Today’s Objectives are to:

- orient you to Three Rivers Community College (TRCC) advising and registration processes.
- explain College/TRCC terminology;
- navigate the web and use the student handbook effectively;
- understand program of study requirements and select classes for next semester;
- register on-line and make payment arrangements.
There are multiple ways to access key information that will enhance your experience at TRCC.

• Student Handbook
• Website
• myCommNet
• In person via student services offices
• Your Advisor
The college web site provides you with key information about all aspects of your college experience. On the web you can find:
• Calendars
• Academic forms
• Information about college life and activities
• Student support services
• Financial information

Social networking links such as Facebook and Twitter can also be found here.

To access the web go to:
www.trcc.commnet.edu
Advising and Counseling

 Advisors:
Each student is assigned an academic advisor who will advise you on your curriculum path based on your degree and short and long term goals.

Advisors are assigned during the first three weeks of the semester.

You can find your assigned advisor in your myCommNet account.

You will need to meet with your advisor prior to registering for next semester.

 Counselors:
Counselors are available in the Counseling Center to assist you with educational and personal concerns and to provide support around transfer, career counseling, community resources, disabilities, etc.

Counselors are located in room A 119.
Career Development: Uncertain of your future path?

Career Counseling is available in the Counseling and Advising Center: Room A119

You can:

- Take a career assessment
- Talk to a counselor.
- Get help with your job search or internship.
- Learn more about the College’s online Job posting board.
- Get help with resumes and interviewing.
Transfer:

- Prepare for transfer early. Meet with your advisor to discuss transfer options.

- Visit potential transfer institutions during your first semester.

- Students graduating from any associates degree program at TRCC with a 2.0 GPA or higher are guaranteed admissions to any of the regional 4 year Connecticut State Universities.

- Check out our dual admissions programs. Some programs require you to apply for dual admissions before you earn 15 college level credits. Please talk to an advisor for more info.
Semester- Fall and Spring semesters are the two primary semesters and each runs for approximately 15 weeks. A 3 week Winter session and a 7-8 week Summer session are also offered.

Registration- When you sign up for classes

Credit hour- Equals the hours you are in the classroom per week

What is full-time versus part-time course load- Full time is usually 4+ classes (at least 12 credits), part time is usually 1-3 classes (11 credits, or less)
College/TRCC Terms De-Mystified

- **Add/Drop Period** - during the first two weeks of the semester, students can change their classes during this time. After the first week, professor permission is needed to add a class.

- **Class Withdraw** - students can withdraw from classes after the add/drop period and receive a “W” on their transcript. Be sure to fully understand the impact of withdrawing before doing so.

Key dates for Add/Drop and Withdrawal can be found in your student handbook and on the web in the academic calendar under the Academics link.
Financial Matters:

- Financial Aid Office: for questions about your FA, applying for work study, etc. You can find your Financial Aid award status and info on myCommNet.

- Scholarships: Listings of scholarships can be found on the TRCC website @ student services > student programs > scholarships

- Current tuition and fees as well as financial policies and procedures can be found at: TRCC>Student Services>Registrar
How, when, and where do you pay for tuition and fees?

- Payment is due on the date you register for classes.
- Depending on the exact timing, you may be able to pay “fees only” at the time of registration and then follow a payment plan. Please consult the TRCC website or a Student Services Representative for details.
- Payment is made directly to the cashier. Cash, Credit Card, and Personal Checks are accepted. If the cashier’s office is closed, please use the locked drop box outside of the Cashier’s office.
Success Pointers

- Read your syllabi and keep up with homework.
- Get tutoring help *before* you’re in academic peril
- Be proactive and contact your assigned advisor via email or by telephone or in person. You may find your assigned advisor by going to [my.commnet.edu](http://my.commnet.edu)
- Be certain to complete all necessary paperwork (before the deadlines) when/if you make any academic changes.
- Become involved in one of TRCC’s 36 clubs. Research demonstrates that the more involved you are, the higher your grade point average will be!
Please keep all your contact information up to date.

 Update any changes to your mailing address, emails, and telephone numbers with the Registrar’s Office as they occur.
 Having the correct contact information will enable TRCC and college staff/instructors to reach you with important college and classroom updates and announcements.
What is a prerequisite versus a co-requisite?
- Prerequisite is the course(s) you must take before a specific course, co-requisite is the course(s) you are required to take at the same time as a specific course.

What is an elective?
- An elective is a course that is required for your degree completion but which has options that you can choose from to complete the credit requirement (may be limited: i.e. Fine Arts Elective, or non-limited: Open Elective).

What are “General Education requirements”?
- All degree programs have core general education content requirements. These usually are English, Math, Arts/Humanities, Social Sciences, and Natural Sciences.

Plan of Study (POS)
- List of required classes needed to complete a degree or certificate.
The course requirements for each degree and certificate program can be found under the academics link on the web page: http://www.trcc.commnet.edu/Div_academics/

Course descriptions can be found at: Trcc.commnet.edu> Academics>Course Descriptions
### Your scores can put you on the ladder at any rung:

<table>
<thead>
<tr>
<th>Course</th>
<th>Sections</th>
<th>Scores</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>English 101</strong></td>
<td>Reading AND</td>
<td>83-120</td>
</tr>
<tr>
<td></td>
<td>Sentence</td>
<td>88-120</td>
</tr>
<tr>
<td></td>
<td><strong>SAT</strong> Critical Reading/Writing</td>
<td>450+</td>
</tr>
<tr>
<td></td>
<td><strong>ACT</strong> English</td>
<td>21+</td>
</tr>
<tr>
<td></td>
<td>or English + Reading</td>
<td>47+</td>
</tr>
<tr>
<td><strong>English 100</strong></td>
<td>Reading AND</td>
<td>66-82.9</td>
</tr>
<tr>
<td></td>
<td>Sentence</td>
<td>71-87.9</td>
</tr>
<tr>
<td><strong>English 012</strong></td>
<td>Sentence</td>
<td>70.9 or less</td>
</tr>
<tr>
<td></td>
<td><strong>English 002</strong></td>
<td>Reading</td>
</tr>
<tr>
<td></td>
<td>Reading</td>
<td>40 or less</td>
</tr>
<tr>
<td><strong>Counseling 024</strong></td>
<td>Reading</td>
<td>40 or less</td>
</tr>
</tbody>
</table>

Students with LOEP scores in Reading, Sentence Meaning or Language Usage receive individualized advising.
### Your scores can put you on the ladder at any rung:

<table>
<thead>
<tr>
<th>Course</th>
<th>Sections</th>
<th>Scores</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 210 Discrete Math</td>
<td>College Level Math</td>
<td>103&gt;</td>
</tr>
<tr>
<td>Math 254 Calculus 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math 143 Math for Elem. Ed.</td>
<td>College Level Math or SAT Math or ACT Math</td>
<td></td>
</tr>
<tr>
<td>Math 146 Math for Liberal Arts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math 167 Statistics 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math 186 Pre-calculus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math 135 Topics in Cont. Math</td>
<td>College Level Math &amp; Algebra 66&gt; SAT Math</td>
<td></td>
</tr>
<tr>
<td>Math 137 Inter. Algebra</td>
<td>College Level Math 39&lt; &amp; (if no Alg. Score)</td>
<td></td>
</tr>
<tr>
<td>Math 095 Elem. Alg. Found.</td>
<td>SAT Math</td>
<td>500&gt;</td>
</tr>
<tr>
<td>Math 075 Pre-Algebra</td>
<td>ACT Math</td>
<td>18-21</td>
</tr>
<tr>
<td></td>
<td>Algebra</td>
<td>40-65</td>
</tr>
<tr>
<td></td>
<td>College Level Math (if exists)</td>
<td>&lt; 39</td>
</tr>
<tr>
<td></td>
<td>Arithmetic 33-75 and/or Algebra</td>
<td>&lt; 40</td>
</tr>
</tbody>
</table>

Students with Elementary Algebra scores of 66> may enroll in Accounting I (ACC K111). Students scoring < 33 on Arithmetic should speak with an advisor.
Accessing the schedule:

Getting there:
Via [MyCommNet](#) or [Course Schedule](#) link on TRCC web page.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Room</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC100</td>
<td>Basic Accounting</td>
<td>3.00</td>
<td>Camilla D. Ross</td>
<td>TRAD</td>
<td>08:00-09:15</td>
<td></td>
<td>T1</td>
</tr>
<tr>
<td>ACC110</td>
<td>Intro to Forensic Accounting</td>
<td>3.00</td>
<td>Michael J. Foe</td>
<td>M</td>
<td>09:00-10:15</td>
<td></td>
<td>T1</td>
</tr>
<tr>
<td>ACC111</td>
<td>Pre-Clinical Accounting</td>
<td>3.00</td>
<td>Arthur J. Brazza</td>
<td>TRAD</td>
<td>10:00-11:15</td>
<td></td>
<td>T2</td>
</tr>
</tbody>
</table>

Three Rivers Community College - Spring 2012
Navigating the schedule:
Schedule “lingo”:

- **Class Days**: “R” means Thursday, “S” is Saturday, “MW” is Mon. and Wed., “TR” is Tues. and Thurs.

- **Class Locations**: some classes are also offered in Groton at the Sub Base (BASE) or On Line (OL), at www.trcc.commnet.edu via myCommNet.

- **CRN**: Course registration number that is unique indicator for course section. Need this number for registration.

- **Rem**: Indicates number of remaining seats left in the course.
Follow-Up

- Check on line to ensure you are enrolled in the courses you selected by going to my.commnet.edu
- If you have any concerns regarding your registration status, please contact the Registrars’ Office at 860.892.5756
- Books! College Bookstore is located in the A-Wing, check the TRCC webpage or call 860.887.6842 for open hours.
Thank you and have a wonderful semester!