STUDENT SERVICES & RESOURCES

SYLLABUS ADDENDUM-SPRING 2022



Lion365
Year-round
Registration

NCTC
OneLogin

Advising
Worksheet
Tutorial

Online
Registration
Tutorial

Students First FAQ I'm
Registered!
What's Next?

Student
Services and
Support

Community Resources

TimelyCare
Telehealth
Services

AFFINITY GROUPS AND STUDENT ENGAGEMENT

Providing support and resources enables us to connect with students who are deserving of equity and understanding. Staff and faculty serve as advocates for NCTC's Affinity Groups for students who have specific barriers or systems they are navigating not only within college but within life. Student Life and our Awareness months promote in-person and virtual events as well as volunteer and leadership opportunities to foster student engagement. The Honors Program is also a great way for students to realize their full potential. Be sure to download the NCTC App to connect with other current or prospective students and get immediate updates and feedback about all things NCTC!

CAREER SERVICES CENTER

In need of employment or direction? NCTC Career Coaches meet one-on-one to provide training in writing resumes, job searches, interviewing, and more. Utilize some free online assessments to determine your interests and future career options, explore What Can I Do with This Major. The Skills to Succeed Academy is also a free interactive, online employability training program focused on building the skills and confidence you need to succeed in today's workforce. At NCTC we want to help you Aspire to Be Hired!

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COMPLETION CENTER

The Completion Center provides a variety of services for first-time in college students. This includes academic success coaching, goal setting, course planning, and connecting to resources for all new college students. Free online Success Seminars are available through Student Lingo. New students will enroll in a First Year Experience (NCTC 1001) course to get started on the right track and can also qualify to join the National Society of Leadership and Success!

COUNSELING AND ADVISING

Advisors/Success Coaches help students explore <u>majors and programs offered</u>, identify the best combination of classes to meet their goals, navigate <u>how and when to transfer</u>, and motivate students to continue on their journey to academic and personal success. Students are assigned to a specific advisor/success coach based on their major or career interests and can schedule in-person, phone, or virtual appointments through their online calendar!

Students also have access to free 24/7 telehealth counseling and medical appointments through <u>TimelyCare</u> and can contact one of our <u>NCTC Counselors</u> for help locating <u>Community Resources</u> and <u>Wellness</u> agencies, or they can request assistance to let us know their needs related to healthcare, housing, childcare, food, financial assistance, and other support.

EARLY ALERT AND CARES

Faculty and staff may refer students who are struggling academically as an Early Alert in an effort to provide needed intervention and support services. Students submitted as an Early Alert will be contacted by their advisor/success coach through text, phone, and/or via their NCTC e-mail address to discuss any current challenges as well as helpful resources and success strategies. Our <u>Academic Recovery</u> programs is also offered for students who need help bouncing back from Academic Probation or Suspension. We want our students to finish strong!

Additionally, the NCTC CARES Team is concerned not only about our students' academic success but also their emotional and physical well-being. As a student, you have the ability to report concerning behavior which could impact your own safety or the safety of another NCTC student, such as stalking, harassment, physical or emotional abuse, violent or threatening behavior, or self-harm. Download our Campus Safety app, and if you feel there is an immediate threat to your welfare (or to another student), please call 911 immediately.

EQUITY, DIVERSITY AND INCLUSION (EDI)

EDI partners with the entire campus community to create, maintain, and demonstrate NCTC's commitment to an equitable, diverse, and inclusive learning environment where NCTC students succeed. NCTC defines equity as encompassing the practice of acknowledging individual differences and systemic disparities when developing new programs and resources for our campus community, which may sometimes challenge our own beliefs and assumptions, in order to ensure balanced educational opportunities toward completion. "Everyone Included. Everyone Belongs. Everyone Valued. Everyone Inspired."

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FINANCIAL AID

The Office of Financial Aid provides students with information and guidance with applying for eligible types of financial assistance, such as the FAFSA (Free Application for Federal Student Aid) or Veteran's Benefits. Students who have exemptions or tuition waivers will also work with the Financial Aid Office to have these funds applied to their accounts. Additionally, the NCTC Scholarship Office provides local scholarship opportunities through an online application process, and our Business Office has payment plan options.

LIBRARY SERVICES AND TECHNICAL SUPPORT

NCTC Libraries have resources from books and media to online databases and study guides to, as well as a free <u>Laptop Loaner program</u>! Contact them through their <u>Ask a Librarian form</u> or visit with one of our very helpful librarians in person during their <u>campus hours</u>. To locate the books, supplies, or access codes needed for classes, check out the <u>NCTC Bookstore!</u>

Students needing support for online classes and/or with Canvas specifically can visit our <u>eLearning</u> site for helpful tips or submit a ticket for Canvas support. For any other technical issues related to your <u>OneLogin</u> or accessing your needed technology on or off campus, please contact our <u>ITS</u> (Information Technology Services) Help Desk!

STUDENT SUCCESS CENTER

The Student Success Center is designed to help all students at NCTC develop tools to achieve their academic goals. The center links students to FREE tutoring, including a Writing Center, a Math Lab, and <u>online tutoring</u>. First generation students can also participate in <u>TRIO</u> whose mission is to develop and equip historically underrepresented student populations with skills, experiences, and academic practices that assist them in achieving their educational goals. Student Success also offers a childcare assistance program for students who qualify!

The Office for Students with Disabilities (OSD) provides accommodations, academic, and career counseling for students. Disclosure of a disability to college officials is not required unless requesting accommodations.

TESTING SERVICES

Contact the Testing Center with questions or scheduling information for the TSIA2 placement exam, CLEP, GED, TEAS, or exams that must be proctored for NCTC courses. Email your closest NCTC Testing Center at Corinth Testing, Denton Testing, Flower Mound Testing, Gainesville Testing, Bowie Testing, or Graham Testing.