

Course Registration Process for New International Students

Four-year degree-seeking international students:

If you are already in the U.S. and would like to attend one of the [New Student Registration & Family Orientation Day](#), you must RSVP for your day through the "New Student Orientation & Registration Day RSVP Form" located in [MyMaconWeb](#) (MMW) under "New Student Forms". New Student Registration Days will fill on a first come, first served basis.

PLEASE NOTE: These dates are filled on a first-come, first-serve basis. Students can indicate a need for an alternate registration experience if they have a conflict with available dates on the RSVP form.

Exchange students:

Your academic advisor will contact you and provide advising guidance and course registration assistance during the summer but will also meet with each of you when you arrive on campus in late August to finalize your course selection. In the meantime, you should access MyMaconWeb (go to <https://mymaconweb.rmc.edu/ics>, click "Course Search" under "Home" on the left side and select your desired term under "Term") and identify as many Fall courses as interest you. Please be prepared to discuss your choices with your academic advisor when you are contacted this summer. If you are a full-year exchange student, please also be advised that the Spring course schedule will not be finalized until mid-fall, therefore, it is important to remain flexible.

Important Notes:

Exchange students: Although Randolph-Macon College will make every effort to assist exchange students with meeting their course needs, **Randolph-Macon College cannot guarantee the availability of specific courses or seats within courses.** Therefore, it is the sole responsibility of the exchange student and his/her home institution to ensure what the student's graduation requirements at his/her home institution are and understand that those requirements may not be met during the time enrolled at RMC.