COLLEGE! Your application processed successfully.

The welcome letter will have your student ID#, Student email, user login (aka username), and your initial password. You will need to follow the directions in the email to log into the MC portal for the first time or see the user manual "Logging into the Portal for the First Time".

Sample email:

Dear Jane,

At Merced College, "Students are our focus and we are known by their success."

Thank you for applying to Merced College. We are excited you are here!

- To protect your security, you have been assigned the following unique **Student ID number:**
0123456
- Your Merced College **student email** is: jane.doe@campus.mccd.edu
- Your **user login** is: **jane.doe**
- Your initial **password** will be your birthdate in the format MMDDYY (example:010188).
- Your username and password are required to log into the [Student Portal](#)

PLEASE NOTE: PORTAL access will NOT be available until the following business day, due to required overnight processing.

Official email communication from Merced College will be sent to your Merced College provided email. At this time, your student email is only authorized to email admissions@mccd.edu until you have registered for your first class.

Visit **Enroll Today** (<https://www.mccd.edu/enroll-at-merced-college/enroll-today/>) for information to complete your registration steps, including:

- Accessing the portal (available next day)
- Orientation
- Counselor advised education planning

Sincerely,

Admissions and Records

Admissions and Records is located on the 2nd floor in the Leshler Student Services Building on the Merced Campus and in Building A on the Los Banos Campus.

This email has been scanned by a Spam/Virus Firewall. If your email has been classified as Spam please contact the HelpDesk at (209) 384-6180.

**If you still need help, call (209) 381-6565 or email
myhelp@mccd.edu or helpdesk@mccd.edu**