

How to Register with a Permission Code

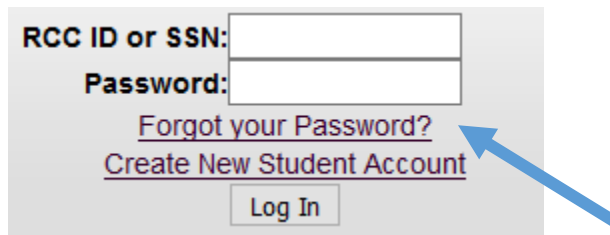
1. Go to the RCC [homepage](#) and click on [myROGUE](#):



2. Enter RCC ID and password and click on “Log In”:

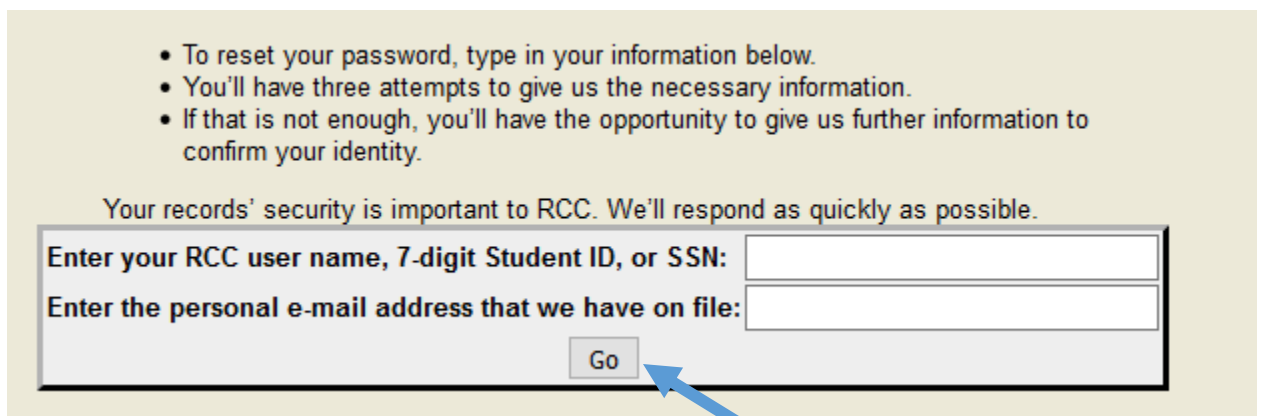
The image shows a "Secure Access Login" form. At the top, it says "Log in to your Student Account". Below this, there are two input fields: "RCC ID or SSN:" and "Password:". Under the password field, there are two links: "Forgot your Password?" and "Create New Student Account". At the bottom of the form, there is a "Log In" button. A blue arrow points to the "Log In" button. Below the form, there is a note: "RCC ID or SSN: You may use your 7-digit RCC ID, 9-digit SSN, user name, or RCC student e-mail address."

If you can't remember your password click on the password reset link:



RCC ID or SSN:
Password:
[Forgot your Password?](#)
[Create New Student Account](#)

The next screen will ask for the student ID and personal email address that is on file:



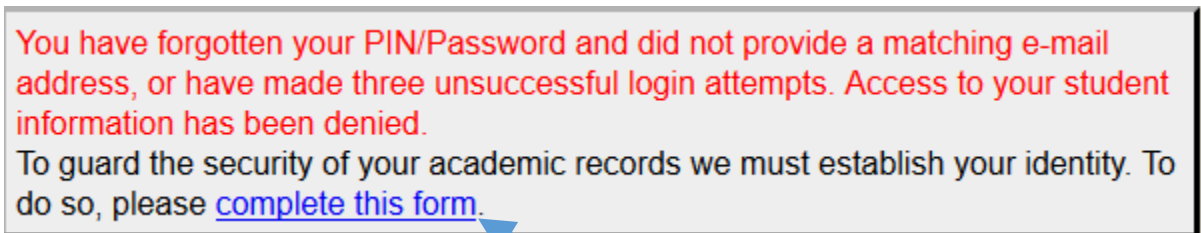
- To reset your password, type in your information below.
- You'll have three attempts to give us the necessary information.
- If that is not enough, you'll have the opportunity to give us further information to confirm your identity.

Your records' security is important to RCC. We'll respond as quickly as possible.

Enter your RCC user name, 7-digit Student ID, or SSN:
Enter the personal e-mail address that we have on file:

If you do not know which email is on file you can enter a new email:

- Enter the student ID but **leave the email address field blank** and hit "Go"
- Complete the form on the next page, entering a new email address
- Hit "Submit" (at the bottom of the form) when finished



You have forgotten your PIN/Password and did not provide a matching e-mail address, or have made three unsuccessful login attempts. Access to your student information has been denied.
To guard the security of your academic records we must establish your identity. To do so, please [complete this form](#).

3. When logged into your myROGUE account click on “Register with Permission Code” link:



Advising and Registration Clinic Signup
For new students
Change Username, Password, or Set Hint Question
Course Schedule
Degree Audit
Drop/Withdraw from Classes
Emergency Contact Information
Enrollment Verification
Financial Aid Status
Forms for Students
Help
New Student Information
New Student Orientation
Order Official Transcripts
Personal Information
Placement Test Signup
Printable Student's Schedule
Program Planner
Register for Classes
Register with Permission Code
Registration Dates
Report Card (Winter Term 2017/18)
Rogue Online Classes
Unofficial Transcript (click here for PDF version)
MyLabsPlus
View Messages
Log Out

4. Enter 4-character code on registration flyer and hit “Submit”:

Instructor Permission to Add a Class

If you are one of these students:

- I am waitlisted and my instructor gave me permission to register for the class.
- The class is closed, but the instructor gave me permission to register for the class.

Key in the 4-character class code or 10-character section group code given to you by your instructor:

Enter Code:

Once you press the Submit button, continue on with the registration procedure.

If you do not have an instructor's permission to register for a closed or waitlisted class, contact the instructor.

Class sizes are limited, not everyone will get permission to register for a closed class.

5. Click on “Advance to Checkout”:

*NOTE: You have not registered for the classes in this list yet!
To register, you must press the "Advance to Checkout" button below.*

To remove classes from your shopping cart, check a box associated with a class you would like to remove from your cart and press the "Remove Classes from Cart" button.

Your Shopping Cart

Class	Title	Dates	Time	CRN	Remove
BI101-H4	Introduction to Biology I w/ lab	4/2/2018-6/15/2018	TBA	1300720	<input type="checkbox"/>

Optional:

I wish to receive my tax documents electronically.
Check the box above to consent to view and print your IRS Form 1098-T online, rather than receive a paper form. For more information about IRS Form 1098-T see [1098-T frequently asked questions](#)

6. Click “Continue with Registration”:

Please note
Once consent is provided, it is important to note that RCC will not mail IRS Form 1098-T to your home, but will be sending an email to you notifying you that your form is available for viewing and printing online. You may withdraw consent to receive an IRS 1098-T form electronically at any time prior to **January 5th** by unchecking the "I wish to receive my 1098-T electronically" box above.

[Student Resources Menu](#) | [Account Balances](#) | [Payment Information](#)

7. Check the “read Student Code of Conduct” box:

You have 1 class in your Shopping Cart

By checking the box below you are indicating that you have read and agree to follow the [Student Code of Conduct](#) and the [Campus Drug Policy](#).

In compliance with federal law, Rogue Community College prepares an annual report on campus safety and security programs and services. Originally enacted in 1990, the federal law was amended in 1998 and renamed the [Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#).

I have read the Student Code of Conduct, safety report and campus drug policy, and agree.

8. Click "I Agree":

Payment
For full term college classes, tuition is due or an installment agreement must be on file by the second Thursday of each term. For college classes, Community Education classes, Small Business Development classes and Workforce Training classes that start after the beginning of the term, tuition is due before the class begins.

Refund
The College's tuition refund policy is as follows:

- Term length credit classes must be dropped by the second Wednesday of the term in order to be eligible for a 100% refund.
- Community education classes must be dropped within one working day before the first class session to be eligible for a full refund.
- Small Business Development classes must be dropped at least two working days before the first class session to be eligible for a full refund.
- One-day workshops must be dropped before the workshop begins to be eligible for a full refund.

There are no refunds allowed beyond these deadlines.

If you understand and agree to the terms of this policy and would like to continue with registration click "I AGREE" below. If you do not understand or agree to the terms of this policy, click "I DO NOT AGREE" below.

By clicking on the "I AGREE" link below, you are acknowledging that you have read the TUITION PAYMENT POLICIES and agree to abide by them.

9. Click "Finish and View Payment Options":

10. Click "I Agree to Pay Later":

Payment is Due at the Time of Registration. Your Options Are:

<p>Pay Now with a Credit Card and Save!</p> <p>By paying now in full you avoid a \$25 installment fee and late fees of up to \$90. A potential \$105 savings.*</p> <p><input type="button" value="Pay Now"/></p>	<p>Create an Installment Agreement and Save!</p> <p>You pay only a \$25 installment fee and save up to \$90 in late payment fees.*</p> <p><input type="button" value="Installment Payment Now"/></p>
<p>Pay Tuition and Fees with Financial Aid</p> <p>This option is available only if you have already received an award letter for financial aid this term and expect financial aid to be on your account by the payment deadline.</p> <p><input type="button" value="Pay with Financial Aid"/></p>	<p>Pay Later</p> <p>To avoid a \$25 installment fee and a 5% late fee, you must make payment by: Friday, April 13, 2018 <i>If you miss this deadline you may be charged up to \$90 or more over your tuition and fees!*</i></p> <p><input type="button" value="I Agree to Pay Later"/></p>

To add another class follow the above steps.