Upcoming Events

Monday, December 1
THANKSGIVING RECESS ENDS.

The National Student Nursing Association will be hosting a poinsettia sale for the holidays, 8am-2pm, Main Lobby.

Tuesday, December 2
SNAP Outreach Worker will be here with information about SNAP benefits & eligibility, 10am-2pm, Main Lobby.

University of Saint Joseph transfer representative will be here 10am-1pm & 4-6pm, Main Lobby.

Tip: “Freedom can occur only through education... Friedrich Schiller”

Wednesday, December 3
American International College transfer representative will be here 10am-1pm, Main Lobby.

Friday, December 5
The National Student Nursing Association will be hosting a poinsettia sale for the holidays, 11am-2pm, Main Lobby.

Saturday, December 13
LAST DAY OF CLASSES.

Monday, December 15
FINAL EXAMS BEGIN.

Attention Students Fall 2014 Graduation Application Deadline
If you believe you have enough credits to earn a degree or certificate this December, 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, December 5, 2014.

Spring 2015 – Registration Schedule

Currently Enrolled and New Capital Students:
- Web & Walk-In Registration is currently in session.
  All continuing degree-seeking students should consult with a counselor or faculty advisor before course registration.

Career Info Sessions:
A one hour session that provides important Career Information.

Career Info Sessions:
Objectives of Informational Interviews
December 2, 2014
Room 209
1:30pm

NEED A JOB OR CAREER ADVICE?
Visit the Career Center on the 2nd floor, Room 209.
Get help with writing your resume, interview preparation and anything job-related. Don’t have a resume? Stop by to make an appointment to meet with us, or call us at: (860)906-5107 – we can help!!

Achieving the Dream is launching a Student Perspective Team for DREAM 2015. The Student Perspective Team will provide up to 6 students from active Achieving the Dream Institutions with the opportunity to engage significantly with the efforts both at their institution and across the National Reform Network. Selected students will engage in learning process that culminates in attending DREAM 2015 in Baltimore, Maryland from February 17-20, 2015.

Applications are due by close of business on December 15, 2014. All applications must be submitted to Achieving the Dream by a member of your institution’s Achieving the Dream Core Team. Questions about this opportunity should be addressed to Elyssa Shildneck, eschildneck@achievingthedream.org or Tyesha Wood (860) 906-5078, twood@capitalcc.edu.

STUDENT HEALTH INSURANCE
All enrolled students are automatically covered under school time only Accident Insurance Plan. For a fee, students have the option to subscribe to the optional 24-hour Accident & Sickness Insurance Plan to enroll dependents under the plan. Procedures and applications can be obtained from the Office of the Dean of Student Services in Room 212.
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 Fall 2014 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 – Friday 7am – 11pm & Saturday 8am – 3pm
Room 218: Monday-Friday 8am – 3pm.
Lab Assistance can be found at the 6th floor Center Isle: Student PC Lab support.

MYCOMNET & 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 - 7PM
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) 906-5001, 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 - Friday 7AM - 11PM
Saturday 8AM - 3PM

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

ENROLLMENTS 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

FOODSERVICE, (860) 906-5126, 7th Floor
Monday – Thursday 7:45AM-6:00PM,
Fridays 7:45AM-1:00PM

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

PLACEMENT TESTING, (860) 906-5089, Room 220
Monday, Wednesday 10AM (General)
Tuesday 4PM (General)
Thursday 10AM (General)

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

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

WELCOME CENTER, (860) 906-5077, Room 201
Monday, Wednesday, Thursday & Friday 8:30 AM - 5PM
Tuesday 8:30 AM - 6 PM
Saturday 9AM - 12PM