SIRS Class Rosters

Step 1: Go to the MVCC webpage located at www.mvcc.edu

Step 2: Click on the Student Information Registration System (SIRS) icon

Step 3: Close any pop up windows that may appear and scroll to the bottom of the page shown below.

Step 4: Click on the Secure Login link shown below:

Step 5: Enter your Login information. The USER ID is your Social Security Number (no dashes). Enter your PIN in the box below. Below is the screen that you should enter the information into:

Click on Login
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**Step 5b:** The first time that you login to the SIRS system, you will be prompted to enter a security question. You will see a screen as shown below to enter this security question information into:

![Security Question](image1.png)

Click **Submit** once both the security question and answer have been entered.

*(If you cannot remember your login and have to call the College for this information, you will be asked this security question to verify your identity.)*

**Step 6:** You will now see the following screen:

![Return to Menu](image2.png)

Click on **Return to Menu** in the top right.

**Step 7:** You will now see the following screen:

![Class Rosters](image3.png)

From here, you can retrieve your class rosters or input either Midterm or Final Grades.
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To get your class roster, click on Faculty & Advisors Menu

You will now see the following screen:

Select Summary Class List. You will now be prompted to select the term as shown below.

For the Fall 2005 semester, you will select Fall 2005. Click Submit.

You will now be prompted to select a class (CRN)

Select the appropriate class from the drop down list and click Submit.

Select Summary Class List. You will now be prompted to select the term as shown below.

DO NOT FORGET TO EXIT and CLOSE the internet session when done.