

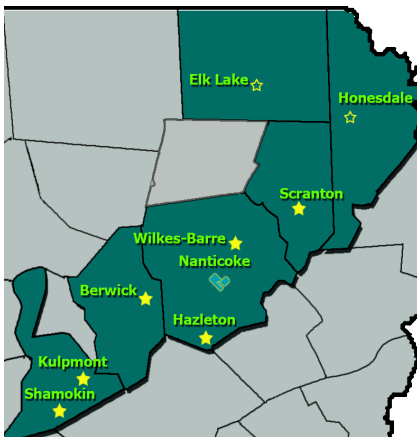
Luzerne County Community College



Making Your College Trip As Easy As Possible

MISSION STATEMENT

Luzerne County Community College provides excellence in education, fosters student success in achievement of goals, and positively impacts Luzerne County and the surrounding Northeastern Pennsylvania region.



Get Connected

Create your Web Advisor and Student Email Account ASAP. Web Advisor provides 24/7 real time information and access. Through this system, you can pay for classes, check your financial aid status, request official transcripts, update your contact information, make changes to your schedule and access mid-term and final grades.

To set up or access your account for *Web Advisor* visit:

<https://webadvisor.luzerne.edu> User Name is 1st and last initial and 7-digit ID (ex. jd0030490), Password is 6-digit birthdate (MMDDYY). Then you will be required to change your password.

To *register* for classes on Web Advisor: Login into Web Advisor, then click on Students, click on Register for Sections, click Search and Register for Sections. Select the term (ie. Fall 2017), then select the subject (BUS) and course number (201). Click on the appropriate box to select the course, then click submit. When you have selected your classes, select RG Register and click submit.

To view your *grades* on Web Advisor: Login into Web Advisor, then click on Students, Click Grade Point Average by Term, and then select the term. Then you will see your grades for the classes that you were enrolled in during that term.

To set up your *student email* account visit:

<https://studentportal.luzerne.edu> Technology Help Desk: 800-377-5222, ext. 7711 or Helpdesk@luzerne.edu.

Please note: You can also sign up for text message and email alerts at: <https://www.luzerne.edu/alerts/>





Finances

Paying for College – There are different ways to pay for college: Financial Aid, Scholarships, and a Monthly Payment Plan. For more information visit:

<http://www.luzerne.edu/admissions/payingforcollege.jsp>

Awards – Check your email or Web Advisor for financial aid information! If you are new to financial aid or have not yet applied visit Financial Aid TV at:

<http://www.luzerne.edu/financialaid/answers.jsp>

and visit: <http://www.luzerne.edu/financialaid/steps.jsp>

For a list of available *scholarships* visit:

<https://studentportal.luzerne.edu/scholarship/>

For *billing information* visit:

<http://www.luzerne.edu/admissions/tuitionduedates.jsp>

To set up a *monthly payment plan* visit:

<http://www.luzerne.edu/admissions/mopaymentplan.jsp>

Contact US

1333 South Prospect Street
Nanticoke, PA 18634-3899
1-800-377-5222

Have a question about anything?

Ask the Retention Specialist

Button located on the Student Intranet Home Page
570-740-0648

Know Your Counselor/Advisor

They are here to guide and support you while in college. Benefits to seeing your counselor can include personal support, early registration or to receive academic advising. For a list of counselors and services visit: <http://www.luzerne.edu/supportservices/studentdev/>

Accessibility services are offered to students who have had an Individual Education Plan (IEP) and may need special accommodations. A request can be made through the Counselor for Accessibility Services. To learn more about this service visit: <https://studentportal.luzerne.edu/accessibilityservices/>

How to find who your Counselor/Advisor is:



Textbooks

Students receiving Financial Aid will have a bookstore account set up prior to the start of classes by the finance office. Up to \$1,000 will be automatically transferred to the Bookstore for your use toward textbooks. Remember, in order to qualify for Financial Aid all paperwork must be processed in a timely fashion.

You can order books through the website

<http://www.luzerne.edu/bookstore/> or visit the Bookstore located on the Main Campus in Building 14.



Get all the required books, supplies, and LCCC gear at the Bookstore! Top floor of the Campus Center.

(570) 740-0434
bookstore
@luzerne.edu

Get Your Parking Pass and Student ID

Please visit the Campus Security Office in Building 1 to obtain your passes. It is necessary to have your ID while on campus. Please note: If you utilize public transportation, bus passes are sold at the Bookstore for your convenience.

Online Classes

Are online options best for you? Find out using the self-assessment tool located on the LCCC website at:

<http://www.luzerne.edu/distancededucation/> You can access tutorials and important information about your computer's technical requirements, navigating Blackboard Learn, course information and materials, and books required for each course.

Be Successful

If you are struggling with your coursework, free tutoring assistance is available to all students. Be proactive if you have struggled with certain subject area in the past and don't wait until you are feeling the pressure! You can request help online at: <https://studentportal.luzerne.edu/tutor/jump.jsp>

Supplemental Instruction (SI) is also available to students. SI has been designed to assist students outside of the classroom with the courses that are indicated below. A review of classwork and homework is given to help students better understand course content. Instruction is open to any student; however, we encourage ACT 101 or Perkins program students to take advantage of these services. SI groups meet weekly at scheduled times and locations in Building 14 (Campus Center). Should you require additional information regarding SI, please contact Deborah Whitaker 570-740-0772 or e-mail dwhitaker@luzerne.edu

Library Resources

The Luzerne County Community College Library supports the objectives of the college by providing resources and services to meet the information needs of LCCC students, faculty, staff, alumni, as well as the residents of Luzerne County.

At the Library: 16 research computers, Quiet study areas and two group study rooms, Comfy chairs for reading and relaxing, Wi-fi access, Printer & Scanner, Photocopier (10 cents/page), Microfilm readers, Cell phone / tablet charging station, Computer classroom for instruction.

Resources available at the Library: 65,000+ print resources, Leisure reading collection including popular best sellers, 100 print journals, newspapers and magazines, 147,000 e-books accessible online anywhere, anytime, 30+ research databases, Audiovisual items and microfilm, Local history collection.

Change Happens

If you need to drop a class or withdraw from school, you will need to complete either a course change form or an official withdrawal form found in the Registrar's Office located in Building 5 or visit: <http://www.luzerne.edu/supportservices/registrar/reginfo.jsp>. If you can't make it to campus, please call your counselor or the Registrar's Office at 570-740-0339. If you just stop attending class, it will result in a Failure and you will still have the financial responsibility for that course. Failures will also impact your GPA and future Financial Aid Eligibility. If you have an emergency and cannot attend class for an extended period of time, please communicate this as soon as possible with the health science clerk at 570-740-0427.

Know Your Instructors

Please read and keep the syllabus provided for each of your classes. It will help you know what to expect in your class and what is expected of you. It provides important grading and attendance policies. Instructor contact information can be found on the student intranet at:

<https://studentportal.luzerne.edu/instructordir/>

Work-Study

Would you like to have a job on campus between classes? This is an option available through your financial aid package. It is necessary to select this option when filing your FAFSA. If you select this option, you will be contacted for an interview or stop by Financial Aid's request website.

Passion and Personality: Picking a Major and Preparing for Employment

Are you undecided about your major? Career Services is located in Building 9. This department offers interest inventories that allow you to discover a career path based on your personality style, your likes and dislikes and your personal preferences. LCCC's career services counselor can help you research various occupations and the skills, job duties, level of education, and salary structure associated with those occupations. Looking for a job? Career Services can also offer assistance with resume and cover letter writing and interview preparation. This service is accessible at any time during or beyond your enrollment at LCCC and is often utilized by students as they approach graduation. Keep in mind many employers recruit future employees right here at the college through this office! To make an appointment call 570-740-0450. For more information, career tips, and helpful tools visit: <http://www.luzerne.edu/career/>



HAVE SOME FUN!

Becoming involved in athletics or a club can help you meet new people and make new friends with similar interests. It can also help you find a passion or a strength you never knew you had! Co-curricular activities provide you with an opportunity to build your resume and position you for the future. Being involved will require organization and time management, which will further ensure success. Check out the organizations, clubs and sports teams you can be a part of at:

<http://www.luzerne.edu/studentlife/activities/>



**Want to join
a club or
start one?
Stop by the
Activities Office!**

**Mary Sullivan
Student Activities
& Athletics Director
(570) 740-0429**

**Teddi Janosov
Secretary
(570) 740-0428**