Special Student Registration Steps

Thank you for your application! Please complete all of the steps listed below to enroll as a special (non-degree seeking) student through the Concordia University Wisconsin and Mount Mary University Co-operative Agreement for Bachelors of Science in Fashion Merchandising.

To Register for Classes:

Activate Your MyMountMary Account
To set up your MyMountMary account, please follow the enclosed instructions. You will need to have access to your account in order to register for your course(s) online. Contact the Information Technology (IT) Department at (414) 930-3048 if you need assistance setting up your account.

Sign Up for Classes
Course registration is completed through your MyMountMary account. Once open registration begins and you've set up your account, you will be able to enroll in your fashion classes. Open registration information is available on your MyMountMary account under the “My Academics” tab. If you have trouble registering, please contact the Registrar’s Office at (414) 930-3062.

After You Register for Classes:

Obtain Your ID and Parking Permit
Use your student ID to check items out of the library, use the fitness center, etc. All students also need a current parking permit in order to park in the student parking lots. The Public Safety Office, located in Bergstrom Hall Room 78, will provide you with an updated ID and parking permit. Stop by the Public Safety Office when you are on campus, anytime between 8am-7pm.

Get Your E-mail Account and Computer Login
All campus communication is sent via your Mount Mary University e-mail account, so it is critical to obtain and check this account frequently. You will also need a Mount Mary University login and password (separate from your MyMountMary account) to utilize computers on campus. Once you have registered for classes, your email account will be created and defaulted to the Mount Mary account. An email message will be sent to the email account you listed in your admission application. If you have any questions, please contact IT. Office hours are posted online at mtmary.edu/campuslife/academicsupport/technology or call (414) 930-3048.

Purchase or Rent Your Textbooks
The Mount Mary University Bookstore (Barnes & Noble) is located on the lower level of Bergstrom Hall. Bookstore hours are posted online at mtmary.bncollege.com or call (414) 930-3032.

Attend Class
Your class schedule will list the room numbers of your classes. You can view your class schedule on your MyMountMary account.