

PARENT CONNECT INSTRUCTIONS

I. STUDENT – GRANTING ACCESS TO PARENT/GUARDIAN/OTHER

MMCConnect

LOG OUT | MAIN MENU | STUDENTS MENU

CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU | Welcome [Name]

The following links may display confidential information.

User Account

- [Update Mailing Address](#)
- [Update Local Address](#)

Financial Information

- [Bank Information \(U.S.\)](#)
- [Student Account Suite](#)
- [Student Restrictions/Clearances](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)
- [Financial aid award letter](#)
- [Financial Aid Shopping Sheet](#)

Communication

- [E-mail My Advisor\(s\)](#)

Registration

- [Search for Sections](#)
- [Registration Menu](#)
- [Student Restrictions/Clearances](#)

Academic Planning

- [Program Evaluation](#)

Academic Profile

- [Academic History](#)
- [Program Evaluation](#)
- [Test Summary](#)
- [My class schedule](#)
- [My profile](#)
- [Grades](#)
- [Student Restrictions/Clearances](#)
- [Grant rights to Parents/Guardian](#)
- [Add/Update Parent/Guardian/Other](#)

LOG OUT | MAIN MENU | STUDENTS MENU

WebAdvisor 3.1
POWERED BY DATATEL

- 1) Click on “Grant Rights to Parent/Guardian” under “Academic Profile” to view if parent, relative, or other is already listed in MMC’s database.

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MMCConnect LOG OUT MAIN MENU STUDENTS MENU HELP

CURRENT STUDENTS

Grant Rights to Parent/Guardian/Other

At the post-secondary level, according to the Family Educational Rights and Privacy Act of 1974 (FERPA) and college policy, no inherent rights are given to parents to inspect your education records. Education records can be released to your parents with your written consent, OR by submission of evidence you are declared as a dependent on their most recent Federal Income Tax return.

This web form gives you the opportunity to give written consent to allow your parents access to your education records, without submitting parental tax forms.

By clicking the box next to each person, under the Grant column below, you agree that College personnel may provide financial related information and/or academic related information from your educational record, beyond that considered directory information.

A notation of this approval will be entered on the Student Information System. It will remain on your record and allow us to release information to your parents, even when you are no longer listed as a dependent up on your parents income tax return, or you have graduated or left the College, unless you revoke this permission.

If you do not see any parent/guardian/other information displayed, please use the following link to [ADD PARENT/GUARDIAN/OTHER](#) individuals. A request will be sent to the appropriate personnel for processing.

Grant	Access Level	First	Middle	Last Name	Relationship	Email Address
<input type="checkbox"/>		Jesus		onzalez	Father	
<input type="checkbox"/>				onzalez	Mother	No email address on file

Agree

LOG OUT MAIN MENU STUDENTS MENU HELP

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- 2) If the individual is already listed with **a valid email address**, the student needs to check the box under 'Grant' if they want them to have access and use the drop down under 'Access Level' to select: Academic, Financial, or Both Academic and Financial. (Go directly to step # 5)

PARENT CONNECT INSTRUCTIONS

- 3) If the individual they wish to grant access to their account is not listed they must select the link to 'Add Parent/Guardian/Other' on this page or go back to the Student Menu and select the link by the same name

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CURRENT STUDENTS

Add Parent/Guardian/Other

This request will be processed within 72 hours.

PREFIX

FIRST NAME

MIDDLE

LAST NAME

SUFFIX

RELATIONSHIP

EMAIL ADDRESS

HOME PHONE

CELL PHONE

WORK PHONE

RELATIONSHIP: Mother, Father, Step-Mother, Step-Father, Grandmother, Grandfather, Sister, Brother, Companion, Friend

SUBMIT

All fields should be filled in by the Student when adding an individual (email addresses, name, and relationship being the most important – without these fields completed, the request cannot be processed) – all current 'Relationship' options are listed out on the right (additional options should become available soon).

PARENT CONNECT INSTRUCTIONS

- 4) Once the information is submitted, within the next 72 hours the student can expect email to their MMC account from the Center for Student Services indicating the new relationship has been and to log into MMC Connect to grant access to that individual (see #2 for granting access).

- 5) Once the student grants an individual access for the first time, that individual will receive an email with their log on ID and password to access MMC Connect. The student controls the individual's access level, and may change it at any time. When a student rescinds access, the parent/guardian will receive an email informing them that their access has been revoked by the student.

PARENT CONNECT INSTRUCTIONS

II. PARENT/GUARDIAN or OTHER ACCESS:

A) Go to MMC main webpage: (www.mmm.edu)

B) On the top of the page, click on “Parents”



C) Click on MMC Connect

PARENT CONNECT INSTRUCTIONS

MMC Parents

As a parent or family member of an MMC student or alumni, you are an important part of our MMC community.

MMC encourages parents, guardians of students, family members, alumni and other friends to become involved in the life of the College. [Learn more about getting involved here.](#)

Academics

- Advisement
- Calendar
- Course Bulletin
- Support & Tutoring
- Disability Services
- Student Records (MMC Connect) – *Permission to Access*

School Spirit

- Griffin Gear (School Store)
- Get Involved
- MMC Publications
- Support MMC

Health & Safety



D) Click on Log In

MMCConnect

LOG IN | MAIN MENU

Welcome Guest!

WebAdvisor gives students, staff, and the community access to our databases.

Select your point of entry to the right.

Students

Faculty

PARENT CONNECT INSTRUCTIONS

E) After logging in, select 'Students'

The screenshot shows the MMConnect web interface. At the top, the logo "MMConnect" is displayed on the left, and navigation links "LOG OUT", "MAIN MENU", and "STUDENTS MENU" are on the right. Below the logo, a dark blue header bar contains the text "CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU" on the left and "Welcome Michael!" on the right. The main content area has a white background and contains the text "The following links may display confidential information." Below this text is a light blue button labeled "PARENT/GUARDIAN/OTHER". Underneath the button is a link labeled "ACCESS FOR STUDENT'S INFO".

F) Select "Access for Student's Info"

The screenshot shows the MMConnect web interface after selecting "Access for Student's Info". The top navigation bar is the same as in the previous screenshot, but it now includes a "HELP" link. The header bar below the navigation bar now says "CURRENT STUDENTS" on the left and "Welcome Michael!" on the right. The main content area has a white background and is titled "Access for Student's Info". Below the title, there is a form with two columns: "Select One" and "Name". The "Select One" column contains a dropdown menu with a small square icon on the left. The "Name" column contains a text input field. Below the form is a light blue button labeled "SUBMIT".

PARENT CONNECT INSTRUCTIONS

- G) Check the student the parent/guardian wishes to view and submit. In the event that a parent/guardian has multiple students that have granted them access, they will be given the option to select the different students records to select to view.

PARENT CONNECT INSTRUCTIONS

The screenshot displays the MMCConnect Parent Connect interface. At the top, the logo "MMCConnect" is on the left, and navigation links "LOG OUT", "MAIN MENU", "PARENTS MENU", and "HELP" are on the right. Below the logo, a "WELCOME" message is on the left and "Welcome [redacted]" is on the right. The main content area is titled "Access for Student's Info". It contains a table with two columns: "Name" and "Action". The "Name" column has a redacted entry. The "Action" column has a dropdown menu open, listing various actions such as "TRAN View Student Transcript", "SCHEM View Student Schedule", "STPR View Student Profile", "XWGR Grades", "XWMPT Student Account Suite", "XMPT Make a Payment", "WBSM Account Summary", "XFAA Financial Aid By Year", "XFAT Financial Aid By Term", "XFLL FA Award Letter", and "XPRST View student restrictions". A "SUBMIT" button is located to the right of the dropdown menu. At the bottom, there is another set of navigation links: "LOG OUT", "MAIN MENU", "PARENTS MENU", and "HELP", along with the "WebAdvisor 3.1" logo and the text "POWERED BY DATATEL".

Name	Action
[redacted]	<ul style="list-style-type: none">TRAN View Student TranscriptSCHEM View Student ScheduleSTPR View Student ProfileXWGR GradesXWMPT Student Account SuiteXMPT Make a PaymentWBSM Account SummaryXFAA Financial Aid By YearXFAT Financial Aid By TermXFLL FA Award LetterXPRST View student restrictions

H) A drop down menu will list all the available options the parent/guardian can now perform

PARENT CONNECT INSTRUCTIONS

With Academic Access, parents/guardians/other can view:

- a. Student's transcripts
- b. Student's schedules
- c. Student's profile
- d. Student's grades
- e. Student's restrictions(only accessible if granted both academic and financial access)

With Financial Access, parents/guardians/other can view:

- a. Information on accessing the Student Account Suite site for Make a Payment/ Account Summary options*
- b. Student's Financial Aid by Year
- c. Student's Financial Aid by Term
- c. Student's Financial Aid Award letter
- d. Student's restrictions(only accessible if granted both academic and financial access)

*To access student accounts/payment information, make sure the student has done the following **additional** steps to authorize parent/guardian/other third-party access:

PARENT CONNECT INSTRUCTIONS

- To grant Authorized User access the student should:
 - Log onto MMC Connect
 - Under the Financial Information area, select Student Account Suite
 - Click View Account/Make Payment
 - Select the Authorized User tab
 - Follow the on-screen instructions

- An email will be sent to the Authorized User with their login credentials