

BCC Student Services:

What New Students Need To Know

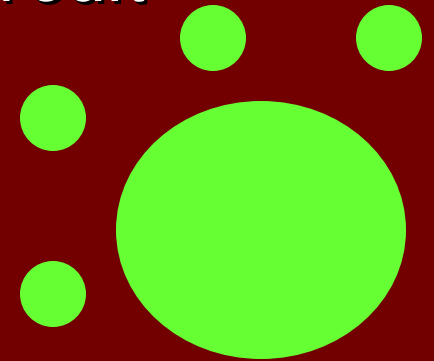
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What Is Student Services?

- Student Services includes:
 - Academic Advisement
 - E.O.F.
 - Financial Aid
 - Career Services and Job Placement
 - Registration-both credit and non-credit
 - Special Populations
 - Transfer



What Is Student Services?

BCC provides a variety of student services at multiple locations to increase accessibility and convenience

- Pemberton Campus – Parker Center 3rd Floor
- Mt Laurel Campus – Laurel Hall 1st Floor
- Willingboro and Mt Holly Centers

How To Utilize Student Services

■ As a BCC student, you can use student services to:

- ☒ Meet with an academic advisor
- ☒ Register for Classes
 - (Fall, Spring, Summer, Intersession)
- ☒ Drop or Add a class
- ☒ Request Transcripts
- ☒ Obtain Information on financial aid status
 - Get Details on qualifying for EOF
- ☒ Get a job on or off campus as a student or graduate
- ☒ Obtain necessary specialized services

Registering for Classes & Dropping and Adding Courses

- BCC recommends participating in early registration
 - Better class selection
 - Less lines
- Some students find that they need to change their schedule or deal with an academic issue
 - Registration fees ranging from \$15 - \$35



When You Register for Classes...

- ...refer to **online course descriptions** for more information about each course!

Burlington County College - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.bcc.edu/pages/1.asp

Pandora Radio - Listen to Free Internet... Burlington County College

Burlington County College

Home • Search • FAQ • Calendar • Directions & Map

Reminder: Early Fall 2009 registration payment due Tuesday Begins August 5th. [Click here to register](#)

Programs of Study

- Academic Credit Programs
- Course Outlines
- Institute for Professional Development
- Personal Enrichment Courses
- New Pathways to Teaching in NJ
- Distance Learning
- BCC Catalog and Student Handbook
- Faculty/Department Web Pages
- Adult Basic Education


Online Registration & WebAdvisor Access

Online Payment

Email Access


WHEN, HOW & WHY to Utilize Student Services:

"I Want To Drop (or Add) a Class for this Current Semester"

What I Need to Do First:	When I Should Do It?	How Do I Make It Happen?
<p>Check the Academic Schedule!</p>  <ul style="list-style-type: none">▶ Fees▶ Dates▶ Forms▶ Process	<p>Fall 2009</p> <p><u>Late Registration</u> & <u>"Add" Period:</u> Sept. 2 – Sept. 9 (Involves Fees)</p> <p>Drop Period with 50% Refund: Sept. 2 – Sept. 16</p>	<p>Student must complete required forms in person to make changes to the schedule.</p> <p>Changes to schedule may impact your full time student status (12 credits) and may impact financial aid, athletic eligibility, scholarships, ect.</p>

WHEN, HOW & WHY to Utilize Student Services:

"I Want To Schedule My Classes for Next Semester"

What I Need to Do First:	When I Should Do It?	How Do I Make It Happen?
<p>See an Academic Advisor to lay out classes for upcoming semester</p> 	<p>For easy access and faster service, students should see an advisor <u>PRIOR</u> to the start of the early registration.</p> <p><u>For Example:</u></p> <p>Early registration starts November 2 ,2009.</p> <p>Set up an appointment in Sept. OR Oct. 2009!</p>	<p>Call 609 894 9311 x7349 for the Academic Advising Directory.</p> <p>Select <u>option 4</u> for Walk In Advising Hours or <u>option 6</u> to request a Scheduled Advising Appointment.</p>

Keep BCC Updated!

- Burlington County College needs to know if you change your
 - Name
 - Address
 - Email
 - Phone Number (Cell or Home)
- Utilize the forms available through the Registrar's office to update your records.
- Utilize the Connect Ed Emergency Messaging link on the Homepage to update your emergency contact information.

How can the BCC Counselors/Advisors Help Me??

- Career Exploration
- Course Selection
- Transfer Questions
- Change of Major
- Review requirements for graduation
- Provide workshops or individual instruction on Study Skills, Time Management, Stress Management, etc.....

Student Services Online Resources

- Financial Aid: www.fafsa.ed.gov
 - Ideal time to apply is when you are completing your taxes (spring)
 - Can still submit your application online for fall or spring assistance
- Thinking About Transferring?
 - Set up a meeting with a transfer counselor
 - Visit www.njtransfer.org

Additional Online Student Services Resources

www.collegecentral.com/bcc

- Online resource for jobs for students on and off campus!
 - Create a candidate profile
 - Search for internal BCC student worker jobs
 - Flexible hours, good pay, no driving to work(!)
 - Search for external jobs from approved employers
 - FREE service provided to BCC students through the Career Services Office.

Additional Online Student Services Resources

www.bcc.edu

- **Web Advisor:** provides detailed overview of a student's academic record (grades, credits, financial status, etc)
- **Student Email:** utilized for faculty communication with classes and used by BCC for all student communication.
 - Username: Firstname_lastname
 - Password: MMDDYY (Birthdate)

Detailed information on using these tools will be available a little later in the presentation.

Thank You!

Contact Information:

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Parker Center Student Services Office