



Dynamic Forms Accounts

Monroe Community College uses Dynamic Forms, a document submission portal, to securely sign and submit documents electronically.

If you have an MCC account, you do not need to create a Dynamic Forms account. To log in, go to [MyForms \(https://www.monroecc.edu/go/MyForms\)](https://www.monroecc.edu/go/MyForms) and use your MCC network username and password.

Creating a Dynamic Forms Account

1. Go to the [Dynamic Forms “Create Account” page \(https://dynamicforms.ngwebsolutions.com/Account/CreateAccount\)](https://dynamicforms.ngwebsolutions.com/Account/CreateAccount) and enter all of information requested. Then click the “Create Account” button.
 - a. You will be asked for your email address, and to create a username and password. (See Figure 1.)

Dynamic Forms
Powered by ngwebsolutions

Create Account

Our enrollment process is fast, easy and secure. Once enrolled, you will immediately have convenient online access to complete required forms, view pending forms, and review your completed forms history.

Please complete all of the information below

Username *
Enter a Username

Username restrictions:

- Must be at least 8 characters long
- Must contain at least one letter.

Password *
Choose a password

Confirm Password *
Confirm your password

Password restrictions:

- Must be at least 8 characters long
- Must contain each of the character types below:
 - upper case letters
 - lower case letters
 - numbers
 - special characters: @ & \$

Figure 1

2. Dynamic Forms will send an email to the address you provided. Click on the “Activate Your Account” link in the email. (See Figure 2.)

Activate your account

3 minutes ago at 1:28 PM

From notify@ngwebsolutions.com > [More](#)

Hello Thank you for creating a Dynamic Forms account!

In order to complete your registration and activate your account, you must visit the link below:

[Activate your account](#)

Figure 2

3. After clicking the “Activate Your Account” link, you will automatically be logged in to your Dynamic Forms account. Click on the "Continue" button to complete the account activation.

Accessing Dynamic Forms

To get back to your Dynamic Forms account, go to the [Dynamic Forms login \(https://dynamicforms.ngwebsolutions.com/Login.aspx\)](https://dynamicforms.ngwebsolutions.com/Login.aspx). From here, you can access any pending or draft forms and view completed forms.