


MyPima Quick Start Guide

After completing your PCC online application, you will receive your Student ID number (A + 8-digit number). Use this to set up your account in MyPima.

Click on the **MyPima Log In** or **MyPima** red box  on the College homepage, and Click on **Activate your account**. Follow the instructions to select a password and learn your User Name. If your screen does not seem to lay out properly, refresh your display using Control-r (hold down the Control key and press the r key).



PimaCommunityCollege
MyPima

Username:

Password:

LOGIN

New to MyPima? [Activate your account](#)
[Forgot username?](#) [Forgot password?](#)
[Contact MyPima Help Desk / FAQ](#)

Use your User Name and Password to log into MyPima.

MyPima Homepage

When you first log into MyPima you are taken to the Homepage. The top navigation allows you to access other sections of the portal. Icons at the top right of the screen indicate when unread messages (the chat bubbles) or email (the envelope) are waiting for you.

Logout is found in the dropdown menu near your name. Protect the security of your information by logging out of the portal when you are finished.

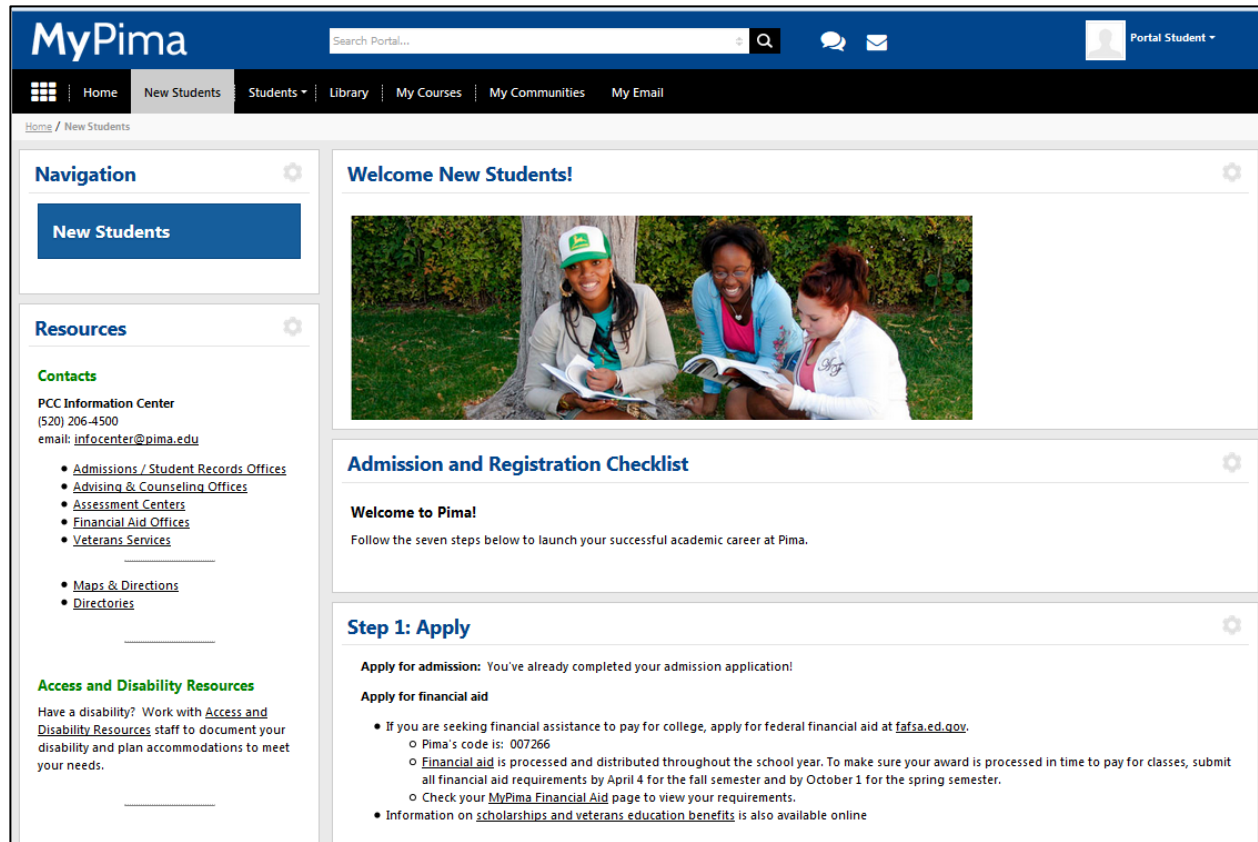
This page is also where you can: 1) change your password, 2) read, delete, etc. all of the messages that have been sent to you, and 3) personalize your LaunchPad. LaunchPad allows you to personalize your portal homepage by adding some of the resources that you use frequently. Use the top icon (plus sign) to add resources, and the second icon (edit) to move the icons around or delete an icon.

The screenshot displays the MyPima homepage with a dark blue header. The header includes the MyPima logo, a search bar, and navigation icons for chat and email. A user profile icon labeled 'Portal Student' is in the top right. Below the header is a navigation bar with links: Home, New Students, Students (with a dropdown arrow), Library, My Courses, My Communities, and My Email. The main content area is divided into several sections:

- Welcome to MyPima:** Features a video of a woman in a green shirt holding a molecular model in a classroom. Below the video, it says 'Spring semester begins January 19!'.
- Personal Info:** Shows 'Your PCC ID is: A01277922' and buttons for 'Update Personal Information' and 'Change Password'.
- Surveys:** Promotes the 'GREAT IDEAS Survey' with a link to 'Share your ideas for PCC cost reduction or revenue enhancement'.
- LaunchPad:** A customizable area with a green arrow icon, 'Student Gmail' (envelope icon), 'Student Docs' (document icon), and a plus sign for adding more resources.
- Quick Links:** A list of links: 'Register for Classes (Add-Drop-Withdraw) Learn more', 'Sign up for New Student Orientation', 'Faculty / Staff Directory', 'Maps & Directions', and 'PCC Semester / Events Calendars'.
- My Messages:** Includes 'My Messages' and 'Preferences' tabs.
- MyPima Feedback:** A section for user feedback with a 'Feedback' input field.

New Students

The New Student tab contains links to information need to successfully get started at Pima such as applying for financial aid, taking assessments and signing up for new student orientation.



MyPima Search Portal... Portal Student

Home | **New Students** | Students | Library | My Courses | My Communities | My Email

Home / New Students

Navigation

New Students

Resources

Contacts

PCC Information Center
(520) 206-4500
email: infocenter@pima.edu

- [Admissions / Student Records Offices](#)
- [Advising & Counseling Offices](#)
- [Assessment Centers](#)
- [Financial Aid Offices](#)
- [Veterans Services](#)


• [Maps & Directions](#)

• [Directories](#)

Access and Disability Resources

Have a disability? Work with [Access and Disability Resources](#) staff to document your disability and plan accommodations to meet your needs.

Welcome New Students!



Admission and Registration Checklist

Welcome to Pima!

Follow the seven steps below to launch your successful academic career at Pima.

Step 1: Apply

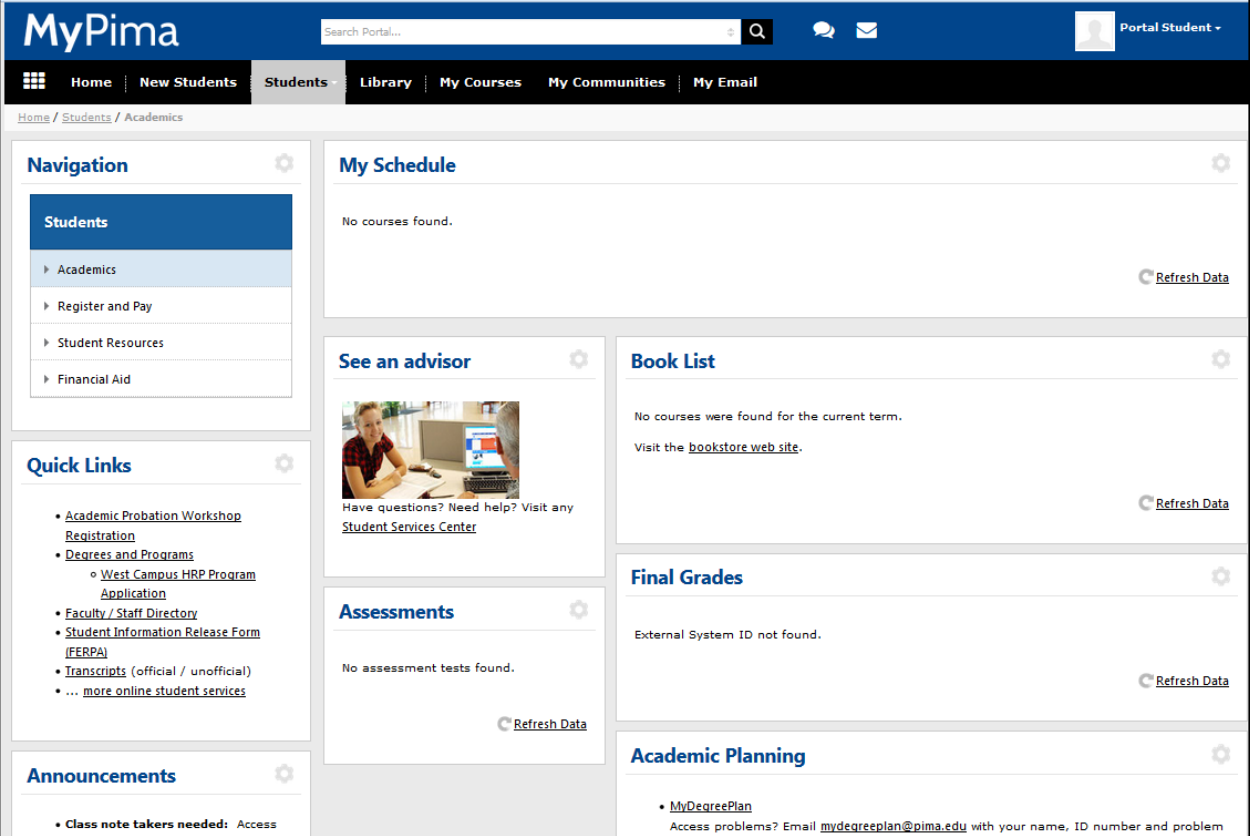
Apply for admission: You've already completed your admission application!

Apply for financial aid

- If you are seeking financial assistance to pay for college, apply for federal financial aid at fafsa.ed.gov.
 - Pima's code is: 007266
 - [Financial aid](#) is processed and distributed throughout the school year. To make sure your award is processed in time to pay for classes, submit all financial aid requirements by April 4 for the fall semester and by October 1 for the spring semester.
 - Check your [MyPima Financial Aid](#) page to view your requirements.
- Information on [scholarships and veterans education benefits](#) is also available online

Students – Academics

For information related to academics, visit the Academics page under the Students menu. View your schedule, find out what books are needed for your classes, access MyDegreePlan and more.



The screenshot shows the MyPima Academics page for a student. The page has a dark blue header with the MyPima logo, a search bar, and navigation links for Home, New Students, Students, Library, My Courses, My Communities, and My Email. The main content area is divided into several sections:

- Navigation:** A sidebar menu with 'Students' selected, containing links for Academics, Register and Pay, Student Resources, and Financial Aid.
- Quick Links:** A list of links including Academic Probation Workshop Registration, Degrees and Programs (with a sub-link for West Campus HRP Program Application), Faculty / Staff Directory, Student Information Release Form (FERPA), Transcripts (official / unofficial), and more online student services.
- Announcements:** A section with one announcement: 'Class note takers needed: Access'.
- My Schedule:** A section titled 'My Schedule' with the message 'No courses found.' and a 'Refresh Data' button.
- See an advisor:** A section with an image of a student at a computer and the text: 'Have questions? Need help? Visit any Student Services Center'.
- Assessments:** A section titled 'Assessments' with the message 'No assessment tests found.' and a 'Refresh Data' button.
- Book List:** A section titled 'Book List' with the message 'No courses were found for the current term.' and a link to 'Visit the bookstore web site.' and a 'Refresh Data' button.
- Final Grades:** A section titled 'Final Grades' with the message 'External System ID not found.' and a 'Refresh Data' button.
- Academic Planning:** A section titled 'Academic Planning' with a link to 'MyDegreePlan' and the text: 'Access problems? Email mydegreeplan@pima.edu with your name, ID number and problem'.

Students – Other Pages

Other pages available under the MyPima Students section include:

Register and Pay: Search for classes, register (add-drop-withdraw), or access MyAccountManager to pay for classes or set up and manage a Payment Plan.

Student Resources: Access career resources, Student Life and event calendars to find activities that may be of interest to you

Financial Aid: Contains information and tools needed to apply for and manage your financial aid. A secondary page provides easy access to Financial Aid forms.

Veterans: Veterans Benefit Recipients have access to additional Veterans pages that allow them to manage their veterans certifications and benefits.

Library

Gain quick access to library online databases. Since you are already logged into MyPima, there is no need to provide your login and password when accessing resources.

The screenshot displays a library homepage with a two-column layout. The left column contains three sections: 'Navigation' with a 'Library' button, 'Quick Links' with a list of links such as 'Ask a Librarian' and 'My Library Account', and 'Tutorials' with links to various research guides. The right column features three main sections: 'MegaSearch' with a search box and options for 'Basic Search', 'Advanced Search', and 'What is the MEGASearch?'; 'Books & More' with a search box and links for 'Books', 'DVDs', 'Course Reserves', and 'eBooks'; and 'Articles and Databases' with dropdown menus for 'Browse databases by subject' and 'Go directly to a database', along with a link to 'A to Z List of Journals'.

Additional Resources

My Courses: Access your MyPima, D2L or Pearson course homepages from this page.

My Communities: Access any groups and committees of which you are a member, or look for “Available Communities” to see what groups you can join.

My Email: Displays the 10 most recent emails that you have received. Click on any email listed on this page to go to your PCC Gmail account for full access to respond, delete, or tag emails.