

# NOW THAT YOU'VE REGISTERED, WHAT'S NEXT?

*Frequently asked questions and answers after you've signed up for classes...*

## ✓ **When do classes start?**

Summer 2009 classes begin Tuesday, May 26th. Fall 2009 classes begin Tuesday, September 8th. Check your schedule for the specific dates and times of your classes. Days and times occasionally change. Check the VSC Portal (<https://blackboard.vsc.edu>) to view your current schedule.

## ✓ **Where is my class?**

Tentative classroom assignments will be available at <http://www.ccv.edu/locations/burlington/preclass>. You can also plan to arrive about 15 minutes early on the first day and stop by the lobby at 119 Pearl Street. Classroom assignments will be posted in the lobby and staff members will be available to direct you to your room. Some classes are held off site. For directions to off-site courses, visit the Burlington pre-class information page at <http://www.ccv.edu/locations/burlington/preclass/>.

## ✓ **What if I need to change my schedule?**

Before the first day of classes, you can adjust your schedule as long as the class you want is not full and you are academically eligible for the course. If you think you need to make a change after the first day of class, you will need to meet with an academic advisor immediately for their permission. Students are never permitted to enroll in classes that have already met twice.

If you need to drop a course, you can do so in person at CCV, through the web at <https://blackboard.vsc.edu>, or by calling the 24-hour toll free drop line at 1 (888) 689-8895. Before dropping a course, you should always review the Drop Policy and Refund Policy on the back of your registration confirmation or in the Student Handbook.

*Ceasing to attend a class or notifying the instructor does not constitute a drop and will result in a failing grade.*

Dropping a course may have severe consequences for financial aid students; it is best to consult with a Financial Aid advisor at (802) 859-3023 before you stop attending or drop a class.

## ✓ **Where do I buy my books?**

Textbooks for classes at CCV Burlington can be purchased at the University of Vermont's bookstore in the Davis Center (536 Main Street, Burlington; (802) 656-3290, <http://uvmstore.uvm.edu>). **Summer 2009 textbooks will be available May 18<sup>th</sup>. Fall 2009 textbooks will be available August 24<sup>th</sup>.** *Textbook information is not given over the phone.* Textbook costs vary, but you should plan to pay an average of \$100 per course for your books.

Books for all other CCV courses, including **ONLINE** courses, are available at <http://www.ccvbookstore.com>. **Summer 2009 textbooks for non-Burlington and online courses will be available May 4<sup>th</sup>. Fall 2009 textbooks for non-Burlington and online courses will be available July 27<sup>th</sup>.**

## ✓ **Do I have homework before class starts?**

Some classes will have required pre-class assignments, materials and/or computer supplies to purchase before class begins. To find this information, log into Blackboard (<http://www.blackboard.vsc.edu>) then enter your course's page (from the "Blackboard Courses: Quick View" box). If applicable, pre-class information will be included in the course description.

## ✓ **How do I get my Student ID card?**

Each semester, all registered students receive a CCV Student Identification Card. If you haven't received one, stop by the front desk to pick up yours. Your valid student ID is required for entrance into the parking garage and may also be used for discounts at some local businesses.

## ✓ What if I need to miss a class?

Attendance is taken in all CCV classes and will count as a part of your grade. Each instructor sets the attendance policy for his or her class and numerous absences can result in an automatic failing grade. Be sure to familiarize yourself with the attendance policy for each of your classes. If you must miss a class, let your instructor know before the class so that you can find out what you need to do to catch up. All CCV staff and faculty can be contacted via email using this sequence: [firstname.lastname@ccv.edu](mailto:firstname.lastname@ccv.edu).

## ✓ Where can I park?

Student parking is only available after 5:00 PM on weekdays and Saturdays from 8:30 AM – 4:30 PM in the garage on St. Paul Street (below the 119 Pearl Street building). **Your valid CCV Student ID is required to enter.** Student parking is for class attendance, learning labs and advisor/instructor appointments only. Parking in the St. Paul Street garage is not guaranteed in the event of unforeseen circumstances. Before 5:00 PM on weekdays, students are responsible for finding their own parking options.

## ✓ Where can I use a computer?

Room 106 in the Pearl Street building is our open computer lab and it is available for student use whenever CCV is open. Computers are also available in The Learning Center located in room 204 of the Cherry street building. Other computers are available to CCV students when not in use for instruction or assessment purposes in rooms Pearl 102, and 105, as well as Cherry 200 and LL9. CCV computers are not available for recreational purposes (personal e-mail, chatting, games, etc).

## ✓ How do I log on to CCV computers and Blackboard?

In order to use CCV's student computers and some websites, you will need your username and password. If you haven't already, go to Blackboard (<https://blackboard.vsc.edu>) to activate your account. You will need the last four digits of your Social Security Number and your College ID number to do so. Your College ID number is the 7-digit number on your student ID and your course schedule. You can also look it up on Blackboard under "What's my College ID?" When you create your account, you will create a password that you will need to remember. You can use this username and password to log into Blackboard and all student computers at CCV.

## ✓ What if I need help with my homework?

If you feel you're falling behind or just want an extra boost, help is available. Stop by The Learning Center (Cherry Street Room 204) for information on peer tutoring in The Learning Center, writing labs, math labs, and eTutoring which is a web based tutoring service available to all CCV students (<http://www.etutoring.org>). Schedules may not be available until the second week of classes.

## ✓ When is Orientation?

All new Fall CCV Burlington students are invited to attend New Student Orientation on the evening of Wednesday, September 2 at CCV Burlington. Please RSVP to [orientation@ccv.edu](mailto:orientation@ccv.edu) or 865-4422 if you would like to attend.

## ✓ Got more questions?

Stop by or call the front desk (119 Pearl Street, 865-4422) if you have questions. We'll do our best to help you!

