The Capital Bulletin is published every Monday of the academic year providing news about college activities and services. If you would like to submit an item to be printed in the Capital Bulletin, please send it to the Office of the Dean of Student Services, Room 212 by the Wednesday prior to publication.

### Upcoming Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Tuesday, April 16</td>
<td>University of Hartford Transfer Representative will be here 11:00am-1:00pm, Main Lobby.</td>
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<tr>
<td>University of Bridgeport Transfer Representative will be here 10:00 am-1:00pm, Main Lobby.</td>
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<tr>
<td>Thursday, April 18</td>
<td>University of Saint Joseph Transfer Representative will be here 10:00am-1:00pm &amp; 4:00pm-6:00pm, Main Lobby.</td>
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<tr>
<td>TD Bank Representative will be here 10:00am-4:00pm, Main Lobby.</td>
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<tr>
<td>Friday, April 19</td>
<td>Salsa Social Sponsored by Veterans Club Students and staff are welcome, 11th floor Auditorium, 6-11pm.</td>
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</tbody>
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### ATTENTION STUDENTS: SPRING GRADUATION

**2013 APPLICATION DEADLINE:**
If you believe you have enough credits to earn a degree or certificate this May, and your final cumulative grade point average is 2.0 or higher, please complete a graduation application.

You must see your faculty advisor or see your counselor (no appointment necessary).

A completed and signed graduation Audit must be on file in the Registrar’s Office by **Friday, April 26th**.

### NEIGHBORHOOD STUDIOS 2013

Applications are now available for **Neighborhood Studios**, the Greater Hartford Arts Council’s nationally renowned summer arts apprenticeship program. The Neighborhood Studios program offers an immersive, hands-on learning experience in the arts that teaches teens valuable career skills and pays them a weekly stipend for their work.

Prospective students can apply to any of the five 2013 studio programs:

- "Snap!" Photography at the Amistad Center for Art & Culture
- **Youth Jazz Orchestra** at Artists Collective
- **Breakdancing Shakespeare** at Hartford Stage
- **Write On! Non Fiction Writing** at The Mark Twain House & Museum
- "Eye on Video" Digital Film Production at Real Art Ways

Applications are due by **May 1, 2013**. To download an application or to learn more about each studio, visit: [LetsGoArts.org/NeighborhoodStudios](http://www.ccc.commnet.edu/docs/studentHandbook.pdf).

### WORKING TOWARD A CAREER IN HEALTH CARE?

The YWCA Career Women Program, in collaboration with Capital Community College, is a **new program which offers support, information, and an educational financial incentive to women students with families, who are pursuing an associate degree in health care.** For more information call 860-989-6242.

### NEW YORK CITY CULTURAL TRIP

**Saturday, April 20** - One Bus ONLY – Capital Students Get First Priority. **Cost:** $20 for round trip bus fare. **You’re on your own for the day-enjoy the city!**

- Departing – 950 Main Street at 8:00am SHARP!!
- Departing- New York City at 7:30pm SHARP!!

Tickets on sale now! For more information see Margaret Abraham in the Counseling Office (Room 208B) or call (860) 906-5044.

**2013 EARTH DAY CELEBRATION**

Monday, April 22, 11th floor Auditorium, 1-3pm Stop by to see ways you can save the environment! Giveaways & Refreshments will be provided to attendees.

**CT FORUM** is offering free tickets to “Funny Smart People” at the Bushnell, Saturday, May 4 at 8pm. For more information visit the Dean of Student Services Office - Room 212.

### SUMMER 2013 – REGISTRATION SCHEDULE

**All Students:**
- **Web Registration Began:** Monday, April 1 at 9:00am
- **Walk-In Registration Begins:** Monday, April 22 at 9:00am

**Degree-seeking students should consult with a counselor or faculty advisor before course registration.**

- **Summer Session 1A:** June 3 – July 5
- **Summer Session 1B:** June 3 – July 30
- **Summer Session 2:** July 8 – August 9

### FALL 2013 REGISTRATION SCHEDULE

**Currently Enrolled Capital Students:**
- **Web Registration Began:** Monday, April 1 at 9:00am
- **Walk-In Registration Begins:** Monday, April 22 at 9:00am

**New Capital Students:**
- **Walk-In & Web Registration Begins:** Monday, April 22 at 9:00am

**FALL 2013 Classes begin ON WEDNESDAY, AUGUST 28**

### CAPITAL COMMUNITY COLLEGE TRANSFER SCHOLARSHIPS

If you are planning to transfer to Central Connecticut State University, Eastern Connecticut State University, or University of Hartford, Financial Aid Office is accepting applications. Other scholarships are also available for graduating students. Please stop by Room 216 for more information.

### FINANCIAL AID WORKSHOPS

Learn how to apply for financial aid by attending one of our workshops in Room 218 – 2nd floor:

- **Friday, April 19**, 9:30-11:00am & 1:30-3:00 pm
- **Friday, April 26**, 9:30-11:00am & 1:30-3:00pm

**Items you will need to bring with you:**
- A current e-mail address.
- The federal pin number-assigned to you by U.S. Dept. of Education. To get the Federal Pin, go to: [www.pin.ed.gov](http://www.pin.ed.gov)
- Any 2012 income information.

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**Student Questions:** Consult the Student Handbook @ [http://www.ccc.commnet.edu/docs/studentHandbook.pdf](http://www.ccc.commnet.edu/docs/studentHandbook.pdf)
PHI THETA KAPPA
The Phi Theta Kappa Honor Society Chapter at Capital is looking for students who have earned a G.P.A of 3.5 and above and have completed 12 hours of course work leading to an associate degree. For more information contact PTK Advisor Mike Ligon at mligon@capitalcc.edu or phone 860 906-5178.

MARKET THURSDAYS
Students who are interested in vending at the college may submit a completed “Student Vendor Request Form” for approval by the Dean of Student Services. Forms are available in Room 212.

INCLEMENT WEATHER CLOSING PROCEDURES
Please review the College website for procedures explaining announcements for school closing related to inclement weather at www.capitalcc.edu/weather.htm

PHOTO I.D.’S
Photo I.D.’s are available to students in Room 714. Hours for the Spring 2013 semester will be posted on the door.

STUDENT WORK STUDY/STUDENT LABOR PAYCHECKS
Students may pick up their paychecks in the Human Resources Office, Room 214, every other Thursday from 3pm – 4pm.

BURSAR’S OFFICE PAYMENT DROP BOX
Students who want to make a payment after normal business hours should use the Bursar’s Office new Drop Box for CHECK AND CREDIT CARD PAYMENTS ONLY. NO CASH, PLEASE. It is located in the corner to the right of the Bursar’s Office window, Room 217.

ALL COLLEGE FEES ARE DUE AT THE TIME OF REGISTRATION.

OPEN COMPUTER LABS
The following rooms are available for OPEN LAB usage: Rooms 611, 612, 614, 615, 619 & 620 - Rooms 602 & 618 are available specifically for AUTOCAD users. Please check the schedule posted outside of each room for Pre-Scheduled Classes.

General Lab Hours are: Monday – Thursday 8am – 9pm, Friday 8am – 4pm, and Saturday 8am – 3pm.

Room 218: Monday-Friday 8am – 3pm. Lab Assistance can be found at the 6th floor Center Isle: Student PC Lab support.

MYCOMMNET & Blackboard Learn
Your single stop for all college information, with direct access to Blackboard Learn, Banner Self-Service, System Announcements and Library Databases.

For Technical Assistance
Student Password Reset:
IT (860) 906-5252 or Registrar’s Office (860) 906-5140
Student/Faculty Self-Service
Registrar’s Office (860) 906-5140 or ca-registrar@capitalcc.edu
Library Databases:
(860) 906-5020 or ca-library@capitalcc.edu
Blackboard Learn:
Academic Media Technology (860) 906-5030 or ca-media@capitalcc.edu
Blackboard Learn After Hours Assistance Contact:
Contact the ConnSCU Online Support Center,
Hours: M-Th 8am- 8pm; Fri 8am-5pm; Sun 1pm-9pm
Phone: 860-493-0221
Web: https://websupport.ct.edu

STUDENT CENTER - ROOM 709
All students are encouraged to visit the Student Center to relax, and are welcome to use the Cable TV and audio equipment

ACADEMIC MEDIA TECHNOLOGY
(860) 906-5030, Room 1031
Monday - Thursday  8AM - 7 PM
Friday 8AM - 4:30PM

ACADEMIC SUCCESS CENTER (TUTORING) (860)906-5200 4th Floor
Math Center-Rm. 412
Mon- Thurs. 9:00 am - 8:00 pm
Fri, & Sat. 10:00 am - 2:00 pm
Writing Center -Rm. 409
Mon. –Wed. 10:00 am - 6:00 pm
Thurs.  10:00 am - 2:00 pm
Fri. & Sat. 10:00 am -12:00 pm
Computer Center - Rm. 423
Mon.-Thurs.  9:30 am - 7:00 pm
Fri. & Sat. 10:00 am - 2:00 pm

Appointment Tutoring Please call (860) 906-5200 or stop by ASC Reception Desk on 4th floor to make an appointment.

BOOKSTORE HOURS, (860) 525-5956, 7th Floor
Monday 9AM - 6PM
Tuesday, Wednesday & Thursday 9AM - 4PM
Friday 9AM - 1PM

BURSAR, (860) 906-5061, Room 217
Monday, Wednesday & Thursday 9AM - 5PM
Tuesday 9AM - 6PM
Friday 9AM - 3PM

CAREER SERVICES, (860) 906-5107, Room 209
Monday - Thursday 9AM – 5PM
Friday 9AM – 3PM

COMPUTER RESOURCE CENTER, 6th Floor
Monday - Thursday 8:30AM - 9:30PM
Friday 8:30AM - 4:00PM
Saturday 8:30AM - 3:00PM

COUNSELING CENTER, (860) 906-5040, Room 208
Monday, Wednesday & Thursday 9AM - 5PM
Tuesday 9AM - 6PM
Friday 9AM - 3PM

ENROLLMENT SERVICES, (860) 906-5140, Room 207
Mon., Wed., Thurs. 9AM - 5PM
Tuesday 9AM - 6PM
Friday 9AM - 3PM

FINANCIAL AID, (860) 906-5090, Room 216
Mon., Wed., Thurs. 9AM - 5PM
Tuesday 9AM - 6PM
Friday 9AM - 3PM

LESSENGS FOOD SERVICE, (860) 906-5126, 7th Floor
Monday – Thursday 7:30AM-2:00PM, Kiosk 8:00AM-6:00PM
Fridays 7:30AM-1:00PM Kiosk 8:00AM-1:00PM

LIBRARY, (860) 906-5027, 5th Floor
Monday - Thursday 8:30AM - 8PM
Friday 8:30AM - 4:30PM
Saturday 10AM - 2PM

PLACEMENT TESTING, (860) 906-5089, Room 220
Monday – Wednesday 7:30AM-2:00PM, Kiosk 8:00AM-6:00PM
Fridays 7:30AM-1:00PM Kiosk 8:00AM-1:00PM

STUDENT ACTIVITIES, (860) 906-5087, Room 707
Monday - Friday 9AM - 5PM

STUDENT SENATE OFFICE, (860) 906-5000 x6422, Room 704
Monday - Friday 9AM - 5PM

WELCOME CENTER, (860) 906-5077, Room 201
Monday - Thursday 8:30AM - 5PM
Friday 8:30AM - 4:30PM
Saturday 9AM - 12PM