

Log in to myLakeland

1. Go to <http://my.lakelandcc.edu> or go to www.lakelandcc.edu and click "myLakeland"
2. Enter your Lakeland ID (LID) number (included on your official college documents)
3. Enter your PIN – The first time you log in, your PIN is your birthdate (mmddyy). You are encouraged to change your PIN the first time you enter. If you forgot your PIN, contact the Help Desk to request a reset upon identity verification.

See <https://portal.lakelandcc.edu/misc/methods.html>

Change My PIN

1. Log in to **myLakeland**
2. In the "myLakeland Services" section, click "Personal Information"
3. Click "Change PIN"

Access My Student E-mail

1. Log in to **myLakeland**
2. Click the "student E-mail" icon in the upper right corner

OR

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student E-mail Center" section, click "Student E-mail Center"

Schedule Compass Placement Testing

1. Log in to **myLakeland**
2. Click the "Student" tab
3. Locate the "Schedule It" section
4. Click "Schedule/Modify My Compass Placement Test"
5. Select a date (click "Next" to see the next month).
6. Click "Reserve"

Photo ID required at Testing Session



Schedule New Student Success Information Sessions (when required)

1. Go in to **myLakeland**
2. Click the "Student" tab
3. Locate the "Schedule It" section
4. Click "Schedule/Modify My Orientation Session"
5. Under session type please select "Student Success Information" from the drop down list provided
6. Select a date (click "Next" to see the next month)
7. Click "Reserve"

Photo ID required at Student Success Information Session

* This link will not appear if 1) it is not a requirement for you 2) you have a hold on your account that needs to be cleared prior to attending an information session 3) you have already fulfilled the requirement.

View/Search Class Schedule

1. Go to www.lakelandcc.edu/schedule or go to **myLakeland** and click "Credit Course Schedule" on the log in page
2. Select a term
3. Select additional criteria if desired
4. Click "View Results"
5. Note the CRN number(s) of the class(es) you want to take

Register for Classes

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Registration"
4. Click "Register for Classes"
5. Select a term
6. Click "Submit"
7. Enter CRN numbers on "Add Classes Worksheet"
8. Click "Submit Changes"

Drop/Withdraw Classes

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Registration"
4. Click "Register for Classes"

5. Select a term (if not previously selected) and then click "Submit"
6. In the "Action" column, select "Online Drop" or "Web Withdraw" next to the course you want to drop/withdraw. If you accidentally remove the wrong class, select "Re-Add."
7. Click "Submit Changes"

View/Print My Class Schedule

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Registration"
4. Click "Concise Student Schedule"
5. Select a term (if not previously selected) and then click "Submit"

View the Catalog

1. Go to www.lakelandcc.edu/catalog

View My Financial Aid Information

See <http://lakelandcc.edu/financialaid/myLakeland.asp>

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Financial Aid"

Make a Payment / View My Student Account / Enroll in eRefunds

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Make a Payment"
4. Click "I Agree"
5. In "Quick View"
 - To pay your bill, click "Make a Payment"
 - To set up installments, click "Enroll in a Payment Plan"
 - To view your account, click "Recent Payments and Credits"
 - To enroll in eRefunds click on the "Refund" tab and then click on the link to "Payment Profile." Please follow the instructions provided for entering your bank information and using a bank account for refunds. NOTE: In order to set up a direct deposit, you must first have an active bank account.

Welcome to myLakeland

Schedule New Student Orientation

1. Log in to **myLakeland**
2. Click the "Student" tab
3. Locate the "Schedule It" section
4. Click "Schedule/Modify My Orientation Session"
5. Under session type please select "General Orientation," "Men & Women 25 & Older," or "PSEO Orientation" from the drop down list provided
6. Select a date (click "Next" to see the next month)
7. Click "Reserve"

View My Grades

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Student Records"
4. Click "Final Grades" to view final grades posted at the end of the full semester (on your official transcript)
OR click "Part of Term Grades" to view final grades for partial term courses completed before the end of the full semester (not on your official transcript until the full semester ends)
5. Select a term
6. Click "Submit"

Degree Tracking Center

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Degree Tracking Center" section, click "Access My Degree Audit"

View My Transcript

1. Log in to **myLakeland**
2. Click the "Student" tab
3. In the "Student Services & Financial Aid" section, click "Student Records"
4. Click "View Web Transcript" (Unofficial)
5. Click Transcript Type: Web transcript (Credit) (you can also choose noncredit classes)

Lakeland

Help Desk

440.525.7570

lcchelpdesk@lakelandcc.edu

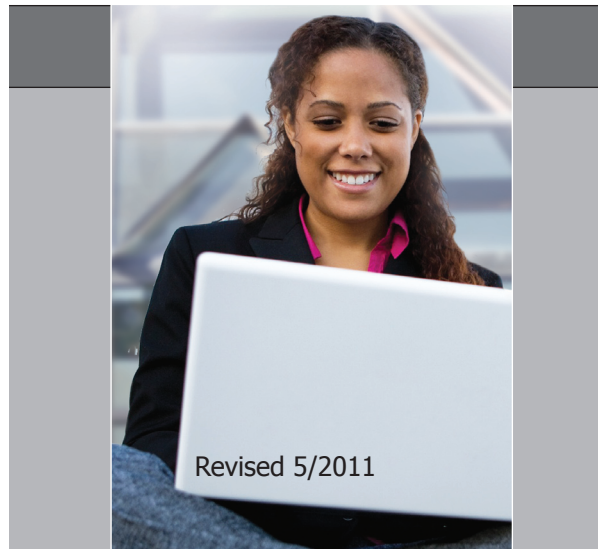
Monday - Thursday 8 a.m. - 8 p.m.

Friday 8 a.m. - 5 p.m.

Saturday 9 a.m. - 4 p.m.

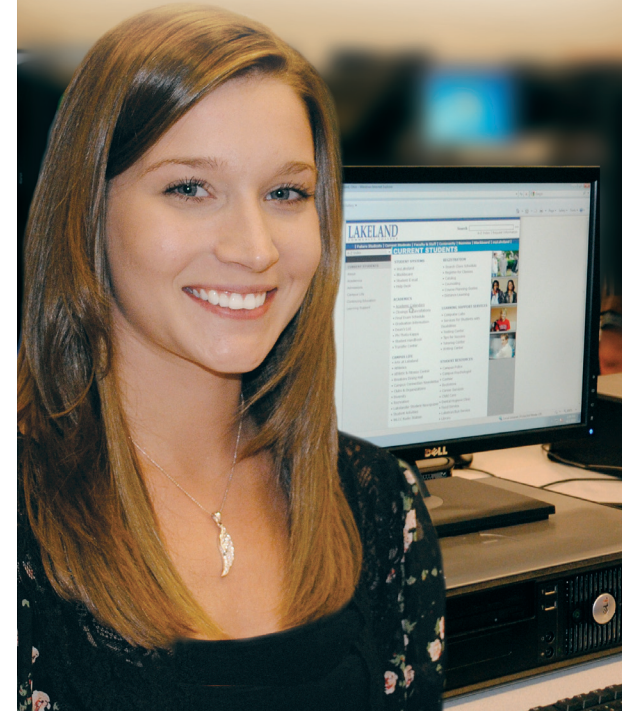
myLakeland ID Number:

myLakeland e-mail address:

@mail.lakelandcc.edu

Welcome to

myLakeland



<http://my.lakelandcc.edu>

- Access Your Student E-mail
- View/Search Class Schedule
- Register for Classes
- Add/Drop Classes
- View Your Financial Aid Information
- Make a Payment
- View Your Grades
- Track Your Degree

LAKELAND
COMMUNITY COLLEGE