



CAPITAL BULLETIN

Monday, March 20, 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

Monday, March 20

SPRING RECESS ENDS.

Community Renewal Team will be here with information, 11am-2pm, **7th Floor.**

Tuesday March 21

The Office of Student Development Services will be hosting: Dynamics of Human Interaction workshop, 1pm-2pm, **Community Room.**



Tip: "Whatever the struggle, continue the climb. It may only be one step to the summit. Diane Westlake."



ATTENTION STUDENTS: SPRING GRADUATION 2017 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
DEADLINE- MAY 12, 2017

Fall 2017 Registration Schedule

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**

Capital Community College/ USPS® Passport Fair

Capital Community College and the United States Postal Service® have teamed-up to offer you a convenient and time-saving opportunity.



Date: Wednesday, March 22nd 2017
Time: 10:00a.m.-2:00p.m.
Location: Main Lobby

CONNTAC SCHOLARSHIP OPPORTUNITY

PURPOSE OF SCHOLARSHIP: The Board of Directors of the Connecticut Talent Assistance Cooperative established the CONNTAC, Inc. Scholarship award to recognize participants who have overcome obstacles in order to pursue an Associate's or Bachelor's degree. In order to accurately reflect the mission of CONNTAC, Inc. scholarships will be awarded **ONLY** to low-income individuals whose parents (mother or father) have **NOT** earned a Bachelor's degree.

REQUIREMENTS:

1. Individual must **NOT** be a client of another TRIO program within Connecticut. This includes any Talent Search, Upward Bound, Student Support Services or Ronald McNair Post Baccalaureate programs.
2. Must be a documented CONNTAC – E.O.C client for FY 2016-2017 (September 2016 – August 2017). Contact the Central Office at (203) 634-7669 for further information.
3. Demonstrate that you are low-income and or have financial need.
4. Neither your mother nor your father has earned a Bachelor's degree.
5. Show you are attending or will be attending a postsecondary institution for the semester in which the award is given.

Attach completed PDF Application into an email to be sent to

scholarship@conntacinc.org

APPLICATION DUE DATE: Post marked no later than Monday May 15th, 2017. No exceptions for late applicants.

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 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 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 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@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 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

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, 7th Floor

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

LIBRARY, (860) 906-5027, 5th 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