

MyCU

Instruction Manual

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ACTIVATING YOUR MYCU ACCOUNT

1. Go to apps.concord.edu/cid
2. You will be redirected to the account information lookup page. Follow the directions provided on the page for looking up your Concord ID and email address information.

New Account Information

INSTRUCTIONS

Please enter your Concord ID or SSN below to retrieve your Account Name / Concord Username and activate your account

Please enter your information in the field below:

Enter your Identification Number:

If you do not know your Student ID, please change the drop down menu to SSN to search by Social Security Number.

3. Next you will click the Activate MyCU Account button.

New Account Information

Your Account Name / Username is: @mycu.concord.edu

[Try Another](#) or [Return Home](#)

HOW TO ACCESS MYCU

CLICK HERE TO GO DIRECTLY TO LOGIN!

Through the University Website:

1. Go to www.concord.edu and click on the students tab in the gray header.



2. Under Quick Links, click on MyCU Self-Service Portal.

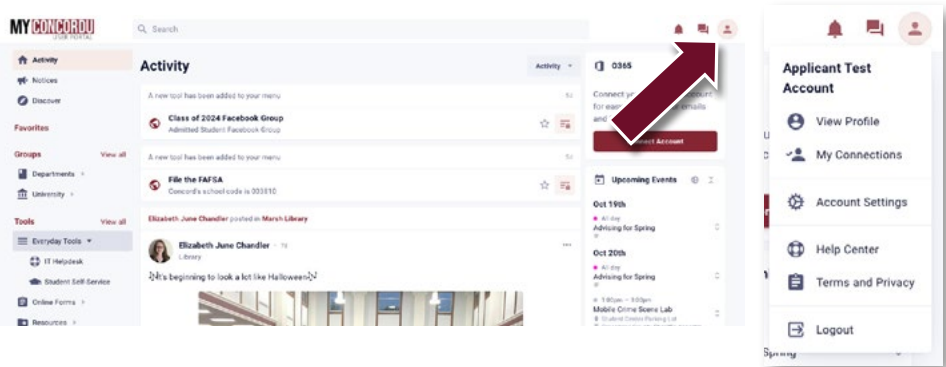


3. Log in!



4. Check out your profile in the User Portal.

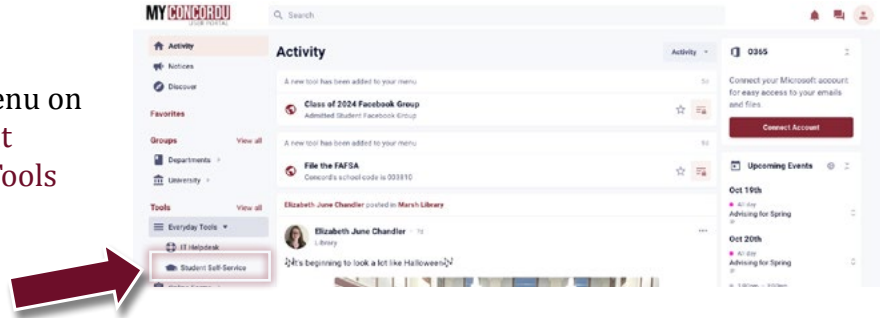
Settings can be found at the top right of the page.



MYCU SELF-SERVICE

Accessing MyCU Self-Service

In the User Portal, in the **Tools** menu on the left of the screen, click **Student Self-Service** under the **Everyday Tools** dropdown.



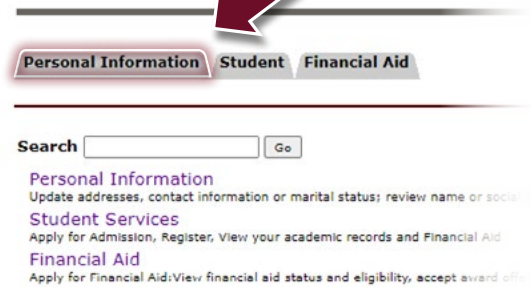
Personal Information Tab

Allows you to view information on file about yourself such as:

- A. Address
- B. Phone Number
- C. Email Address
- D. Emergency Contacts



Main Menu



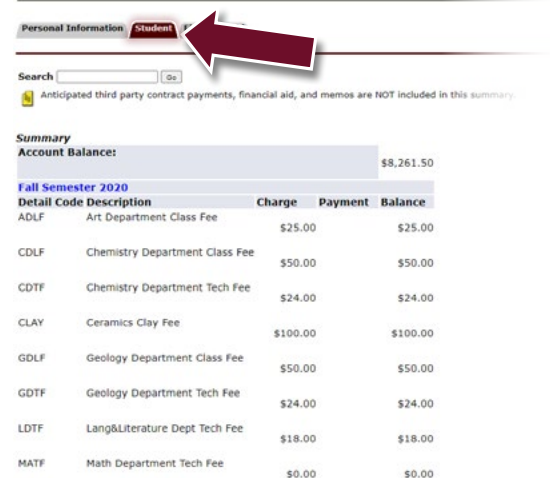
Student Tab

Resources available under the Student Tab include:

- Class Schedule and Registration Information
- Student Records such as:
 - A. Transcripts
 - B. Midterm and Final Grades
 - C. Academic Advisor
- Student Account
 - A. Charges billed to student for tuition and fees. Can be shown in detail or in summary, by term or for the entire time at CU.

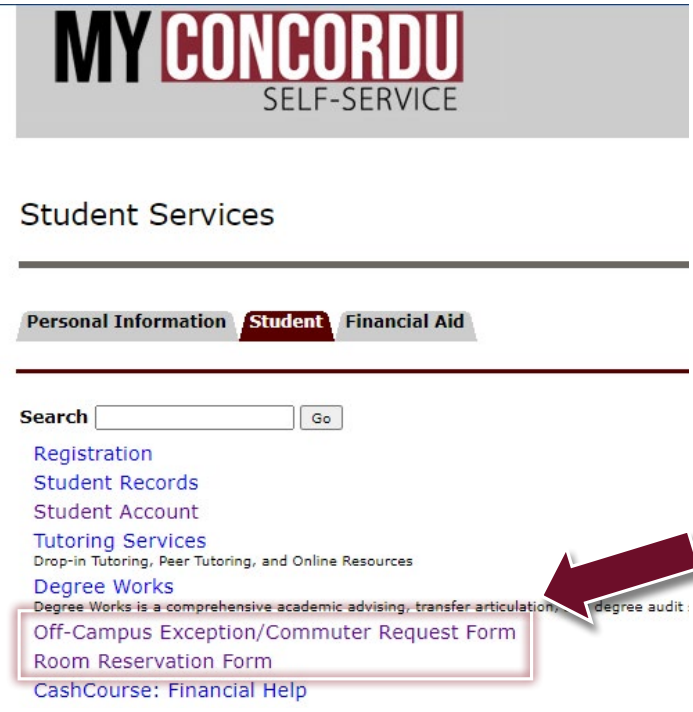


Account Summary by Term



To Apply for On/Off Campus Housing

From your MyCU account, navigate to the Student Tab, then to one of the Housing Request Forms.



To Access Financial Aid Information

Once inside of your account, you will navigate to the Financial Aid Tab.

