



THE OPEN DOOR

QCC's Student Newspaper

PRESIDENT'S MESSAGE



Dr. Luis G. Pedraja

Welcome to the fall semester! Whether you are new to our college or returning after a break, I am glad you chose to join us at QCC. The beginning of a term is always an exciting time for everyone, but this is especially true in the fall when we welcome everyone back to campus and the halls fill with many new faces. Although it is hard to believe, at this time last year I was one of those new faces on campus! I quickly discovered, as I am sure that those of you who are new will soon discover too, that QCC is a caring community that will welcome you with open arms.

There is lots going on in these first few weeks – orientations, activities, classes, and getting to know new people. In the flurry of activity, it is also easy to get lost or overwhelmed. In addition, many of you are balancing work and family responsibilities, which may take their toll. If classes, juggling a complex schedule, or other challenges begin to wear you down, please remember that there are support systems in place to help you along the way. Take time to talk to your teachers and get to know your advisor. Take advantage of the tutors at the Harrington Learning Center and spend time in the library, getting to know how the librarians can assist you in your studies. You are not alone in this journey and we are committed to helping you succeed.

In enrolling, you have taken an important step toward achieving your goals. According to recent studies, over 64% of the jobs in the next few years will require some college, whether it is a certificate or degree. In taking these first steps in pursuing your education, you are embarking in a journey that will make you more competitive in the job market, better able to adapt to the changing needs of the workforce, and enrich your life. As a result of your studies at QCC today, doors will open for you tomorrow. I know. I was the first in my family to attend college and at times I questioned if I would succeed. Little did I imagine then that one day I would be a college president. Just as my college education gave me the necessary skills to succeed, I am confident that your perseverance in achieving your education goals will pay off in many ways for you.

I look forward to seeing you around campus. Enjoy the fall semester!

ORIENTATION ISSUE | 2018 - 2019



Inside The Orientation Issue:

ADMISSIONS.....	3	FINANCIAL AID.....	13	THE Q.....	17
ADVISING.....	3	FULLER STUDENT CENTER.....	13	QCC ARTICULATION AGREEMENTS.....	18
ATHLETIC CENTER.....	6	GATEWAY TO COLLEGE.....	14	REGISTRAR'S OFFICE.....	19
BUSINESS OFFICE.....	8	GENERAL ACADEMIC AREAS.....	14	STUDENT EMPLOYMENT & TRANSFER.....	21
CAMPUS POLICE.....	8	THE COMMONWEALTH HONORS PROGRAM.....	15	STUDENT LIFE & SENATE.....	20
CHILDREN'S SCHOOL.....	11	MATH CENTER.....	15	TRANSFER SERVICES.....	21
CLUBS.....	11	OPEN DOOR STUDENT NEWSPAPER.....	16	TRIO.....	22
COUNSELING.....	12	PHI THETA KAPPA.....	16	VETERAN AFFAIRS.....	22
DISABILITY SERVICES.....	12	PLACEMENT TESTING.....	17	WRITING CENTER.....	23

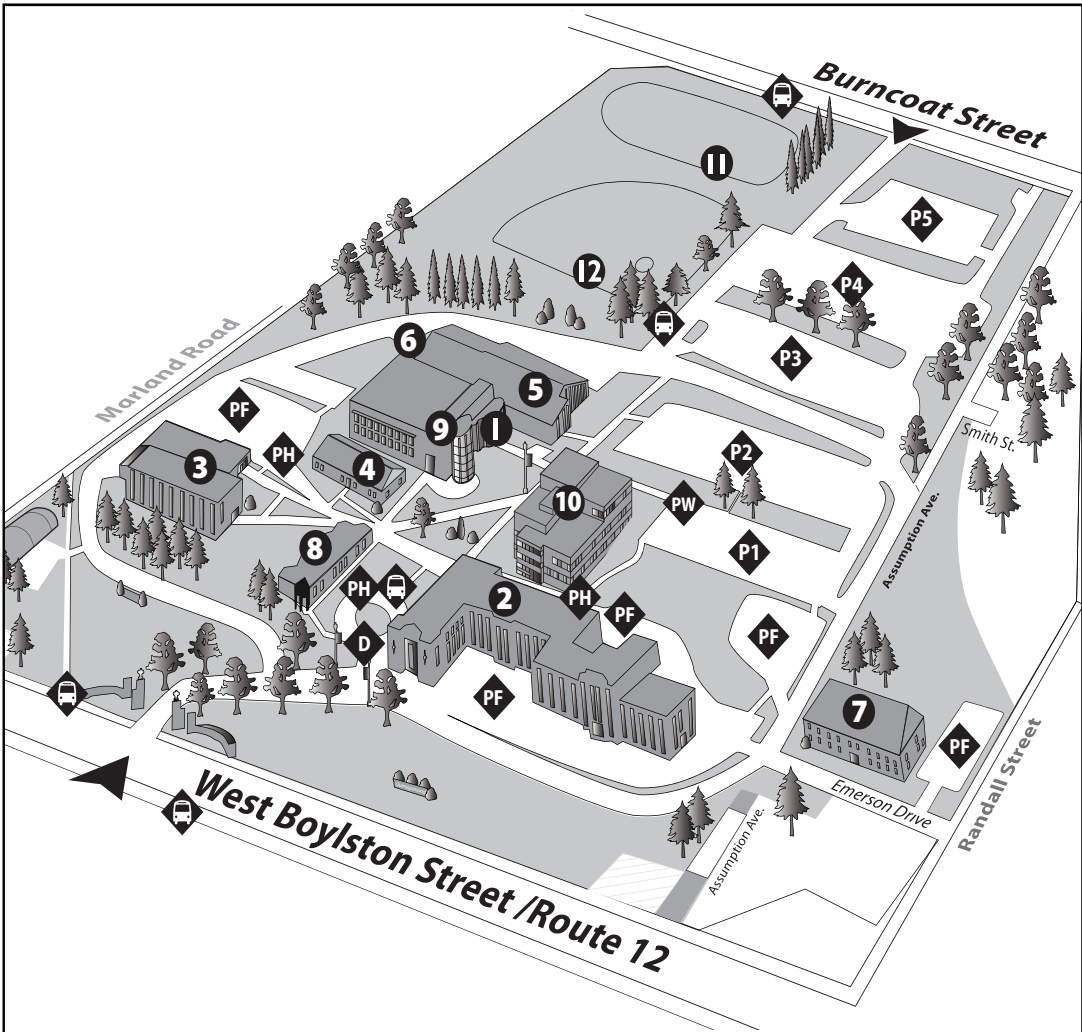
Welcome Students

Welcome new and returning students! The Open Door staff hopes that you find our paper to be an informative and entertaining window into the QCC world. We are published once a month with the help of the college’s many different departments and services. Our goal is to bring you important dates, events and articles offering a wide range of topics.

The Open Door goes beyond announcements and news. It’s a **creative** outlet for you, as a student, to have your work published whether it’s an editorial, poetry, reviews or art of all kinds; our policy is the same as our name. We encourage everyone to contribute in some way. The Open Door is located in the Fuller Student Center. Stop by and introduce yourself and your ideas. Or, if you prefer, send your submission via email to opendoor@qcc.mass.edu

All visitors and those seeking Admissions should start at the Welcome Center

1. Welcome Center	4. Ahlfors Hall (ALF)
2. Administration Building (A)	Office of Distance Learning & Professional Development
Lower Level	5. Athletic Center (AC)
Placement Testing 376A	Fitness Center
Bookstore Lower Level - A	Gymnasium
Business Office B07A	Campus Police 136AC
Cafeteria Lower Level - A	6. Campus Police 136AC
High School Equivalency Testing B58A	7. Child Study Center (CSC)
I.T. Service Desk 67A	8. Fuller Student Center
First Floor	Student Life
Assistant Dean of Students 383A	Open Door Newspaper
Counseling 162A	Student Senate
Dental Hygiene Clinic 126A	9. Harrington Learning Center (HLC)
Financial Aid 165A	Second Floor
President’s Office 132A	Academic Advising
Registrar 152A	Admissions
TRiO Student Support Services 170A	Tutoring
VP of Academic Affairs 103A	Third Floor
VP of Strategic Enrollment Management & Student Engagement 133A	Alden Library
Second Floor	10. QuEST Center
Disability Services 246A	11. Athletic Field & Track
Veteran Affairs Office 258A	12. Chupka Baseball Field
Human Resources 222A	
Career Services & Credit for Prior Learning 272A	
Third Floor	
Dean of Students 365A	
Harrington Academic Computing Center 379A	
3. Surprenant Hall (S)	
Gateway to College 102S	
Hebert Auditorium	



Parking		Class Locations - Main Campus			
D	Drop Off/Pickup	A	Administration Building	HLC	Harrington Learning Center
PW	Welcome Center Parking	ALF	Ahlfors Hall	Q	QuEST Center
P1-5	Student & Visitor Parking	AC	Athletic Center	S	Surprenant Hall
PF	Faculty & Staff Parking	CSC	Child Study Center		
PH	Handicapped Parking				
Off-Campus Class Locations					
ASSA	QCC at Assabet Valley	CWDCE	Center for Workforce Development and Continuing Education	D	Healthcare and Workforce Development Center
BURN	QCC at Burncoat				
QSB	QCC Southbridge				
SRCT	QCC at the Worcester Senior Center				

The Open Door

The Open Door is the student newspaper of Quinsigamond Community College. The paper is distributed monthly and students are encouraged to participate in its publication through the submission of articles, article ideas and actual production work. If you are interested in working on The Open Door, please see Pat Bisha-Valencia, advisor. The office is located in the Fuller Student Center in Room 2F. Come visit us, or email opendoor@qcc.mass.edu or phone 508-854-4285.

Advisor: Pat Bisha-Valencia
Student Editor: Santana Wright
Layout Designer: Renasia Love

Next Issue: September 6, 2018

OPEN DOOR

SCHEDULE FOR FALL 2018/ SPRING 2019

Issue	On the Stands	Deadline
#1 September	September 6	August 17
#2 October	October 4	September 6
#3 November	November 1	October 4
#4 Dec/Jan	December 6	November 8
#5 February	February 4	January 10
#6 March	March 6	February 7
#7 April	April 4	March 7
#8 May	May 2	April 11

Admissions

The Admissions Office would like to extend a warm welcome to new and returning students. We are excited that you are attending QCC! Our office is located on the second level of the Harrington Learning Center, across from the main information desk. Or you can also visit our Southbridge location at 5 Optical Drive.

We can help you to:

- Learn about different programs of study
- Answer questions that you have about the admissions process.

We are open from 8 am to 7 pm Monday-Thursday, and from 8 am to 5 pm on Friday. If you prefer you can email us at admissions@qcc.mass.edu.

The QCC's Southbridge campus is at 5 Optical Drive, Southbridge, MA. A full and part-time staff and faculty are present to support students in the areas of education and training, tutoring, admissions/registration, placement testing, advising, financial aid, disability services, career counseling, transfer counseling, veterans affairs counseling, section 30 counseling, business office/registrar assistance, and more.

Hours of operation are Monday through Thursday from 8:00am to 7:00 pm and on Fridays from 8:00am to 5:00pm.

On the first floor are staff and faculty offices, our placement testing classroom, which also serves as the tutoring center; a traditional classroom, and our hospital simulation room. Our third floor houses the computer systems engineering technology classroom/lab, a science classroom/lab, a computer lab, a faculty/ administrator office, a computer classroom, a traditional classroom, and our student lounge.



Worcester Admissions



Southbridge Admissions

Need To Know

(www.qcc.edu/admissions)

HLC 2nd Floor/5 Optical Dr.

Monday-Thursday: 8AM-7PM

Friday: 8 AM to 5 PM

508.854.4262

advising@qcc.mass.edu

Academic Advising

How do I meet with Academic Advising?

Academic Advising meets with students on a walk-in basis - no appointment necessary. Come see us any time within our open hours.

What happens during an advising session?

An Advisor can help you to:

- Understand your placement test scores.
- Develop an Academic Plan to achieve success.
- Map out program and course requirements.
- Prepare for self-registration or register for courses.
- Find useful resources and information.

How can I prepare for an advising session?

- Review QCC's *Areas of Study* and *Majors* at www.qcc.edu/academics.
- Run your degree audit on The Q and review the courses required for your program.
- Review *Course Offerings* and *Schedule* on The Q; plan your schedule.
- Research careers related to your program of study.
- Make a list of questions.

How can I make sure my major matches my career goals?

- Enroll in *FYE 101/First Year Experience* or *ALH 101/Introduction to the Health Professions*.
- Meet an Advisor who can provide you with:
 - Information about QCC programs, admission criteria, and next steps.
 - An evaluation of the career you wish to pursue and how QCC can be the first step.

We've Moved!

Harrington Learning Center

2nd Floor

Monday - Thursday :8am - 7am

Friday: 8am - 5pm

508-854-4308

advising@qcc.mass.edu

www.qcc.edu/advising

Alden Library

Welcome to QCC and the George I. Alden Library – set in the Heart of the Campus!

We are on the third floor of the Harrington Learning Center – steps from your West Boylston St. classes, and also serving your needs at the campuses in Downtown Worcester and in Southbridge. The Downtown library – focused on Health Sciences - is in room 121D.

A true 21st century facility, Alden Library offers wireless access throughout. Our trove of electronic research sources can be accessed on your own device(s), or on a laptop we will lend you for two-hour stretches.

What's your entry point to all our resources? Our Discovery Platform on our home page, www.qcc.mass.edu, to get you started with just a few clicks, accessing our databases, e-books and Catalog at one go.

Our large print collection has been crafted over the years in collaboration with QCC Faculty. The collection supports courses across QCC's curriculum.

We have a small browsing collection of popular magazines to relax with, and a real mind-boggling offering of online journals. From the Worcester Telegram & Gazette to cutting-edge medical journals, you have 24/7 online access to news, analysis and research.

And if the professor specifies that ever spooky "MLA Style" or "APA Style," don't freak out. You'll be pleased to know almost all our online sources generate your specified style with one or two clicks

Group projects, you'll find, are emphasized at QCC. The Library's private study rooms of various sizes let you and classmates discuss projects and sketch your ideas on whiteboards, then capture them on your phone for sharing.

For a study break, take out a hit movie such as Zero Dark Thirty on DVD. Or get outside with our loaner telescope - in your backyard, or better yet, on some high ground away from city lights, perhaps Mount Wachusett.

How to get research help? Ask a Reference Librarian at the desk on the third floor, call us, or use e-mail or online chat over our home page, www.qcc.mass.edu/library.

25 Federal Street, Worcester

As noted, the Library offers collections and services in room 121D in QCC's Healthcare and Workforce Development Center. This library offers books in all the DT curriculum areas, as well as Reference service, laptops to check out and a cluster of research computers.

Check the Library's webpage (www.qcc.mass.edu/library) for Fall 2018 hours of operation. Throughout the HLC and Downtown Library

Our two QCC libraries are filled with friendly, helpful, skillful staff ready to help you be successful. That's what we do. We are here for you.

Alden Library Hours – Fall 2018 and Spring 2019

Monday - Thursday- 8:00 a.m. to 8:00p.m.

Friday - 8:00 a.m. to 4:00 p.m.

Saturday- 9:00 a.m. to 1:00 p.m.

Sunday- Closed

Downtown Library- Hours Fall 2018 and Spring 2019

Monday 8:00 a.m. to 12:30 p.m.

Tuesday 8:00 a.m. to 12:30 p.m.

Wednesday 8:00 a.m. to 12:30 p.m.

Thursday 8:00 a.m. to 12:30 p.m.

**Hours vary according to the QCC class calendar.
Call (508) 854-4581 to confirm times and consult:
<http://goo.gl/fMp9uF>**

Alden Library



Photos by Luke Donoghue



The Reference Librarians
Photo by QCC Marketing & Institutional Communications

Athletics



Need To Know

(www.qcc.edu/student-life/athletics)
(www.qcc.edu/services/athletic-center)

Athletic Center Hours Starting 9/9:

Monday	8:00am – 4:00pm
Tuesday	8:00am – 7:00pm
Wednesday	8:00am – 4:00pm
Thursday	8:00am – 7:00pm
Friday	8:00am – 4:00pm
Saturday	10:00am – 2:00pm

All offerings and programs are
FREE for QCC Students. Staff and
Faculty program classes available
for a fee.

Check The Q and posted signs for
fall schedule.

IT'S NEVER TOO LATE TO START THE YEAR HEALTHY

Healthy Goal Setting Tips:

- Start small- don't overwork yourself
- Be specific- write it all down
- Write down checkpoints and keep them posted somewhere you'll always see them
- Reward yourself for each step accomplished.
- Find friends to work out with that will encourage your.

Remember the Great feeling you have after you exercise.....

BENEFITS OF EXERCISE

- Reduces & Relieves Stress
- Reduces Cholesterol
- Prevents Osteoporosis
- Helps Prevent Coronary Heart Disease (which is the #1 death rate)
- Weight Maintenance
- Firm & Tone your Body
- Meet New People

Ultimately....You Will Have More ENERGY

The QCC's Athletic Center Program Fitness Classes are Flexible, Fun and FREE program classes designed for you

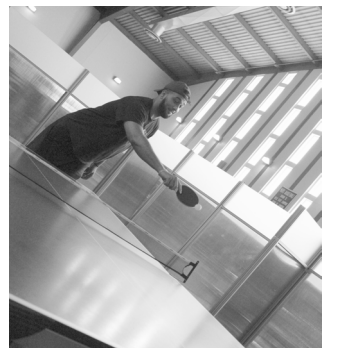
- Only 45 minutes long
- Come to every class and be challenged
- Come to classes only when you can and still be able to follow along

FULL-BODY TONING

Mondays, Wednesdays & Fridays 12:30pm-1:15pm
Instructor: Pickie Lanigan

YOGA

Tuesdays & Thursdays 12:00pm-1:00pm & 5:15-6:30pm
Instructor: Tamara Chiarizio



Photos by Luke Donoghue

Athletics

2018-2019 QCC MEN’S BASKETBALL

			<u>Departure</u>		<u>Return</u>	
<u>NOVEMBER</u>						
Tuesday	6 th	7:00pm		Mass Bay CC*		HOME
Thursday	8 th	7:00pm	2:45pm	Holyoke CC*	10:30pm	AWAY
Saturday	10 th	3:00pm	10:45am	Quincy College**	6:30pm	AWAY
Tuesday	13 th	7:00pm		UConn @ Avery Point**		HOME
Thursday	15 th	7:00pm	2:45pm	Bristol CC*	10:30pm	AWAY
Saturday	17 th	2:00pm		Roxbury CC*		HOME
Tuesday	20 th	7:00pm		Ben Franklin		HOME
Tuesday	27 th	7:00pm	2:30pm	Bunker Hill CC*	10:30pm	AWAY
Thursday	30 th	7:00pm		Springfield Tech CC*		HOME
<u>DECEMBER</u>						
Saturday	1 st	3:00pm	1:00pm	C.C. Rhode Island	6:30pm	AWAY
Tuesday	4 th	7:00pm		Northern Essex CC*		HOME
Thursday	6 th	7:00pm	-----	Gateway CC*	-----	AWAY
Saturday	8 th	2:00pm		Massasoit CC*		HOME
<u>JANUARY</u>						
Tuesday	15 th	7:00pm	2:45pm	Mass Bay CC**	10:15pm	AWAY
Thursday	17 th	7:00pm		Holyoke CC*		HOME
Saturday	19 th	2:00pm		Quincy College**		HOME
Tuesday	22 nd	7:00pm	-----	UConn @ Avery Point**	-----	AWAY
Thursday	24 th	7:00pm		Bristol CC*		HOME
Saturday	26 th	2:00pm	9:45am	Roxbury CC*	5:30pm	AWAY
Tuesday	29 th	7:00pm		Ben Franklin		HOME
Thursday	31 st	7:00pm		Bunker Hill CC*		HOME
<u>FEBRUARY</u>						
Saturday	2 nd	2:00pm		C.C. Rhode Island	HOME 7:00pm	2:45pm
Tuesday	5 th	Springfield Tech CC*	10:15pm	AWAY 7:00pm		2:45pm
Thursday	7 th	Northern Essex CC*	10:15pm	AWAY 2:00pm		9:45am
Saturday	9 th	Massasoit CC*	6:30pm	AWAY 7:00pm		Gateway CC*
Tuesday	11 th	HOME				

* Conference game
** Region XXI game

Head Coach: Tishaun Jenkins

Assistant Coach: Neftali Gonzalez

DATES/TIMES OF GAME ARE SUBJECT TO CHANGE. CHECK QCC.EDU FOR THE MOST ACCURATE INFORMATION*

2018-2019 QCC WOMEN’S BASKETBALL

			<u>Departure</u>		<u>Return</u>	
<u>NOVEMBER</u>						
Tuesday	6 th	5:00 pm		Mass Bay CC*		HOME
Thursday	8 th	5:00pm	2:45pm	Holyoke CC*	10:30pm	AWAY
Saturday	10 th	1:00pm	10:45am	Quincy College*	6:30pm	AWAY
Tuesday	13 th	5:00pm		UConn @ Avery Point**		HOME
Thursday	15 th	5:00pm	2:45pm	Bristol CC*	10:30pm	AWAY
Saturday	17 th	12:00pm		Roxbury CC*		HOME
Tuesday	20 th	5:00pm		Ben Franklin		HOME
Tuesday	27 th	5:00pm	2:30pm	Bunker Hill CC*	10:30pm	AWAY
Thursday	30 th	5:00pm		Springfield Tech CC*		HOME
<u>DECEMBER</u>						
Saturday	1 st	1:00pm	1:00pm	C.C. Rhode Island	6:30pm	AWAY
Tuesday	4 th	5:00pm		Northern Essex CC*		HOME
Thursday	6 th	5:00pm	-----	Gateway CC*	-----	AWAY
Saturday	8 th	12:00pm		Massasoit CC*		HOME
<u>JANUARY</u>						
Tuesday	15 th	5:00pm	2:45pm	Mass Bay CC*	10:15pm	AWAY
Thursday	17 th	5:00pm		Holyoke CC*		HOME
Saturday	19 th	12:00pm		Quincy College*		HOME
Tuesday	22 nd	5:00pm	-----	UConn @ Avery Point**	-----	AWAY
Thursday	24 th	5:00pm		Bristol CC*		HOME
Saturday	26 th	12:00pm	9:45am	Roxbury CC*	5:30pm	AWAY
Tuesday	29 th	7:00pm		Ben Franklin		HOME
Thursday	31 st	5:00pm		Bunker Hill CC*		HOME
<u>FEBRUARY</u>						
Saturday	2 nd	12:00pm		C.C. Rhode Island		HOME
Tuesday	5 th	5:00pm	2:45pm	Springfield Tech CC*	10:15pm	AWAY
Thursday	7 th	5:00pm	2:45pm	Northern Essex CC*	10:15pm	HOME
Saturday	9 th	12:00pm	9:45am	Massasoit CC*	6:30pm	AWAY
Tuesday	11 th	5:00pm		Gateway CC*		HOME

* Conference game
** Region XXI game

* DATES/TIMES OF GAME ARE SUBJECT TO CHANGE. CHECK QCC.EDU FOR THE MOST ACCURATE INFORMATION*

Quinsigamond Women’s Soccer 2018

			<u>DEPART</u>		<u>RETURN</u>	
Thursday	13 th	4:00pm	1:45pm	Massasoit C.C.	7:00pm	AWAY
Wednesday	19 th	6:00pm		Springfield Tech C.C.		HOME
Friday	21 st	4:00pm	1:45pm	Holyoke C.C.	7:00pm	AWAY
Tuesday	25 th	6:00pm		Holyoke C.C.		HOME
Thursday	27 th	4:00pm	1:45pm	Bunker Hill C.C.	7:00pm	AWAY
<u>OCTOBER</u>						
Tuesday	2 nd	3:30pm	1:15pm	Bristol C.C.	6:30pm	AWAY
Thursday	4 th	6:00pm		Massasoit C.C.		HOME
Thursday	11 th	6:00pm		Bunker Hill C.C.		HOME
Monday	15 th	6:00pm		Bristol C.C.		HOME
Wednesday	17 th	4:00pm	2:00pm	Springfield Tech C.C.	7:00pm	AWAY
Sat & Sun	20 nd & 21 rd			Region XXI Tournament		TBA

* **HOME Field**
Commerce Bank Field @ FOLEY STADIUM
305 Chandler Street, Worcester MA 01602

Head Coach: Josh Cole

Assistant Coach: Edwardo Rodriguez & Katie Matloff

INTERESTED IN PLAYING A SPORT AT Q.C.C?

Athletes must be currently enrolled in at least 12 credits to try out for the team. A valid physical form and try- out waiver must be submitted before being able to compete. Student Athletes are required to have a physical stating that you are “cleared to play competitive sports”. Please stop by the Athletic Center to pick up a Q.C.C. athletics physical form.

BASKETBALL Try-out /Practice starts MONDAY, OCTOBER 1st

WOMEN'S @ 4:00pm
MEN'S @ 6:00pm

SOCCER TRYOUTS SEPTEMBER 6TH @ 6PM

MEN'S AND WOMEN'S BASKETBALL

Contact the coach as soon as possible to find out more information about meetings prior to the start of the season.

Men’s Basketball

Tishaun Jenkins
508.854.4211
tajenkins@qcc.mass.edu

Women’s Basketball

Gabe Santner
Ext. 4492
gsantner@qcc.mass.edu

BASEBALL / WOMEN’S SOCCER

Student interested in playing baseball or women’s soccer in the fall should contact the coach.

Baseball

John McLaughlin
508.854.4316
Jmclaughlin@qcc.mass.edu

Soccer

Josh Cole
508-854-4317
jcole@qcc.mass.edu



Business Office

Billing and Payment

We do not mail out paper bills. Students are sent an E Bill notification to their student Qmail account as well as to any secondary email account provided by the student 2-3 business days after enrollment. The E Bill notification details how to access your statement, payment due date, payment options, fee waiver options, refund policy, financial aid information and third party billing information.

Payment can be made by mail, over the phone or in person. The Business Office is located in room B07-A and is open Monday-Thursday 8AM-7PM and Friday 8AM-5PM (noon during the summer). Please call 508-854-4560 with any billing or payment questions you may have or email businessoffice@qcc.mass.edu.

Quinsigamond Community College offers on-line payment plan options administered by NelNet Business Solutions each semester except Intercession. On-line payment plan options are detailed in your **FALL 2018 E Bill** notification. If you are interested in setting up a payment plan for your **FALL 2018** balance due or wish to pay your bill on-line please follow the instructions listed below:

- Go to www.qcc.edu
- Log into “The Q” (The Student and Faculty Portal)
- Select “My Academics”
- In the middle of the page select “My Finances”
- Select “view/pay bill” (be sure you choose the correct semester)
- Or select “e-Cashier FACTS Payment Plan”

Please note, if you are enrolled in 9 credits or more there is a state mandated health insurance fee added to your bill. If you have comparable health insurance coverage you may waive this fee. Please see your **FALL 2018 E Bill** notification for more information.

Refund Policy Fall 2018

Below you will find the Tuition and Fee Refund Policy for the **FALL 2018** semester. If you do not plan to attend one or more of your classes you need to officially drop the class if you do not wish to be financially responsible for the charges.

<u>REFUND CATEGORY</u>	<u>DATE</u>	<u>% OF CHARGES</u>
1) Drop through	September 12, 2018	100%
2) Withdrawal beginning September 13 through	September 20, 2018	50%
3) Withdrawal as of September 21, 2018.		0%

Need To Know

(www.qcc.edu/admissions/what-it-costs-go-qcc/student-billing-faqs)

Room 65A

Monday – Thursday: 8 AM-7 PM

Friday: 8 AM to 5 PM

(During the Summer)

508.854.4560

Campus Police

Quinsigamond Campus Police –“keeping you safe” seven days a week throughout the year to the entire campus. The Accredited Department is staffed by a Chief of Police, two Deputy Chiefs, three Sergeants, six full-time Police Officers, 1 Detective, and 1 Outreach Officer.

The Quinsigamond Campus Police Department is located on the ground level of the Athletic Center, Room 136 AC, and provides 24-hour police, security and parking services, a Detective, two Institutional Security Officers and two dispatchers.

The primary mission of the Department is to provide a safe and secure learning environment for the College community. The Department embraces a professional approach to law enforcement, emphasizing customer service, community policing, and impartial enforcement of all laws, policies and regulations.

Quinsigamond Campus Police provide the following options for community members to report incidents:

- Emergency Number: 508-854-4444 On Campus or dial 4444 from any campus phone.
- Main Number: Non-Emergency number 508-854-4221 or On Campus dial 4221 from any campus phone.
- <http://www.qcc.edu/campus>-Departmental Web Site for additional information at: [police](http://www.qcc.edu/campus).
- Text- a – tip – Anonymous Tips, texted to dispatch station. Search “QCC tip” on IOS and Android.

As part of the college’s on-going effort to enhance safety and security programs, emergency phones have been installed throughout the campus for community members to report incidents. During the day, these calls go directly to the dispatcher and will indicate the exact location from where the call is being made. The dispatcher will immediately dispatch a Quinsigamond police officer to the scene.

After hours, weekends, and holidays, the emergency phones ring directly through to the department’s communication cellphones and officers will respond accordingly.

Fire – Safety Measures

Be familiar with the location of fire alarm pull stations, as well as the location of every fire extinguisher in your building. Develop a mental plan of what you will do if there is a fire in your area and rehearse it.

Know where you will exit, including an alternate in case your first choice is blocked. Know how to use a fire extinguisher. (Pull the safety pin, aim at the base of the fire, squeeze the trigger handle and move it from side to side as it discharges at the base of the fire.) The first few seconds of a fire are critical as to whether it spreads or is controlled, but never allow a fire to cut you off from the exit while attempting to control it.

If a fire occurs in your area, pull the fire alarm immediately and evacuate the area, remembering to assist people with special needs and to account for all persons in the area. If the

fire is small enough to extinguish, do so with a fire extinguisher and disconnect any electrical devices involved in the fire if safe to do so.

If the fire is beyond control with an extinguisher, evacuate immediately and activate a fire alarm pull station. Call 4444 immediately from a safe location.

Remember the rules of evacuation: Exit directly outside the building, if possible. Close doors behind you. Do not go deeper into the building unless forced to do so by flames. Never return to the building once outside until told to do so by the appropriate personnel.

If you should become trapped inside a building by smoke or fire, DO NOT PANIC. Do not open any door until you feel it to make sure it is not hot. If it is hot, there is fire on the other side. Crawl or stay as low as possible as you move through the building. Because heat from a fire and smoke both rise, the air close to the floor is cooler and less dense with smoke. Breathe shallowly through your nose and use clothing, such as a shirt or sweater, as a filter. If you are forced to advance through flames, hold your breath, move quickly, cover your head and hair, and keep your head down and your eyes closed as much as possible. If possible, use a cell phone to call 9-1-1 or Campus Police to advise them of your location and condition so that rescue personnel can be directed to you. Do not open or break a window unless it provides you an immediate avenue of escape, as oxygen will only feed the fire and lessen your chances of survival. Remember: Panic is as lethal as the fire. REMAIN CALM.



Need To Know

(<http://www.qcc.edu/campus-police>)

Athletic Center Room 136

24 Hour Service

Main: 508.854.4221

(4221 from any campus phone) Emergency:

508.854.4444

Campus Police (continued)

Locations of Campus Emergency Phones:

Administration Building

- Revolving Doors- By soda machines
- Basement – by library by BO3
- Basement/Cafeteria/Bookstore
- Basement -by main elevator
- Basement-by service elevator/café
- 1St floor – by main elevator
- 1St floor – by service elevator
- 2nd floor – by main elevator
- 2nd floor – by service elevator
- 3rd floor – by main elevator
- 3rd floor – by service elevator
- 4th floor – by 416A
- 4th floor – by service elevator

Surprenant Building

- Basement – by elevator
- 1st floor – by elevator
- 2nd floor – by elevator
- 3rd floor – by elevator
- 4th floor – by elevator

Parking Lots 1-4

- Box 1-Lot 1
- Box 2-Lot 1
- Box 3-Lot 3
- Box 4-Lot 2 and 3 by Athletic Center
- Box 5-Lot3
- Box 6- Lot 4
- Box 7- Lot 4
- Box 8- Lot1 (Quest)
- Box 9- Facing Admin (Quest)

Locations of Campus Emergency Phones:

Ahlfhors Building

- Hallway- main entrance

Athletic Center

- Basement level – QCCPD Administrative Section
- Basement level – women’s locker room
- Basement level – men’s locker room
- Basement level - room 135G
- Exercise level – north wall
- Upstairs lobby – east entrance Athletic Center office

Child Study Center

- First floor-main entrance
- Second Floor- by 203

Quest Center

- 2nd Floor exterior
- Patio near information Kiosk
- 1st Floor by Elevator
- 2nd Floor by Elevator
- 3rd Floor by Elevator
- Quest Ground Floor by Elevator

Services Provided by Campus Police

- Lost and Found
- Motor vehicle lock out and jump starts
- Room and Building Lockouts
- CPR/First Responder services
- Building Inspections for Compliance and Fire Safety
- Crime Prevention Programs
- Timely Notification of Criminal Activity
- Comprehensive Reporting of Criminal Offences
- A Sexual Assault Awareness Presentation Topic’s
- Domestic Violence Presentation
- Safety (Risk Reduction Strategies)
- Alcohol Awareness Program
- ID Theft
- RAD

BE PREPARED ...

Emergencies, accidents, injuries and other unexpected events can occur at any time and in any place. Being prepared both mentally and physically for the unexpected is the first and best defense to minimize an incident.

- Familiarize yourself with your surroundings.
- Know the locations of all exits from your area or building in case fire or debris should block one.
- Know the location of fire alarm pull stations.
- Know the location of fire extinguishers and first-aid cabinets.
- Know where to find the nearest phone or emergency call box to notify Campus Police in case of an emergency.
- Be aware of what is going on around you.
-

Lock your car and conceal valuable items. Never leave personal property unattended.

“See Something - Say Something”



Career Services

Office Room 272 Administration Building

508-854-4439



- **Cooperative Education Program**

The program gives students the opportunity to work in their career. The student gains valuable hands-on experience while earning academic credit toward a degree.

- **Job Search Resources**

We maintain the Purple Briefcase website where employers post opportunities for our students for part & full time positions as well as internships and volunteer work.

- **On-Campus Recruiting & Job Fairs**

QCC's on-campus recruitment can put you in touch with employers who are seeking all levels of employees. Some of these areas include business, industry, government agencies, education, and the non-profit sector.

- **Credit for Prior Learning**

An opportunity to earn college credit for learning acquired through life experience, including Advanced Placement coursework, work experience, the military and non-collegiate training programs.

- **Workshops**

Career Services offers a variety of workshops including resume writing, interviewing skills, and tips to pursue job opportunities. We are here to assist you in all the steps necessary for a successful job search experience.

Website: <http://www.qcc.edu/services/career-services>

Email: careerservices@qcc.mass.edu

Children’s School

Quinsigamond Children’s School

The Children’s School is on campus and open for the full year including college breaks and throughout the summer.

Quinsigamond Children’s School offers young children (2 years 9 months to 5 years of age) a program that fosters appreciation of self, others, and the world around them. It promotes self-motivated learning through discovery and hands-on involvement with the environment. Emphasis is placed on meeting individual needs while encouraging respect for others.

The Children’s School at Quinsigamond Community College provides:

- A rich learning environment for young children
- A program of supervised student participation for the Early Childhood Education Associate Degree Students
- A parent education program
- A demonstration school setting for observational purposes for students, parents, and other community members

Applications for admission are accepted on an on-going basis. Applications are placed on a list according to the date they are received, and processed from the list as vacancies occur. QCC students, faculty and staff members may be given priority.

We accept state vouchers and you may be eligible for a QCC student scholarship!

For enrollment choices and further information contact the Children’s School office at 508.854.4220 or jlhones@qcc.mass.edu or emarkham@qcc.mass.edu or stop by the school.



Need To Know

www.qcc.edu/services/childrens-school

7:15 AM-5:15 PM

Monday – Friday,
Tuesday/Thursday,
Or Monday, Wednesday, Friday

508.854.4220

janel@qcc.mass.edu

Clubs

There are a variety of clubs to participate in at QCC including:

- **Engineering Club**
- **Christian Student Union**
- **Criminal Justice Club**
- **Anime Club**
- **Chess Cub**
- **Psi Beta**
- **Psychology Club**
- **Business Club**
- **Human Services Club**
- **PrideAllianceClub**
- **Theatre Club**
- **Veterans Club**



To learn more, visit the annual Student Club Fair on Wednesday, September 19th and Thursday, September 20th from 11am to 1pm each day outside the Fuller Student Center. If there isn’t a club you’re interested in, stop by the Fuller Center to learn how to start one.

Counseling

Need To Know

(www.qcc.edu/services/counseling-services)

Room 162A

8 AM-4 PM

508.854.4479

twells@qcc.mass.edu

College can be a stressful time for many of us. You are expected to deal with new academic challenges, develop new relationships, learn to cope with anxiety and stress and balance many demands of work, school and family.

Students who make use of counseling services are able to learn new skills, learn more about themselves, and become more confident in their abilities and in their relationships with others. Counseling can offer a safe space to talk in private, take a break and unwind, relax, meditate or just plain “get way from it all” for a while.

Imagine taking some time for you to sit and learn more about you, your values and attitudes and develop greater self awareness and insight. You can explore the self-esteem program or participate in stress reduction.

Counseling services aim to help students thrive. Short-term-counseling, consultation and referral services address situational problems such as academic performance, loss of an important relationship, general stress; more serious crisis issues such as physical or sexual abuse, depression, or loss of a loved one.

We are sensitive to student’s concerns about confidentiality. Services are available at no cost to currently enrolled students. Appointments can be made by calling 508-854-4479 or coming to Room 162A.

Disability Services

Contact us:

Main Campus Office Information
246 A
508.854.4471
Sorenson Video Phone:
508-502-7647
disabilityservices@qcc.mass.edu
Monday – Thursday
8:00 am – 6:00 pm
Friday
8:00 am – 5:00 pm

Southbridge Office Information
Reception Area
774.318.2113
Sorenson Video Phone:
508-502-7647
disabilityservices@qcc.mass.edu
Monday-Tuesday
10:00 am – 6:00 pm
Wednesday-Thursday
9:00 am – 5:00 pm
Friday 8:00 am – 4:00 pm

Welcome to QCC’s office of **Disability Services (DS)**. Disability Services assists students with documented disabilities by coordinating services and supports in order to give students equal access to the community college. Disability Services is committed to providing reasonable accommodations to qualified individuals with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 and the ADA Amendments Act of 2008.

Q: What does Disability Services do?

Disability Services functions as a source of information on policies, procedures, and resources that will enhance your ability to be successful at Quinsigamond Community College. DS serves as a communication link among other students with disabilities, faculty and staff, rehabilitation agencies, and the community at large. Currently, the office has staff on the main and Southbridge campuses.

Q: What does Disability Services do specifically for students?

The staff meets with students to determine the accommodations needed to remove barriers in the classroom or the curriculum each semester. These may change depending on the nature of the course and the way it’s taught. If additional barriers come up during the semester, DS staff and student may meet to problem-solve and discuss alternate ways of demonstrating knowledge and course competencies. DS staff work to ensure that accommodations provide access and are effective for each individual with a disability, based on the documentation provided to Disability Services.

Q: I am new to QCC and just learned about your office – what should I do?

Call Disability Services. New students are encouraged to make an intake appointment with Disability Services as soon as possible before the semester begins. We recommend you make an appointment as soon as you are accepted to QCC, or register for classes.

Q: I used Disability Services in the past, but haven’t for the last few semesters. Can I still see my Coordinator?

Sure! Please don’t hesitate to drop by the office in 246A or send your coordinator an email! There is always something new for us to share with you, and we would like to stay abreast of all your courses for this semester.

Q: Can I volunteer to work with Disability Services?

Yes! **The Leadership Crew:** Are you looking for a way to get involved on campus and meet new people? If so, come join **The Leadership Crew!** The Leadership Crew positively promotes disability issues, supports campus events, meets socially and so much more! To learn more contact Kristie Proctor at kproctor@qcc.mass.edu. ALL ARE WELCOME!

On behalf of the DS Staff, we look forward to working with you!

Kristie Proctor, Director

Contact us:

Main Campus Office Information
255 A
508.854.7551
Sorenson Video Phone:
508-502-7647
assistivetech@qcc.mass.edu
Monday – Thursday
9:00 am – 5:00 pm
Friday
11:00 am – 4:00 pm

SmartPen
Read & Write
Gold Dragon
Naturally
Speaking The Q
Blackboard
Starfish
Apps for Success



LIKE US ON FACEBOOK!!!

Financial Aid

The Financial Aid Office would like to extend a warm welcome to new QCC students!

Did you know that you can still apply for financial aid for the Fall semester? Funds are still available to assist you in paying for your education. These funds may include grants, loans, and work study employment.

If you need financial aid, apply online at www.fafsa.gov. The QCC School Code is 002175. You will need to create an FSA User ID if you have not already done so. The Financial Aid Office will receive your information electronically within a few days, and you'll be on your way to getting the help you need. If you need help applying, we can assist you! Please contact us at 508-854-4261, by email at financialaid@qcc.mass.edu, or stop by Room 165A for more information.

Is it really as simple as that? Generally yes, but our office may have to ask you for additional information to determine your eligibility for financial aid. Monitor your mail and your file through The Q and respond quickly to any requests for additional information. Files are reviewed in the order they become complete, so your quick response to any request for information allows us to provide a financial aid award faster.

If you have already applied for financial aid:

If you are still waiting to receive your aid award, **please verify that your application is complete**. To find out if additional documents are needed or to see your award, log on to The Q. If no documents are requested, please try to be patient. We have received a high volume of applications and are working as quickly as possible to review them. We will contact you by mail when your file has been reviewed.

Bookstore Allowances: Students whose financial aid award is greater than their Fall 2018 bill with the Business Office may be eligible for a bookstore allowance at the QCC Bookstore. A list of eligible students is prepared by the Business Office and sent to the Bookstore prior to the beginning of Fall 2018 book sales. You will also receive notification sent to your QMail indicating that you have a bookstore allowance available at the Bookstore. Students who are using student loans toward their books must complete all loan requirements prior to being issued an allowance.

If you have any questions, we are here to help! Stop by our office in Room 165A of the Administration Building Monday-Thursday, 8am-7pm or Friday from 8am – 5pm, send an email to financialaid@qcc.mass.edu or call us at 508-854-4261.



Financial Aid Staff

Need To Know

(www.qcc.edu/financial-aid-scholarships)

Room 165A

Monday – Thursday: 8am -7pm

Friday: 8 AM-5 PM

508.854.4261

financialaid@qcc.mass.edu

QCC School Code:

002175

The Fuller Student Center

Are you looking for a place to relax in between classes? Have you heard where you can purchase discount movie tickets or play pool? Right in the middle of the QCC campus is a little gem called the Fuller Student Center. As you enter the building, you are welcomed by a member of the Student Life staff; at the window you can obtain discount tickets to the movies, up-coming trips and programs. You will also find information for clubs and organizations.

With your student ID, you have the opportunity to check out board games and pool equipment. Continue on through, and you will see the Open Door and Student Senate Office, a students-only conference room, a lounge where you can watch television, and a pool room and vending machines where you can grab a snack on the run. When the weather is just right, you can sit out on the patio to hang out and eat lunch. The Fuller Student Center is open from 8:30 am to 8:00 pm Monday-Wednesday, 8:30 am – 4:30 pm on Thursdays, and 8:30 am to 4 pm on Fridays. Please note that the entire campus is smoke free!

The center is open to all QCC students. Please read the QCC Handbook for further information and policies regarding the Fuller Student Center.

Need To Know

www.qcc.edu/student-life

Monday-Wednesday 8:30 am-7 pm

Thursday 8:30 am-4:30 pm

Friday 8:30 am-4 pm

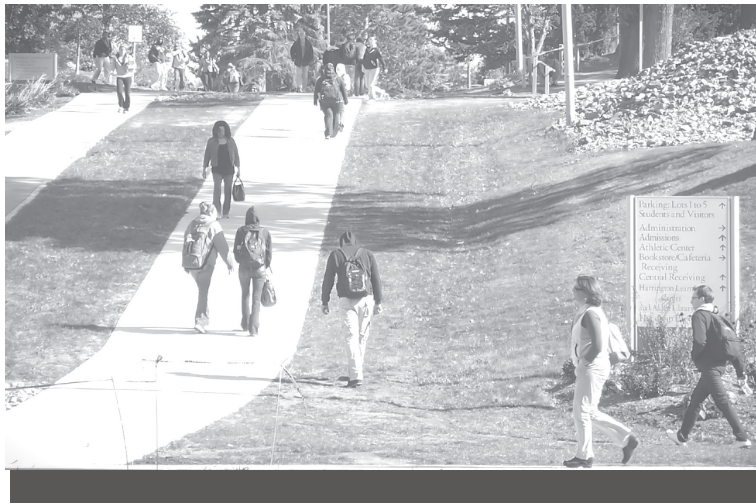


Gateway to College

Need To Know

(www.qcc.edu/academics/high-school-student-programsoptions/gateway-college)

508.854.7587



The Gateway to College program, in partnership with Uxbridge High School, is welcoming another cohort of new students this semester. Gateway to College empowers students between the ages of 16-21 who have dropped out of high school or are not on track to graduate, an opportunity to earn a high school diploma and college credit in a supportive college environment. The Gateway to College program focuses on the individual needs of each student, and provides wraparound services to ensure that no student is left behind.

Students in the Gateway program complete their high school diploma requirements on the college campus while earning dual credit at the same time. The program is a scholarship program to accepted students, and students are able to complete their coursework on the college campus. Upon completion, Gateway students will be well on their way to completing an Associate's degree or certificate program.

The program challenges students to move forward in their lives and to successfully commit to education and their future. Interested students may contact the Gateway office at 508-854-7587 for more information or visit us at our offices in RM 102 Surprenant Building. The program will be recruiting for another new cohort of students for Spring 2019 starting this Fall.

General Academic Areas Tutoring Center

Who Are We?

If you find yourself struggling in your course and want to seek out assistance, the General Academic Areas Tutoring Center is here to help you! The GAA is a tutoring and student resource center who offer assistance in a variety of academic subjects other than writing and mathematics. Our team of patient, professional, and enthusiastic tutors strive to help build your academic skills in our welcoming and academically stimulating environment.

At the GAA, you can:

- Work one-on-one with a tutor who will help clarify course concepts and talk you through problem areas
- Build your study skills by discussing with a tutor how to better approach and manage your coursework
- Take advantage of the most current academic software and programs equipped on our computers to assist you with your coursework
- Expect an exceptional level of patience, compassion, professionalism, enthusiasm, and academic skill from our tutors

How Do I Know When Tutoring is Offered and How Do I Sign Up?

Scheduling an appointment is easy! Visit the GAA website for the most current information on tutoring schedules, including subjects offered, hours available, and how to schedule appointments. Schedules vary every semester. Appointments are typically made in half-hour increments, but can last up to an hour.

Can I Still Sign Up for Tutoring If I'm Enrolled in an Online Course?

Yes! All of our services and resources are free and open to any QCC student currently enrolled in either in-person or online courses.

When Should I Sign Up for Tutoring?

As soon as possible! We encourage you to sign up as soon as you begin to find yourself struggling or come across any course concept that you want to talk through with a tutor.

Need To Know

Location: 222
Harrington Learning
Center Phone:
508-854-4279
Email:
gaa@qcc.mass.edu

The Commonwealth Honors Program

If you are academically motivated, and would like to be in classes with other motivated students, if you are planning on transferring to a 4-year college or university and would like to have more options for scholarships, consider joining the state-wide Commonwealth Honors Program. Your honors experience at QCC will be rewarding, challenging, and enjoyable.

Past Honors Program graduates have transferred to colleges such as Clark University, Wellesley College, Northeastern University, Worcester Polytechnic Institute, and the University of Massachusetts to name just a few. Many transferring honors students have received significant scholarship awards as well. Two of our May 2012 Commonwealth Honors Program graduates received \$57,000 and \$90,000 scholarships respectively to Cornell University, a May 2013 graduate was awarded the Foster Furcolo scholarship to UMass Boston which covers all tuition and fees, two May 2014 CHP graduates were recently given full rides to Smith College, and several QCC graduates were awarded honors-to-honors scholarships to UMass Amherst this year.

Need To Know

(www.qcc.mass.edu/honors)

Office 357A

Susan McPherson,
Honors Program Coordinator

508.854.2759

smcpherson@qcc.mass.edu

Whether you are enrolled as a full-time or part-time student, the Commonwealth Honors Program will provide you with an opportunity for enhanced success, both in your future studies and beyond.

QCC’s Honors Program has been approved by the Massachusetts Department of Higher Education. Interested students can take one, two, three, or all four of the Honors Program class requirements (over the course of your time here at QCC). Benefits include smaller class sizes, a more participatory class structure, scholarship opportunities, and recognition at graduation—and on official college transcript—as a Commonwealth Honors Scholar, as well as guaranteed admission to any honors program or college in the Massachusetts State College or University system. I encourage you to e-mail me to set up an appointment to learn more about this exciting opportunity and to register for classes. Please contact Susan McPherson, Honors Program Coordinator, in office 357A, at 508-854-2759, or email smcpherson@qcc.mass.edu.

Courses for this fall 2018 are:

- ENG 101-10: English Comp I * MWF 9:00-9:50am with Dr. Margaret Wong
- ENG 101-49: English Comp I * TR 11:00am-12:15pm with Professor John Stazinski
- ENG 102-08: English Comp II * MWF 10:00-10:50am with Professor John Stazinski
- ENG 102-21: English Comp II * TR 9:30-10:45am with Professor Susan McPherson
- HST 105-03: World History II * TR 12:30-1:45pm with Professor Ken Wong
- PSY 101-08: Introduction o Psychology * MWF 11:00-11:50am with Professor Judy Colson
- IDS 200-01: Honors Colloquium: Dystopian Cultures * MW 12:00-1:15pm with Professors Beaudry and Benway

Math Center

Need To Know

(www.qcc.mass.edu/mathsupport)

(www.youtube.com/QCCmath)

HLC Room 206

Monday – Thursday: 8 AM-8 PM

Friday: 8 AM-4 PM

Saturday: 9 AM-3 PM

508.854.7523

QCC’s tutoring centers are located on the second floor of the Harrington Learning Center (HLC) and provide a welcoming and supportive environment with free tutoring for currently enrolled Quinsigamond Community College students. The Math Center (206 HLC) offers drop-in, one-on-one and small group tutoring for QCC students taking a range of mathematics and related courses. Students can get assistance with their homework and develop their understanding of math with math tutors, and participate in group study with their peers.

A variety of math-related resources are also available, including current Math Department course textbooks and solutions manuals for use in the center, self-study placement test booklets, and a math lending library. There are desktop and laptop computers for course related work such as MyMathLab, MyStatLab, videos on the Math Department YouTube channel <http://www.youtube.com/QCCmath>, and mathematics software Maple and MATLAB.

Math tutoring is also available at QCC’s Downtown and Southbridge campuses. Please visit our website for details including the location and fall schedules. www.qcc.mass.edu/mathsupport/



The Open Door

The Open Door is QCC's newspaper, a student run monthly publication. All students are encouraged to contribute on a free-lance basis or make a commitment to be a staff member. We welcome photographs, drawings, poetry, creative writing, opinion pieces, other contributions, and suggestions. Look to The Open Door for important updates from various student service offices, educational departments, as well as general campus news and happenings. Readers can expect to find helpful information on many aspects of the college as well as sports and entertainment news.

Deadlines and submission information can be found on the inside page of the paper. Contact us at opendoor@qcc.mass.edu, or stop by the office in the Fuller Student Center.

Need To Know

(<http://bit.ly/14oBGUu>)

Fuller Student Center

508.854.4285

opendoor@qcc.mass.edu

Contribute to the Open Door
and be heard!

Phi Theta Kappa

Phi Theta Kappa (PTK) is the honor society of two-year colleges. To be eligible for membership to this elite organization, students must have 12 credits earned at Quinsigamond Community College and a cumulative GPA of 3.5. A student autobiographical profile form and recommendations from two QCC faculty members are also required upon acceptance to Phi Theta Kappa. Once membership is approved, a one-time fee of \$85.00 must be submitted to retain membership. This fee provides \$70.00 for the Phi Theta Kappa organization and \$15.00 for the QCC Phi Theta Kappa chapter account.

As a member, you are encouraged to uphold the four hallmarks of Scholarship, Leadership, Service, and Fellowship, that PTK was founded upon. Members are encouraged to take on leadership roles, assist faculty and peers on

campus, donate time to community service efforts, and participate in fundraising for special causes. In return, as a Phi Theta Kappa member, you have access to benefits that include: access to over \$90-million in exclusive scholarships, letters of recommendation, employment opportunities, and soft-skills development access.

As a member of the Alpha Zeta Theta chapter of Phi Theta Kappa, you will find volunteering and exclusive benefits quite rewarding. If you are interested and eligible to request membership, please keep watch for exclusive invitations or contact Bonnie Coleman at 508-854-7412, Room 349A.

Need To Know

(www.ptk.org)

Room 349A

508.854.7412

bcoleman@qcc.mass.edu



Placement Testing

All new students are required to take the Placement Test before registering for English and math courses and courses requiring a prerequisite of English or math.

What is the Placement Test?

The Placement Test is a computerized test that helps determine the appropriate level at which a student should begin math and English courses. The test is not timed and the majority of the questions are multiple-choice. Students can choose to take the entire test (English and math) during one testing period or take the English and math tests at different times. An Academic Advisor will use the results of this test to help students select the right courses for registration.

How do I prepare for the test?

- It's very important to study and review before you take the test.
- For more information, go to this page: www.qcc.edu/services/testing and click on the link for Study Tips.

How do I make a Placement Test appointment?

To make an appointment to take the Placement Test, go to our website at: www.qcc.edu/services/testing, and click on a link for the address that you would like. Follow the prompts to choose a date and time that works for you.

Need To Know

Make Appointment:
www.qcc.edu/advising.html

The Q

Need To Know

<https://theq.qcc.edu/ics>

Think of the portal, or The Q, as the gateway to the college. It's "one stop shopping" for all students, faculty and staff. Use The Q to access the course catalog, which shows information for all courses offered in a given semester, including a list of books and faculty members. All communication pertaining to the college is available on the portal via calendar items, announcements, or custom content. Links to access your QCC student e-mail account is available as well.

Students can log into The Q to view your Schedule as well as Financial Aid Awards and Documents, get a transcript of your grades, you can even pay your bill! Students can also access course information via Blackboard and Starfish, which is used to check your academic progress.

There are links available to waive your Health Insurance or even get an Inclement Weather Announcement! Other tabs have been added to allow you to view additional information about the college, including Student Services and Financial Services as well as Campus Life information, which lists information about athletics, events and clubs, where you can join a sponsored group within the college.

Use The Q to sign up for the QCC Alert Notification System, which sends a text message to your cell phone in case of a school emergency or school closing. In addition, a personal page is available for all users to note those important appointments and deadlines.

The Q is available 24x7. Visit www.qcc.edu, and then click on the The Q link at the top of the page. Can't find what you're looking for? No problem. Click the Help tab at the top of the portal for basic help or to retrieve a copy of The Q – QCC's Online Student Portal brochure. If you need additional help, call the QCC Help Desk at 508 854-4427 or email them at help@qcc.mass.edu.

QCC Articulation Agreements

In 2010, the Massachusetts Community Colleges Executive Office (MCCEO) and the Massachusetts Department of Elementary and Secondary Education (DESE) partnered to form a task force with representation from both secondary and postsecondary institutions to develop statewide articulation agreements to facilitate secondary students’ transitions to the public community college system. This collaboration allows for Chapter 74 Vocational High School students to enroll at any community college and be awarded credits for work completed at the vocational high school level. It also supports a seamless continuum of education for students while streamlining the agreement process.

Drafting	Hospitality Management
Manufacturing/Engineering	Business Technology Health
Culinary Arts Transportation	Assisting (CAN) Medical
Arts & Communication	Assisting Carpentry
Information Technology Early	HVAC
Childhood Education	Machine Tool Technology

Independent Articulation Agreements:

Any high school that is interested in articulating courses with QCC can fill out the required “Course Equivalency Request” forms provided on the QCC website. The articulated courses are courses that “mirror” college credit courses. The students take these courses while in high school and receive college credit if they enroll at QCC and meet the requirements. Once the high school courses are approved, QCC and the high school will sign an Articulation Agreement. The students taking courses through independent articulation agreements are required to meet all the state requirements for receiving college credit. If they graduate from high school and have a “B” (3.0) grade point average in their vocational courses and a 2.0 (“C”) overall average, they will receive college credit once they enroll at QCC.

Grading Policy for both State Articulation Agreements and Independent Articulation Agreements
The student must graduate from high school and have a “B” (3.0) grade point average in their vocational courses and a 2.0 (“C”) overall average. They will then receive college credit once they enroll at QCC. Credentialing is the process of awarding academic credit for courses, trainings, workshops, and/or examinations taken outside accredited college institutions. Course credit is based on establishing an equivalency between the non-collegiate course and the QCC course. After the credit review, a QCC course number and title are noted on the transcript along with the number of credits and the grade of “P” (See page 29 in the QCC 2014-2015 Student Handbook) or (QCC catalog, page 45). “The students will receive a “P” (satisfactorily completed the prior learning experience with a “C” grade or better. It is recommended that all students take the Accuplacer test to meet course requirements.

Career Vocational Technical Education (CVTE) Linkages Initiatives (formerly known as Tech Prep)
Career Vocational Technical Education Secondary/Post-Secondary Linkages Initiatives provide high schools that are not Chapter 74 approved, but meet the definition of career and technical education contained in the Carl D. Perkins Career and Technical Education Improvement Act (Perkins IV) with course Articulation Agreements in addition to Early College Placement Testing (Accuplacer) and college readiness activities such as Math Boot Camps. These enable students to experience a seamless career path from high school to post-secondary education. With articulation agreements between the high schools and QCC, students can take courses at their own high schools earning both college and high school credit.

Website

Articulation Agreements/CVTE information for QCC students is available on our web site. Go to the Main QCC web site: www.qcc.mass.edu and under Quick Links, go to Services then scroll down to “High School Articulation Agreements” This link will take you directly to the Web site. This site will give you useful information including participating schools, your eligibility for credit and other useful contact information.

Registrar

The Registrar's Office is responsible for maintaining student academic records. Our goal is to aid students as they pursue their educational goal while attending Quinsigamond Community College. The Registrar's Office can provide a variety of services to both certificate and degree seeking students, as well as non-matriculated students enrolled in courses at the college. Services we offer include, but are not limited to:

- Academic Policy Information
- Change of Name and Address
- Degree and Certificate Requirement Listin
- Enrollment Verificatio
- Evaluate Transfer Credits
- Graduation Application/Audit
- Print Username and Password to The Q and Qmail
- Processes Add/Drops and Course Withdraws
- Transcript Requests

Need To Know

(www.qcc.mass.edu/registrar/)

Room 152A

Monday – Friday: 8AM-5PM

508.854.4257

gccreg@qcc.mass.edu

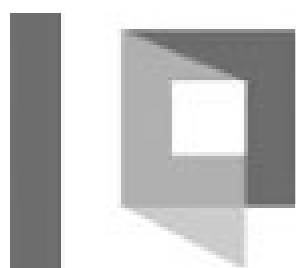
Key dates and deadlines for Fall Semester.

- **Add/Drop period ends Wednesday September 12.** This is the last day you can add/drop a course for the Fall semester. After this date you may not add another course. The last day to add/drop for the Fall 2 semester is November 5.
- **Withdrawal period begins September 13 through November 16.** To withdraw from a class, your instructor or your academic advisor must sign the Withdrawal form. After November 16, your professor may grant you the grade of W, but you are no longer entitled to that grade. Your instructor may assign the grade of F. If you are considering withdrawing from a course and receive financial aid, talk to the Financial Aid Office to find out if your package will change due to the withdraw.
- **Monday October 8 is Columbus Day,** No Classes will be held that day.
- **Progress grades are due Wednesday October 31.** Log onto [The Q](#) to view your mid-semester grade. If you are receiving a failing grade talk to your instructor or academic advisor to see if a course withdraw is an option you should consider.
- **Priority Registration is November 5-19 for returning students.** You have seniority over all new students. Don't wait to register for Intercession or the Spring 2019 semester.
- **Monday November 12 is the observed holiday for Veteran's Day.** Classes will not be held on Sunday November 11 or Monday November 12.
- **Last day to change to or from an AUDIT is Friday November 16**
- **Thanksgiving Recess is Thursday November 22-25,** there are no classes during that period.
- **Final Week of Classes December 12-18,** during the final week of classes there is a modified class schedule. Check The Q for the Fall 2018 Final Exam schedule or ask your instructor for a detailed class syllabus. Final grades are due on The Q 48 hours after the last class/exam.



QCC's Registrars office staff

Next edition of the Open Door



QUINSIGAMOND
Community College

On The Q September 6, 2018

Student Life



Student Life would like to welcome you to QCC whether it's your first time or you're returning! Student Life is here to offer you a great out-of-the-classroom experience during your time at Quinsigamond; offering several services to get you on your way. If you are looking to make a difference in a certain area, or on campus as a whole, then you may want to join a club or organization. QCC has over 35 organizations and clubs which cater to a variety of interests from social to political, as well as religiously affiliated to major specific. Additionally, if you are interested in forming a club, Student Life can get you started!

Another possibility that may be of interest to you are discounted tickets. Student life has discounted tickets to a number of destinations and events throughout the year. Keep an eye out for trips to athletic events, plays and musicals, the Big E, and New York City to name a few. Student Life also sells tickets year-round to the movies for Showcase Cinemas (located either at the Shoppes at Blackstone or right off West Mountain Street here in Worcester).

Finally, keep an eye out for the social and educational programs offered by Student Life. Programs range from the making novelty items to healthy snack events and even games shows where you have a chance to win cold, hard cash. We've always got something going on in the Fuller Student Center. So if you're looking for something to do, look no further than Student Life!

Student Senate

College is what you make it. You can choose to just go to class, of course, go home at the end of the day and keep up with what you've always have done. Or, you can choose to make college work for you. How can you do that? One major way is to become involved in campus clubs and organizations. However, if you want to take it a step further and make a difference for you and the rest of the campus community; join Student Senate! Here are the top 10 reasons to join:

- 10. Professionalize your resume and transfer application by featuring this membership
- 9. Meet people from all backgrounds and interests
- 8. Attend amazing leadership conferences
- 7. Network with students from the other MA Community Colleges
- 6. Build skills for communication, leadership and decision making
- 5. Represent QCC with campus, city and county developments
- 4. Develop friendships that will last beyond your time at QCC
- 3. Fundraise for charitable causes
- 2. Gain the ear of QCC's president
- 1. Become the voice of the student body

For more information and election registration forms, stop by Student Life in the Fuller Student Center.



Need To Know

[www.qcc.edu/office-president/
student-senate](http://www.qcc.edu/office-president/student-senate)

Fuller Student Center

Make a difference. Participate.

Transfer Services

Transfer Services

Harrington Learning Center, 2nd Floor

Voice: 508.854.4404

Email: transfer@qcc.mass.edu

QCC website: <http://www.qcc.edu/transfer>

The Q / Student Portal: Student Services—Transfer Services

Transfer Services provides a variety of resources to help QCC students continue studies at four-year colleges and universities.

Transfer Workshops. Topics include:

- Transferring to Massachusetts State Universities and UMass campuses
- Transferring to private/independent colleges and universities
- How to make the next college affordable

Transfer Fairs. Each fall and spring semester, 30+ transfer admissions counselors from four-year colleges and universities meet with QCC students to discuss transfer options.

Walk-In Transfer Assistance. Quick answers and access to resources such as:

- How to send QCC transcripts
- Transfer Common Application FAQs
- NEBHE Tuition Break Information
- College-specific Materials
- Transfer Guides and Magazines
- Transfer Admissions Contact Information

Transfer FAQ sessions. Information on common issues such as:

- What are QCC Transfer Agreements?
- Important QCC courses for transfer
- How to pick colleges and majors
- General steps to transferring-- deadlines, forms, admissions requirements

Transfer Visits. Local and regional college representatives visit throughout the year to talk with QCC students and answer questions about transferring.

Do you like to write? Do you like to photograph?
If so, stop by the The Open Door Office in The
Student Fuller Center or email:
opendoor@qcc.mass.edu

Trio Student Support Services

Quinsigamond Community College's TRIO Student Support Services program, **FAST FORWARD**, is a federally funded program that provides first generation, economically disadvantaged college students, and students with disabilities the support and services needed to achieve academic success. The program is funded to serve 140 students. There is an application process! Quinsigamond Community College students interested must meet federal guidelines (first generation, economically disadvantaged, and students with disabilities) to be accepted in program before services are rendered. TRIO staff meets regularly with students to review and support a career and academic plan in order for students to complete a program of study at Quinsigamond Community College and/or transfer to a four year institution. TRIO staff members discuss academic goals, help plan class schedules, assist with early registration and offer guidance throughout the semester.

The following services are offered through Quinsigamond Community College's TRIO Student Support Services:

- Academic Advising
- Academic Tutoring (Math & English)
- Financial Aid Counseling
- Educational and Financial Literacy Workshops
- Transfer Counseling, etc.

TRIO staff works with you to secure financial aid by providing assistance with the Free Application for Federal Student Aid (FAFSA): application, renewal process, and potential reinstatement due to probation or termination. Staff will help you search for eligible scholarships and assist with completing scholarship applications and a tutor will review essays.

Please stop by the office or call for more details about the TRIO Student Support Services program.

Note: Applications are accepted throughout the year; however, acceptance into the program is each fall semester only. All applicants will be placed on a waiting list and notified when a slot becomes available.

Staff Contact Information

Joseph Adams, Program Director
jadams@qcc.mass.edu
Phone (508) 854-4593
FAX (508) 852-6943

Ricky Frazier, Program Counselor
rfrazier@qcc.mass.edu
Phone (508) 854-4503
FAX (508) 852-6943

Denise Means, Administrative Assistant
dmeans@qcc.mass.edu
Phone (508) 854-4458
FAX (508) 852-6943



Office Location: Administration Building 170A, Main Campus
Office Email: trioss@qcc.mass.edu

Need To Know

(www.qcc.edu/trio-student-support-services)

Room 170A

trioss@qcc.mass.edu

Veteran Affairs

Need To Know

Paula Ogden Rm 258A

508.854.2721

The Veteran Affairs Office/Vet Center is located in the main Administration Building---Room 258A. All veterans are encouraged to visit the Center to explore the full services that are offered to them. Our mission is to provide support to assist the student veterans and members of the Armed Forces in the adjustment to becoming successful in civilian and college life. We are committed to promoting college spirit as well as establishing and maintaining fellowship amongst veterans and students on campus. Stop by and visit our new Vet Center.

Director, Paula Ogden

Writing Center

Need To Know

Location: HLC Room 208

Phone Number: 508-854-7488

Email: wcinfo@qcc.mass.edu

Website: <http://www.qcc.edu/services/writing-center>



The Writing Center is a tutoring and resource center for writing, as well as those skills integral to the writing process, including reading comprehension, critical thinking, planning, and organization. Students can work with a tutor on their writing, reading, and study skills for any course. Tutors can also assist students with any ESL course, as well as HUM 101 and SPH 101. In addition to one-on-one tutoring, the Center offers a variety of services, including writing and grammar workshops, English and Spanish Conversation Groups, and writing reference guides. The Writing Center is not a proofreading or editing service.

Fall and Spring Semester Hours:

Monday through Thursday:
8:00 a.m. to 8:00 p.m.
Friday:
8:00 a.m. to 4:00 p.m.
Saturday:
9:00 a.m. to 3:00 p.m.

Summer Session Hours:

Monday through Thursday:
8:00 a.m. to 8:00 p.m.
Friday:
8:00 a.m. to 12:00 p.m.
Saturday: Closed

Intersession Hours:

Monday through Thursday:
8:00 a.m. to 7:00 p.m.
Friday:
8:00 a.m. to 5:00 p.m.
Saturday: Closed

Tutoring for Writing, Reading, and Study Skills

The Writing Center tutors work collaboratively with students to improve their skills and aid them in becoming more competent and confident writers, readers, and college students. Tutors can assist students with writing assignments for any course and can help at any point in the writing process. Tutors are also available to help students with reading comprehension and study skills. They can also assist with organizing and documenting speeches and presentations. Tutoring is available on a walk-in basis or by appointment. Sessions usually last from half an hour to an hour.

Writing, Reading, and Study Skills Workshops

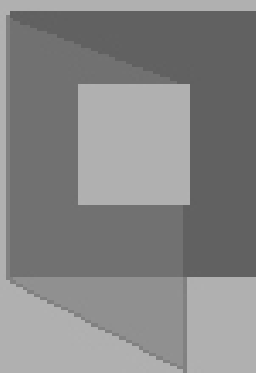
In Fall and Spring semesters, the Writing Center offers a series of free writing workshops on a variety of topics important to successful college writing, reading, and study skills. These workshops are included in the Tutoring Centers' Steps to Success Workshop Series. Schedules are available in the Center or on The Q.

English Conversation Groups

Students interested in practicing and improving their vocabulary, pronunciation, and conversation skills in English can participate in the Center's English Conversation Groups. These drop-in tutor-led groups meet in the Center and usually last one hour. Schedules are available in the Center or on The Q.


Reference Materials

A variety of handouts that address a number of writing, grammar, punctuation, and formatting concerns are available at the Center. Writing workbooks and handbooks are also available for student use.



QUINSIGAMOND
Community College

Student Life

September					2018	
Check the QCC Events Calendar for more information and follow Quinsigamond Community College Student Life on Facebook						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Yoga Every Tuesday at 1pm & Every Thursday at 12pm	Full Body Toning Every Monday & Wednesday 12:30				1
2	3	4	5	6	7	8
	College Closed	All College Day NO SCHOOL	First Day Welcome Fair 11:30am-1:30pm Baseball Interest Meeting 5pm	NFL Kick Off 12:00pm-1:00pm Women's Soccer Tryouts 6pm	Back-To-School Bingo 10:00am-11:00am	
9	10	11	12	13	14	15
Grandparents day 	Downtown Welcome College Knowledge Trivia 10:00am-12:00pm	Southbridge Welcome College Knowledge Trivia 10:00am-12:00pm Resume Writing 5pm		Workplace Etiquette 12pm	Fuller Friday 10:30am-1:00pm Walt Disney Program Share 1pm	
16	17	18	19	20	21	22
	Constitution Day Trivia 10:00am-12:00pm	Resume Critique 4pm	Club Rush 11:00am-1:00pm Big E Trip	Club Rush 11:00am-1:00pm Resume Writing 10am		Dragon Boat Races Autumn Begins
23/30	24	25	26	27	28	29
Basketball Tryouts on October 1st TBA	Fall Frenzy 10:00am-12:00pm Interviewing Skills 11am		Nacho Night 5:00pm-6:00pm	Safety Awareness 10:00am-12:00pm	Student Leadership Academy Kickoff 12pm-1pm	



Sexual Violence/Relationship Abuse Resources & Services

*Confidential Resource

Campus Police

Campus Police (24/7): 508.854.4221
Emergencies (24/7): 508.854.4444

Title IX Coordinator

This is a college official designated to receive and investigate complaints related to sexual violence on campus.

Liz Woods, Dean for Compliance and Education:
508.854.2791 • lwoods@qcc.mass.edu

Fall 2018 ID Schedule

In the Athletic Center:

August 27th 10am-8pm

August 28th-30th 10am-6pm

August 31st 10am-4pm

September 4th 12pm-4pm

September 5th & 6th 10am-6pm

September 7th 10am-4pm

September 10th-13th 10am-2pm and 4pm-6pm

September 14th 10am-2pm

September 15th-Rest of the Fall Semester

M, W, F

9am-10am

2pm-3pm

T, TH

9am-10am

4pm-6pm

S

10am-1pm

(Students can also make an appointment by calling the Athletic Center in advance)

Southbridge Campus:

September 12th and 13th
10am-6pm

Downtown Campus:

September 17th and 18th
10am-7pm