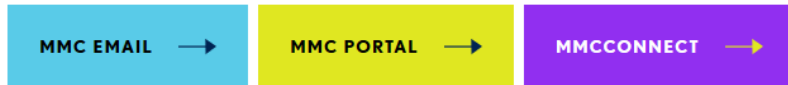


PARENT CONNECT INSTRUCTIONS

I. Go to the MMC's main webpage for students

<https://www.mmm.edu/students/>

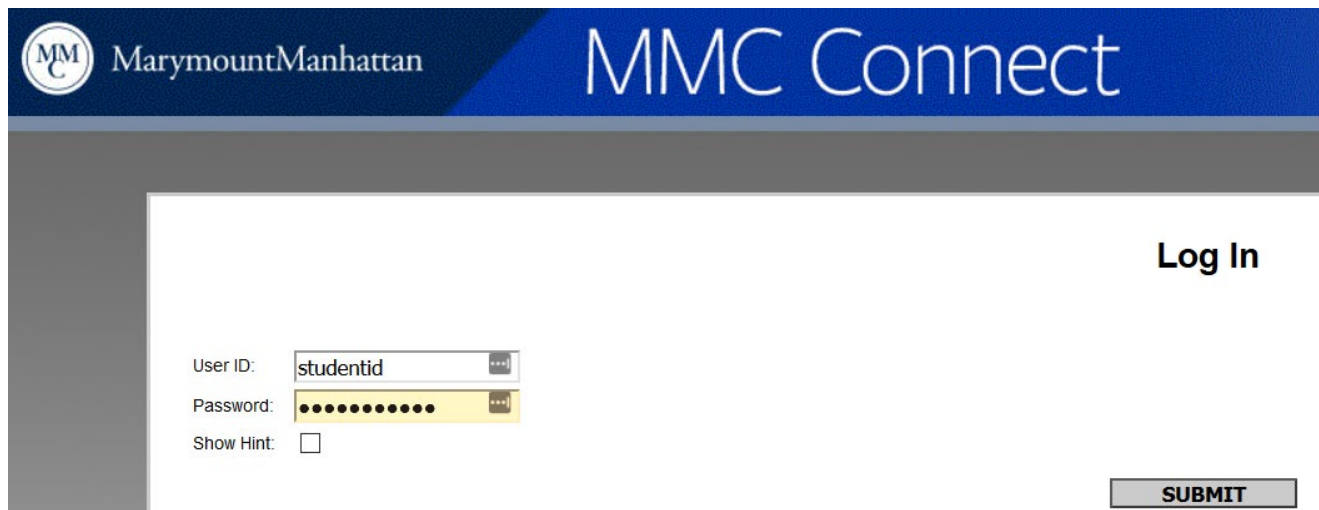
II. Click on “MMC Connect”



III. Click on “Log In”:



IV. Enter your Log In credentials and Submit



The image shows the login form on the MMC Connect website. The form includes the MarymountManhattan logo and name, the 'MMC Connect' title, and a 'Log In' heading. The form fields are:

- User ID:
- Password:
- Show Hint:

A 'SUBMIT' button is located at the bottom right of the form.

PARENT CONNECT INSTRUCTIONS

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

The screenshot displays the MMC Connect web portal interface. At the top left is the MarymountManhattan logo. The main header area contains the text 'MMC Connect' and navigation links for 'LOG OUT', 'MAIN MENU', and 'STUDENTS MENU'. Below the header, a dark blue bar reads 'CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU' and 'Welcome Regina!'. The main content area is titled 'The following links may display confidential information.' and is organized into several categories:

- Financial Information**
 - [Bank Information \(U.S.\)](#)
 - [Student Account Suite](#)
 - [Student Restrictions/Clearances](#)
- Financial Aid**
 - [Financial aid status by year](#)
 - [Financial aid status by term](#)
- Communication**
 - [E-mail My Advisor\(s\)](#)
 - [View Current Cancelled Class](#)
- Registration**
 - [Search for Sections](#)
 - [Registration Menu](#)
 - [Student Restrictions/Clearances](#)
- Academic Planning**
 - [Program Evaluation](#)
 - [Application for Graduation](#)
- 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](#)

At the bottom of the page, there is a dark blue footer bar with navigation links for 'LOG OUT', 'MAIN MENU', and 'STUDENTS MENU'.

PARENT CONNECT INSTRUCTIONS

- 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.

The screenshot shows the MMCConnect interface. At the top, the logo 'MMCConnect' is on the left, and navigation links 'LOG OUT', 'MAIN MENU', 'STUDENTS MENU', and 'HELP' are on the right. Below the logo, the text 'CURRENT STUDENTS' is visible. The main content area is titled 'Grant Rights to Parent/Guardian/Other'. It contains several paragraphs of text explaining FERPA rights and the purpose of the form. Below the text is a table with columns for 'Grant', 'Access Level', 'First', 'Middle', 'Last Name', 'Relationship', and 'Email Address'. There are two rows in the table, both with empty input fields. The second row has 'No email address on file' in the 'Email Address' column. Below the table is an 'Agree' button. At the bottom of the page, the same navigation links are repeated, and the 'WebAdvisor 3.1' logo is on the right.

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"/>						
<input type="checkbox"/>						No email address on file

Agree

LOG OUT | MAIN MENU | STUDENTS MENU | HELP

WebAdvisor 3.1
POWERED BY DATATEL

PARENT CONNECT INSTRUCTIONS

- 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 (Next- Go to step # 4)
- 3) If the individual they wish to grant access to their account is not listed they must select the link to 'Add/Update Parent/Guardian/Other' on this page or go back to the Student Menu and select 'Add/Update Parent/Guardian/Other'

MMCConnect LOG OUT MAIN MENU STUDENTS MENU HELP

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

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

PARENT/GUARDIAN or OTHER ACCESS:

VI. Go to <https://www.mmm.edu/parents/>

1. Click on MMC Connect

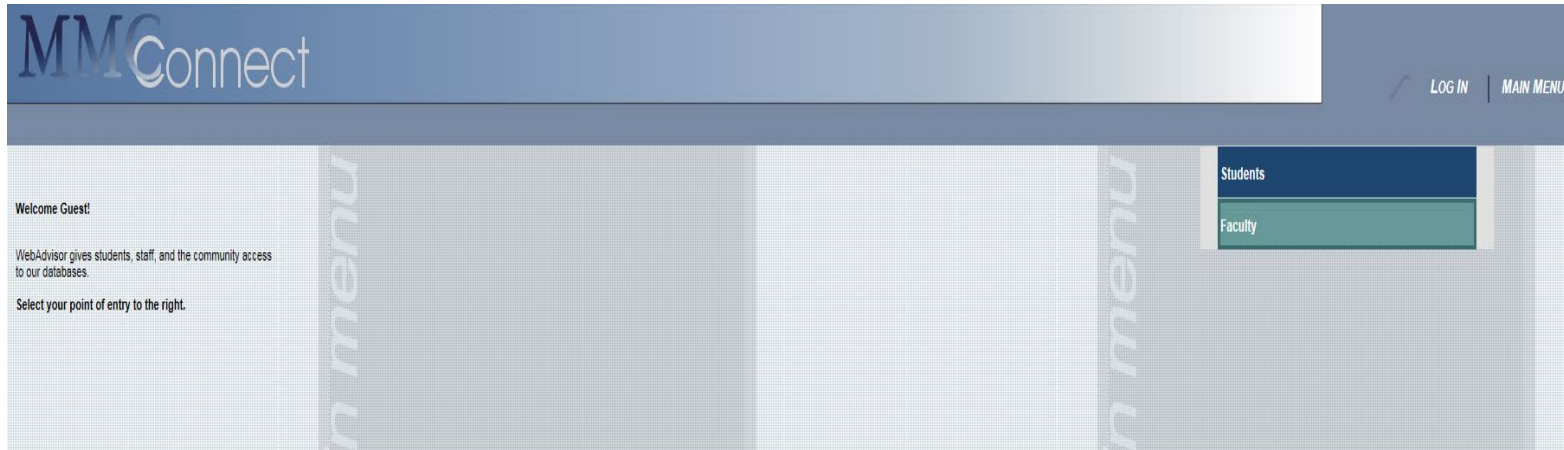


ACADEMICS

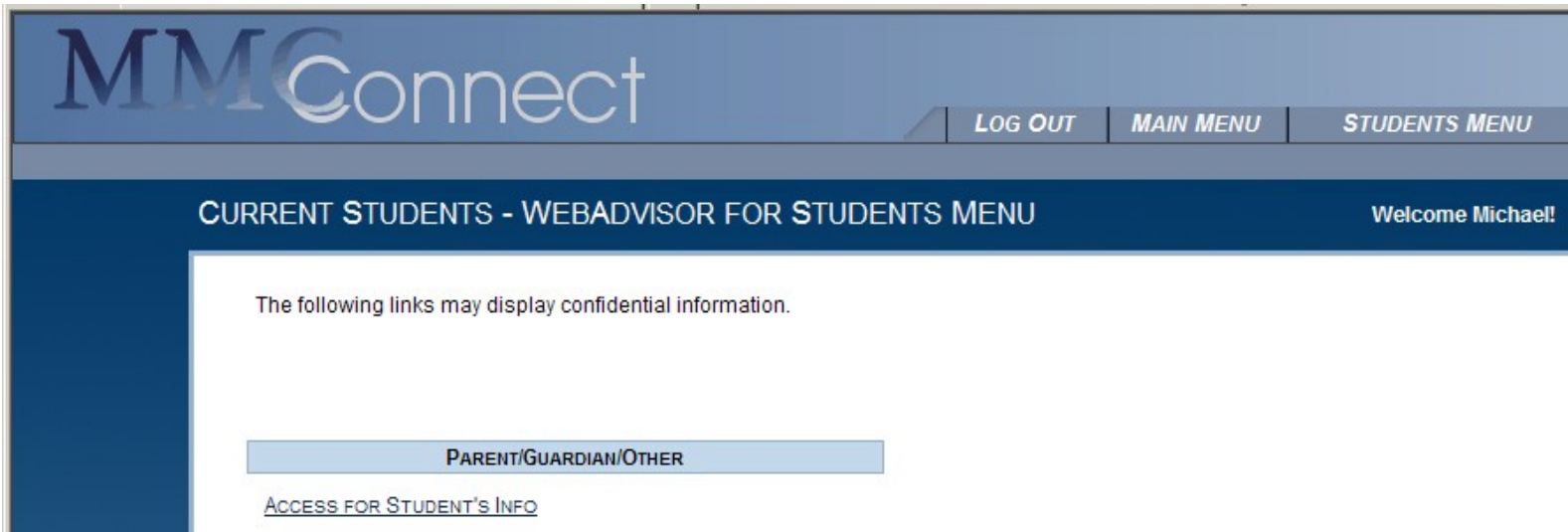
- [Advisement](#)
- [Calendar](#)
- [Course Bulletin](#)
- [Support & Tutoring](#)
- [Academic Access Program](#)
- [Disability Services](#)
- [Student Records \(MMC Connect\) - Permission to Access](#)
- [Textbooks](#)

PARENT CONNECT INSTRUCTIONS

2. Click on Log In

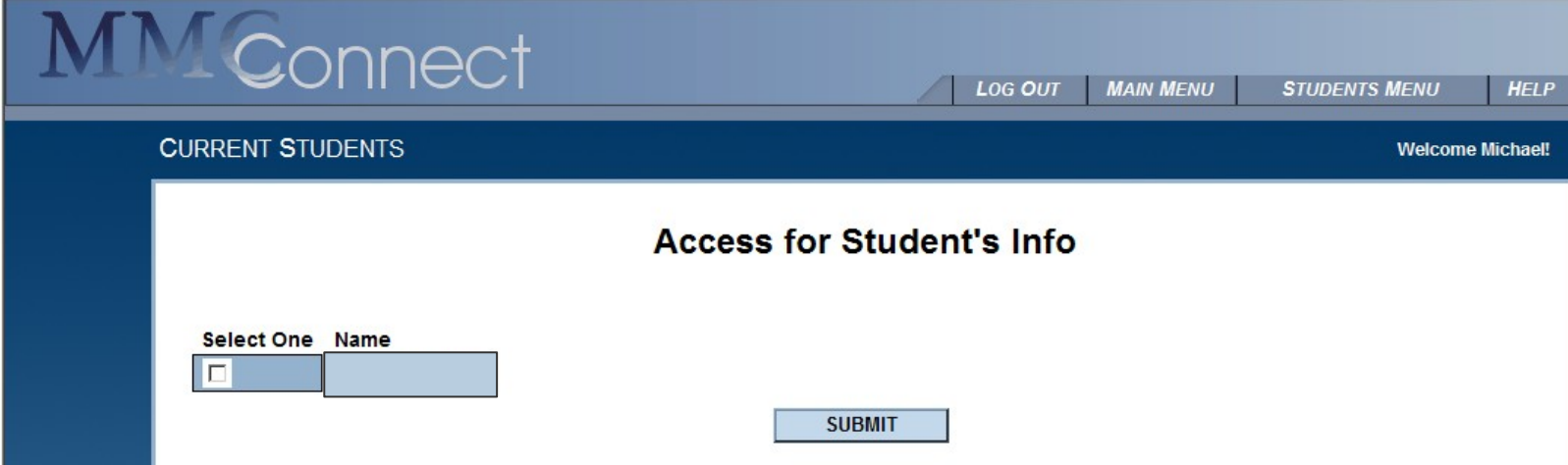


3. After logging in, select 'Students'



PARENT CONNECT INSTRUCTIONS

4. Select "Access for Student's Info"



The screenshot displays the MMCConnect web application interface. At the top, the logo "MMCConnect" is visible on the left, and navigation links "LOG OUT", "MAIN MENU", "STUDENTS MENU", and "HELP" are on the right. Below the logo, the text "CURRENT STUDENTS" is displayed on the left, and "Welcome Michael!" is on the right. The main content area is titled "Access for Student's Info". It contains a form with two columns: "Select One" and "Name". The "Select One" column has a dropdown menu with a small square icon. The "Name" column has a text input field. Below the form is a "SUBMIT" button.

5. 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", "SCHED 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 TranscriptSCHED 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

PARENT CONNECT INSTRUCTIONS

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

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