New Staff in the Division of Student Affairs

Spotlight on Dean Michael DiBartolomeo

I’m the Dean of Enrollment Services. I was recently at Dominican College in Orangeburg, NY where I was the Director of Admissions and before that at Ramapo College of NJ for nearly 10 years, most recently as the Associate Director of Adult & Graduate Admissions. I am looking forward to working with my colleagues both within the Division of Student Affairs and beyond to ensure that we are providing excellent services to our students, especially those that interact with the new One Stop Center on campus. My personal goals for my position are to:

1. Help position Bergen Community College as the premier community college in New Jersey.
2. Improve customer service at the One Stop Center through student feedback as well as data analysis.
3. Ensure each student that enters Bergen has the best opportunity to be successful.

My personal philosophy is that each student learns in different ways through different methods and it’s our task as a community college to give students access to those methods that make them successful. Bergen Community College is full of students who are challenged academically, socially responsible and civically engaged.

Sincerely,

Michael R. DiBartolomeo, M.A.
Dean of Enrollment Services
Bergen Community College
(201) 879-3045
www.bergen.edu
Coordinator Juhi Bhatt

With the title of Coordinator of Judicial Affairs & Student Information, my primary responsibility will be to assist students through the judicial process on campus by following the information presented within the Student Code of Conduct. I also assist faculty and staff as necessary when incidents arise on campus that may involve a violation of the Student Code of Conduct. I continue to serve as the case manager for the Behavioral Intervention Team (BIT) and manage the students who work at the Information Desk located in the Student Center, which is overseen by the Office of Student Life & Judicial Affairs. Additionally, I will assist the staff within the Office of Student Life & Judicial Affairs with their programming initiatives on and off campus, our student clubs and outside organizations/speakers as needed. My goals within this position are to make the judicial process as transparent and smooth as possible for students by continuing to educate them about the Student Code of Conduct and our current process. I look forward to my continued work with the faculty and staff as it relates to my role. Finally, as a fun fact, I am an avid runner and currently have run 500+ miles for this year – as my challenge for the year was to run 500 miles. I’m happy to say I have passed my goal!

Emergency Notification Text Message System

With the start of the new semester Bergen has launched a new emergency notification system powered by Send Word Now.

You can get a text message for emergency notification emails including information on topics such as weather closing and safety alerts.

Automatically, all faculty and students will receive emergency notification emails to their @bergen.edu and me.Bergen.edu addresses. No opt-in is necessary.

You can receive the emergency alert text messages through the phone and other email addresses as well. To choose these options, please visit www.bergen.edu/swn and click “Register for BCC Emergency Alerts.”

Student Government Openings

The Student Government Association is opening Senator positions for the Spring 2015 and Fall 2015 term. Being a Senator is a great opportunity to exercise your leadership and cultivate your community. We are looking to recruit strong candidates and hope that you will apply. Please pass by room A-101 to pick up an application. If you have any questions, comments, or concerns, feel free to contact Natasha Pineiros, Vice President & Chairwoman of the Senate, at studentgovernmentvp@gmail.com.

Registration

You have three opportunities to register for Spring 2015

• January 20 - spring 1 classes (last day to register January 19)
• February 10 - spring 2 classes
• March 9 - spring 3 classes

Useful dates to remember

• Spring break - March 15-21
• Graduation ceremony - May 21
• Summer classes 1 begins - May 25

Career & Transfer Help is Here

Counselors at The Center for Student Success (CSS), located in room A-118 (Paramus), are ready to assist you with identifying an academic major, selecting 4-year colleges and universities for transfer, and guide you through the career and job search process. Visit the Center or call a CSS representative at (201) 447-7171 to make an appointment.
Helpful Information from Bergen

Payment Information

Bill Due Dates
Account Information by term is available online through the portal at my.bergen.edu under financial information for students. Tuition and fees payment will be due on the posted deadline dates.

Methods of Payment

Online
• Payment in full can be made at my.bergen.edu with MasterCard, Visa, Discover or American Express.

In-Person
• Bring your bill/schedule to the Bursar’s Office (Room L-127). You may pay in cash.
• By check or money order for the full amount. Include the student’s college ID number on the check or money order.
• By Visa, MasterCard, Discover, American Express or Debit Card.

By Mail
• Mail your bill to the Bursar’s Office along with a check or money order for the full amount. Include the student’s ID number on the check or money order to: Bursar’s Office (Room L-127) Bergen Community College 400 Paramus Road Paramus, New Jersey 07652-1595

How to Activate Your Portal

Web Registration
• All currently enrolled students have a username and password and are eligible to use Portal at my.bergen.edu for looking up their academic information. Students who are in good academic standing may register via Portal.
• Forgotten username? Select What’s my user ID on the student menu.
• To get your temporary password, select What's my password on the student menu and it will be sent to your email address on file.
• If you wish to change your email address, go to the Registration Service Window during office hours with your student ID card, driver’s license or state issued ID.
• New students who are not seeking a degree use the first two letters of your last name, with the first letter UPPERCASE, followed by SIX (6) numbers of your student ID number (do not include the leading 0).

For example:
Last name Smith and student ID# 0123456 Initial password = Sm123456

Parking Decal and ID Card
• Parking decals and student ID cards (including ID updates) can be obtained at Public Safety, Room L-154, Monday through Saturday, while classes are in session. Individual identification is required.

Online and Partially Online Courses

ONLINE COURSES (indicated by a suffix of WB, WL, or WH, e.g., SOC-101-098WB) These courses may be applied to Bergen degrees or certificates, taken as electives or for general interest, or taken for professional development.

How do online courses work?
All course information and materials are online. However, typically textbooks need to be purchased. You can access this material any time of the day from an internet-connected computer. Students participate in course discussions and interact with the instructor and other students. Some courses have online or proctored tests. Office hours also can be arranged.

Partially Online Courses
(Indicated by a suffix of HY, HL, or HH, e.g., WRT-101-005HY) These courses combine classroom and online learning by meeting fewer times per week than a traditional face-to-face class, as well as reduce travel and parking problems for students. At least one meeting time per week is replaced by schoolwork to be completed online via the Internet. These courses require that students have access to a computer (or time to spend in our free-time computer labs) and are organized, disciplined individuals who like to work independently. Students must be willing to meet with their classes for the time period specified in the master schedule. Face-to-face class time is required and an attendance policy will be enforced.

For more information, please visit: www.bergen.edu/dlearning

Helpful Contact Information

Student Affairs, Paramus
Academic Advising ................................................................. Room A-118
www.bergen.edu/counseling
Admissions ............................................................. Room A-115
www.bergen.edu/admissions
Center for Collegiate Deaf Education .................................. Room L-115
www.bergen.edu/cdde
Center for Health, Wellness and Personal Counseling .................. Room HS-100
www.bergen.edu/hwp
Center for Student Success .................................................. Room A-118
www.bergen.edu/coop
Educational Opportunity Fund Counselors .............................. Room C-100
www.bergen.edu/eof
International Student Center ................................................ Room C-102
www.bergen.edu/isic
Office of Public Safety .......................................................... Room L-154
www.bergen.edu/publicsafety
Office of Specialized Services .............................................. Room L-115
www.bergen.edu/oss
Office of Student Life .......................................................... Room SC-110
www.bergen.edu/studentlife
One Stop Registration and Financial Aid .................................. Room A-128
www.bergen.edu/registration

Student Affairs, Meadowlands
1280 Wall Street West, Lyndhurst, NJ 07071
First Floor, Room 116 • (201) 301-9699

Academic Counseling; Career and Transfer Services .................. Room 124
www.bergen.edu/registration
Financial Aid Services ......................................................... Room 140 and 136
www.bergen.edu/admissions
Office of Public Safety .......................................................... Room 101
www.bergen.edu/publicsafety
Registration Services ............................................................ Room 126
www.bergen.edu/registration
Student Advisement ............................................................. Room 126

Bursar: Tuition Payment Plan
Make college more affordable by paying for tuition and fees over time. Tuition payment plans break down your tuition balance into affordable monthly payments. There’s no interest, payment options are flexible, setup fees are affordable and it’s easy to enroll!

Payment Plan Benefits:
• Easy online enrollment
• Flexible payment options
• No interest

Payment Methods
• Automatic bank payment
• Credit/debit card

Cost to Participate
• $25 enrollment fee per semester
• $30 returned payment fee if a payment is returned

Why Attend Bergen?
It’s simple. Bergen provides high-quality and affordable education with plenty of opportunities for student engagement through campus activities and student organizations. At Bergen each student is an individual, not a number. That's the Bergen advantage. Call Admissions and Recruitment at (201) 447-7200 to become a member of the Bergen community.