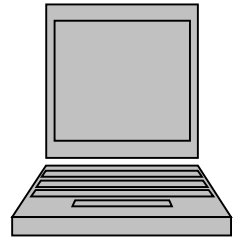


Welcome to myCOMPASS

The student portal, myCOMPASS, contains your North Central Missouri College personal student account information. Use it to access your Pirate Email account, Blackboard, view statements, make payments, register for classes and much more. Information contained in myCOMPASS will NOT be sent via US mail.

GAIN ACCESS TO:

- *Pirate email account*
- *Blackboard account*
- *Billing and payment information*
- *Documents required by Admissions*
- *Documents required by Financial Aid*
- *Class registration*
- *Class schedule*
- *Grade Reports*
- *Transcript*
- *Personal information updates*



TO START:

1. Visit our website: www.ncmissouri.edu
2. Click on the myCOMPASS image located at the top right of the web page.
3. Enter
 - a. Username: Student ID number (9-digit number beginning with "000")
 - b. Password: Birth Year & last 4 digits of social security number (ex:19931234)
4. Sign out by clicking "Sign Out" button on the upper right corner.



Problems? Contact the NCMC Help Desk at (660)359-3948, ext. 1214.

PIRATE EMAIL:

You have been assigned an NCMC e-mail address and will need to check for messages. Your email address is your student ID number@pirates.ncmissouri.edu. (example: 000000000@pirates.ncmissouri.edu). You may access your pirate email account by going to myCOMPASS and clicking on "View Email" link at the top center of the page located directly under myEMAIL. An Email login page will open and requires your email address as shown above and a password. The password is the same as the password for myCOMPASS.

ENROLL IN CLASSES:

- View "myCOURSES" and click on the "ADD/DROP COURSES" link.
- Click on "Traditional Courses" in brown
- Select a Period/Semester to view
- Click on the course number, in blue under the title, to learn more about the class

ADMISSIONS:

- View myACTIONS ITEMS, this area will show required documents that have not been received.

FINANCIAL AID:

- View myACTION ITEMS, Click on "You have documents required by Financial Aid"
- View myFINANCES, Click on "Your personal Financial Aid Information"

BILLING:

- View myFINANCES, An account summary should be listed
- If the *Balance Due* total is in parentheses, it is a credit.