



# CAPITAL BULLETIN

Monday, March 6, 2017

Doris B. Arrington, Dean of Student Services  
1-800-894-6126 (In Connecticut only)

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

### Tuesday, March 7

A representative from **Driver's Education** will be here with information, 8AM- 5PM, **Main Lobby**.

### Wednesday, March 8

A representative from **Sam's Club** will be here with membership information, 10AM-12:30PM, **7<sup>th</sup> Floor**.

### Monday, March 13

**SPRING RECESS BEGINS.**

### Monday, March 20

**SPRING RECESS ENDS.**

Tip: "Optimism is the faith that leads to achievement." Helen Keller"



### ATTENTION STUDENTS: SPRING GRADUATION 2016 APPLICATION DEADLINE:

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

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

A completed and signed graduation Audit must be on file in the Registrar's Office by **Friday, April 28th**.

### NORDSON BUILDS SCHOLARSHIP OPPORTUNITY

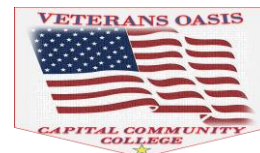
This scholarship program is now open to applicants for the 2017-2018 academic year. Scholarships range from \$2,000-\$10,000. For information on eligibility please visit

[www.ofrc.org/smr/nordson](http://www.ofrc.org/smr/nordson)  
**DEADLINE- MAY 12, 2017**



**DISRUPTION** conversation on the innovators in business, media and culture, **Friday, March 10, 2017**, at the **Bushnell Theater**, 8 pm. Please come to the Student Services Office in Room 212.

## CAPITAL COMMUNITY COLLEGE VETERANS OASIS



Meet **CANDYCE SCOTT**, our OASIS intern

She can provide assistance in the following areas:

- **Career Exploration**
- **College Transfer**
- **Resume Writing**
- **Laughter & Stress Release**
- **Tutoring (writing & projects)**

Meet Candyce in the OASIS, Room 424, Mondays 9-12:30 and Wednesdays 9-5. Relax and have a cup of coffee and a snack.

### Currently Enrolled Capital Students:

- **Web Registration Begins: Monday, April 3**
- **Walk-In Registration Begins: Monday, April 17**

### New Capital Students:

- **Walk-In & Web Registration Begins: Monday, April 17**

## WEATHER CLOSING

Information on inclement weather closings will be displayed:

### On the Web

- The Capital Community College Homepage and Facebook page
- WTIC.com
- 965TIC.com
- WRCH.com
- NBCCONNECTICUT.com
- FOXCT.com
- CTNOW.com

### On Television

- WFSB - Channe 3, WVIT - Channel 30 & FOX 61

### On the Radio

- WTIC - 1080 AM & 96.5 FM
- WZMX - 93.7 FM
- WRCH - 100.5

<http://www.capitalcc.edu/weather-cancellation-information/>

Student Questions: Consult the Student Handbook @

<http://www.capitalcc.edu/2016/08/12/student-handbook-2016-2017/>

### **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](mailto: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](http://www.capitalcc.edu/weather.htm)

### **PHOTO I.D.'S**

Photo I.D.'s are available to students in Room 714. Hours for the spring 2017 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 7:30am–9:30pm & Saturday 8am–3pm

**Room 218:** Monday-Friday 8am – 3pm.

Lab Assistance can be found at the 6<sup>th</sup> 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](mailto:ca-registrar@capitalcc.edu)

##### *Library Databases:*

(860) 906-5020 or [ca-library@capitalcc.edu](mailto:ca-library@capitalcc.edu)

##### *Blackboard Learn:*

Academic Media Technology (860) 906-5030 or

[ca-media@ccc.comnet.edu](mailto:ca-media@ccc.comnet.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: 860-723-0221

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

8:30AM - 5PM

Friday

8:30AM – 4:30PM

### **ACADEMIC SUCCESS CENTER (TUTORING) (860)906-5200 4<sup>th</sup> 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 4<sup>th</sup> floor to make an appointment.

### **BOOKSTORE HOURS, (860) 525-5956, 7<sup>th</sup> 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, 6<sup>th</sup> Floor**

Monday - Friday 7AM - 11PM

Saturday 8AM - 3PM

### **CONTINUING EDUCATION, (860) 906-5130, Room 316**

Short-term career training and 1-day skill building courses. CE is also home to the Career Advancement Program for credit students and the FIRST Center (financial services for CCC students).

Monday-Friday 9AM-4:30PM

### **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, 7<sup>th</sup> Floor**

Monday – Thursday 7:45AM-6:00PM, , Fridays 7:45AM-1:00PM

### **LIBRARY, (860) 906-5027, 5<sup>th</sup> Floor**

Monday - Thursday 9AM - 8PM

Friday 9AM - 4:30 PM

Saturday 10AM - 2PM

### **PLACEMENT TESTING, (860) 906-5089, Room 220**

Monday, Wednesday 10AM (General)

Tuesday 5PM (General)

Thursday 10AM or 2PM (General)

### **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, Wednesday, Thursday 8:30 AM - 5PM

Tuesday 8:30 AM - 6 PM

Friday 8:30 AM -4PM