Welcome to...

TCC | Northwest Campus

New Student Group Advisement

Dr. Elva Concha LeBlanc
President
What you need to know...

How do I register for classes?
Where do I get a copy of my TCC degree plan?
Should I drop my class?
Which classes should I take this semester?
How many courses should I take if I plan to work?
Will I lose my classes if I don’t pay?
Which classes do I need for my degree plan?
The following links may display confidential information.

- Register for classes
- Make a payment
- View/print
  - Financial aid information
  - Class schedule
  - Degree audit
  - Enrollment verification
  - Unofficial transcript
- Request
  - Official transcript
  - Transcript evaluation
- and more
• Every TCC student has a TCC email address.

• Your email address is your WebAdvisor username:

[WebAdvisor username]@my.tccd.edu

mary.smith@my.tccd.edu
mary.smith12045@my.tccd.edu

• The college will send important announcements including:
  • payment deadlines
  • financial aid information
  • canceled class information
  • and more

Check it daily
Meningitis Vaccination

The meningitis vaccination (MV) requirement applies to students under the age of 30 who are:
- first-time freshmen
- new transfer students
- new and returning continuing education students
- returning TCC students who have experienced a break in TCC enrollment of at least one fall or spring term

Distance Learning

If you have never taken an Internet course OR if you have taken an Internet course but did not receive a grade of C or better, you must take the SmarterMeasure assessment before you can register for an Internet or Instructional Television course.
- The assessment takes about 35 minutes to complete
- Topics include:
  - Reading Rate and Recall (minimum score of 60% required)
  - Technical Competency (minimum score of 60% required)
  - Technical Knowledge (minimum score of 50% required)
  - Typing Speed and Accuracy (minimum score of 15 WPM required)
- 46 credits
- Restricted courses
  - Must pass Accuplacer or developmental courses
- Convert to an A.A. degree
  - Add 18 credits of electives
- “Field of Study” courses can be taken as electives in addition to the Core Curriculum:
  - Business
  - Computer Science
  - Communication
  - Journalism/Mass Communication
  - Radio & Television Broadcasting/Broadcast Journalism
Degree or Certificate

The classes you need depend on the degree or certificate you are working on.

- Certificate of Completion
- Associate of Applied Science
- Associate of Arts
  - Designed as a transfer degree
- Associate of Science
  - Designed as a transfer degree
- Associate of Arts in Teaching
  - Designed as a transfer degree
Transfer Degrees
These are for students seeking a four-year degree at a university

Electives for Transfer
These are dictated by your major and the transfer university

Visit the University Transfer Center located between the bookstore and cafeteria
Technical Degree

A program specifically designed to teach a technical skill so that you can enter work upon graduation

- Accounting Assistant
- Airframe Maintenance/Electronics Technology*
- Aviation Maintenance Technology*
- Business
- Criminal Justice*
- Fire Investigation Technology*
- Fire Protection Technology*
- Horticulture*
- Information Technology (programming, network support, security)
- Occupational Health & Safety Technology*
- Occupational Safety & Environmental Technology*
- Postal Service Administration*
- Railroad Dispatcher*
- Small Business Management*

* NW Campus Only
Technical Degree

A program specifically designed to teach a technical skill so that you can enter work upon graduation

• All A.A.S. degrees on NW Campus require:
  • English 1301
  • Speech
  • Humanities/Fine Arts

• Advisement done by Technical Program Advisors
Where do I find a copy of my degree plan?

- **WebAdvisor**
  1. Log on to WebAdvisor
  2. Click on Degree Audit
  3. Select your degree and catalog year

- **Advising Office**

Which classes can I register for?

- **This is based on your Accuplacer scores.**

- **Check your scores on your Texas Success Initiative (TSI) Academic Success Plan.**
Did you fail any section of the Accuplacer?

Search for free Accuplacer practice tests on Google; there are many options available online.

- Retesting can be done immediately if it was your first time to test.

- If you have taken the test 2 times, you must wait 30 days.

- Brush up for the test at:
  - thea.nesinc.com
  - testprepreview.com
  - purplemath.com
  - sosmath.com
  - mathmax.com
Academic Advising

First time in college students will be:
- assigned to a counselor or academic advisor.
- required to meet with the assigned counselor or advisor two (2) times during the semester.

STSC 0111 Course

All first-time-in-college students and students required to enroll in developmental education courses are required to complete this course.
A Word about Developmental Courses

Students not passing any portion of the Accuplacer will be required to continuously enroll in at least one developmental course until they complete all developmental requirements.

- Non-credit
- Non-transferable

- Do count as part of your course load for:
  - Insurance
  - Financial Aid
  - Income Taxes

- Do not affect your GPA
Popular schedule for 1st semester

Accuplacer passed
- ENGL 1301
- HIST 1301/1302
- MATH 1314
- STSC 0111

Accuplacer not passed
- ENGL 0324
- RDNG 0361
- MATH 0302/0304/0350
- STSC 0111

Add Fine Arts, Speech, or Computer Applications
(Applicapler scores do not affect these courses)

12 hours or more is considered full time
How much time will each class take?

- Spend 2 hours studying for each 1 hour spent in class
- Science or medical courses: spend 3 hours studying for each 1 hour spent in class

For example if you are taking ENGL 1301, you will spend:

- 3 hours / week in class
- 6 hours / week studying
- 9 hours / week total for ENGL 1301

Plan your time and schedule accordingly.
# How many classes should I take if I’m working?

<table>
<thead>
<tr>
<th>Work: 0-24 hrs</th>
<th>4+ classes (12+ credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work: 25-34 hrs</td>
<td>3 classes (9-11 credits)</td>
</tr>
<tr>
<td>Work: 35+ hrs</td>
<td>1-2 classes (1-8 credits)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1302</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>BIOL 1408</td>
<td>4 credit hours</td>
</tr>
<tr>
<td>MATH 0350</td>
<td>3 non-credit hours</td>
</tr>
</tbody>
</table>

13 hour course load
Review Notes Frequently

- Studies show that people remember best if they study material frequently.
- Use your notes to review material within 24 hours of learning it.
- Then review it several more times.
Grade Point Average (GPA)

Grades received in each class are given points according to this scale:

- **A** = 4 points
- **B** = 3 points
- **C** = 2 points
- **D** = 1 point
- **F** = 0 points

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Grade</th>
<th>Points</th>
<th>No of Credits</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>A</td>
<td>4 x 3</td>
<td>= 12</td>
<td></td>
</tr>
<tr>
<td>RDNG 0361</td>
<td>A</td>
<td>4 x 0</td>
<td>= 0</td>
<td></td>
</tr>
<tr>
<td>BCIS 1405</td>
<td>B</td>
<td>3 x 4</td>
<td>= 12</td>
<td></td>
</tr>
<tr>
<td>ARTS 1301</td>
<td>C</td>
<td>2 x 3</td>
<td>= 6</td>
<td></td>
</tr>
</tbody>
</table>

\[
\frac{30}{10} = 3.0
\]

- Grades are normally available two days following the last day of final exams
- Grades are available on WebAdvisor
- Grades are **not** mailed to students
Academic Standing

**Good**
- Cumulative GPA 2.0 or higher

**Probation**
- Cumulative GPA less than 2.0
  - Term GPA less than 2.0

**Suspension I**
- Sit out one 16 week semester, or sign Academic Success Contract

**Suspension II**
- Sit out one 16 week semester

**Dismissal**
- Sit out one calendar year

- **Meet with a Counselor if you are on Suspension or Dismissal**
Dropping a class
An alternative to receiving a failing grade; speak to an advisor/counselor first

Drop a course?

- Check for deadlines
  - Online academic calendar
  - Registrar’s Office
- Withdraw online or in person
  - WebAdvisor
  - Registrar’s Office
- Print and keep copies of all paperwork

The #1 reason for dropping a course is trying to work full time and go to school full time.
FERPA
Family Educational Rights and Privacy Act

• Some of your records may be protected under the *Family Educational Rights and Privacy Act of 1974*.

• Your academic records cannot be released without written permission from you.

• You may sign a release form at the Registrar’s Office which they will keep on file.
Costs and Payments

The Business Services office on each campus handles all payments, fees and fines.

• Payment of tuition and fees is due when you register.

• All unpaid classes will be dropped nightly.

• Make payment arrangements before you register.

• Apply for financial aid
Financial Aid

www.fafsa.gov | www.tccd.edu/financialaid

• We encourage you to begin your application process early.

• TCC’s financial aid school code is 003626.

• Submit your FAFSA by the priority deadlines to ensure funding.
  • Fall – May 1
  • Spring – October 1
  • Summer – April 1

Types of assistance include:
• Grants
• Loans
• Work study
• Scholarships

Check your status through WebAdvisor
Learning Center
Day, evening and weekend hours

• **FREE** tutoring in Math and English
• Math Lab in WCTS 1148
• Writing Lab in WCTS 1151
Advising & Counseling

- Academic Advising
- Degree planning
- Transfer planning
- Personal Counseling
- Career Counseling and Workshops

WCTS 1110A | 817-515-7788
Career & Employment

- Career Assessments
  - www.myplan.com
- Career Coach
- Job Board
- Resume Writing
- Workshops

WTLO Library | 817-515-7785
Testing Center
WCTS 1134 | 817-515-7444

- Accuplacer
- Placement Testing
- Distance Learning Testing
- ESOL Testing
- College Level Examination Program (CLEP)
Services include:

- Scooters
- American sign language interpreters
- Note takers
- Recording for the blind and dyslexic
- Handicap parking
- Campus tutoring labs
- Disability counseling and referrals to community resources
- Alternative testing format (scribes, recorders, extended time, etc.)
- Special needs furniture for the classroom
- Printed material in alternative format
- CART (Captioning at Real Time)
Veterans

Present your DD214 to the Registrar’s Office

Request a transcript evaluation
You can receive credit for:

- PHED 1164  1 hour
- PHED 1150  1 hour
- Elective credit  6 hours

A Veterans Affairs representative is available at the Registrar’s Office every day. A Veterans Affairs Specialist is available on Mondays, Wednesdays and Fridays during the Fall and Spring semesters and on Mondays and Thursdays during the Summer semester.
**Tobacco Use**

The use of tobacco products shall be prohibited on College District grounds and in College District buildings, facilities, and vehicles. This prohibition shall also apply to spaces leased by the College District. The use of tobacco products shall be permitted in private vehicles parked on College District property provided any residue is retained within the vehicle. Violation of the College District’s policy on tobacco use may result in fines and/or disciplinary action. Referrals to tobacco-use cessation programs are available in the Health Services Offices.

**Attendance Policy**

In an on-campus course, if you miss a cumulative of 15% of the class meetings and are not keeping up with the course assignments, you may be dropped at the discretion of the instructor.

In an online course, you are required to successfully complete the online course orientation and actively participate in the course as described in the Instructor’s Course Requirements (ICRs). If you don’t meet these requirements, you may be dropped at the discretion of the instructor.
Use the AskToro link located on the main TCC Web site for answers to frequently asked questions.

Information Center staff are available through email, phone and chat to answer your questions.

Login assistance for WebAdvisor/CampusCruiser is available only through the Information Center.
* Sign up for your New Student Orientation Session

- Available dates:
  - Wednesday, August 22, 1:00 p.m. to 4:00 p.m.
  - Wednesday, August 22, 6:00 p.m. to 9:00 p.m.
  - Friday, August 24, 9:00 a.m. to Noon
  - Friday, August 24, 6:00 p.m. to 9:00 p.m.
  - Saturday, August 25, 9:00 a.m. to Noon
  - Saturday, August 25, 1:00 p.m. to 4:00 p.m.

- You must know your Student ID number to sign up.
  - To find it, log in to WebAdvisor, click on Student, on the right under Student Information, click Colleague ID. The number in red is your student ID number.