

How to Authorize Web Registration

First-time students and students who have made a program change must be “authorized “in order to web register.

Log In:

- Coahoma Homepage (www.coahomacc.edu)
- Click on ACCESS icon
- Enter your id#
- Enter your 7-digit pin number. Initially, your pin is set to your birthday in the format of MMDDYY. For example, pin would be 010180 for birthday on January 1, 1980.
- Click LOGIN

Advisor Information Center:

Advisee Records

Update Authorization

- Enter the student ID# or select student via the Drop-Down Box. The Drop-Down Box only includes students that are designated as your advisees.
 - If you do not know the student id#:
 - Select: Lookup Student Number
 - Enter the student’s last name and a portion of first name
 - Select: Submit
- Continue with steps below
- Click “Select Student”
- Click “Authorize” to authorize student for registration
- To select another student, click “Change Student” located to the right of the student name
- Continue to authorize students for registration

Log Out:

- When finished authorizing, click “Log Out”

Questions: Contact Computer Center @662.621.4152 or 662.621.4245