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**

**Monday, October 20**
Nutmeg State Federal Credit Union representative will be here with banking information, 9am-2pm, 7th Floor.
Wells Fargo Bank representative will be here with banking information, 9am-2pm, 7th Floor.

**Tuesday, October 21**
Ted from Build-A-Bracelet will be here with fashion jewelry and accessories, 8am-4pm, Main Lobby.
SNAP Outreach Worker will be here with information about SNAP benefits & eligibility, 10am-2pm, Main Lobby.

**Wednesday, October 22**
Santander Bank representative will be here with banking information, 9am-2pm, Main Lobby.
Southern CT State University transfer representative will be here, 10-1pm, Main Lobby.
University of Phoenix transfer representative will be here, 4-7pm, Main Lobby.

**Students First**

**Spirit Week**

**Tuesday, October 28**
Theme: Capital Day and Convocation (students will wear CCC para)
Overview: Student convocation will be held including a student panel, college jeopardy, and college/community resource fair.
1-3pm, Auditorium

**Wednesday, October 29**
Theme: Civic and Community Engagement
Overview: College and Community Resource Fair (Open House), Vendors, Games, and Activities.
4:30-7:00pm, 2nd floor atrium

**Thursday, October 30**
Theme: CCC Harvest Pride
All day, refreshments and activities will be held on the 2nd floor

**Tip:** “Education is the investment our generation makes in the future. Mitt Romney.”

**Lunch, Learn, Life Skills Workshop:**
One and a half hour sessions that deliver important career information. A pizza lunch is provided for students who attend the entire session.

**Managing Debt**
**Monday, October 20th, 2014**
11:30-1:30pm
Room 307 &
**Thursday, October 23rd 2014**
11 am-12:30pm
Room 318

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

**Resume Review & Cover letter Writing**
**Tuesday, October 21st**
1:30 pm
Room 209

**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!

Student Questions: Consult the Student Handbook @
http://capitalcc.edu/publications.htm
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 – 8pm.
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 - Friday 7AM - 11PM
Saturday 8AM - 3PM

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

LESSINGS FOOD SERVICE, (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 - 4:30 PM
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 SENATE OFFICE, (860) 906-5000 x4422, Room 704
Monday - Friday 8:30 AM - 5PM
Tuesday 8:30 AM - 6 PM
Saturday 9AM - 12PM

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