


NEW STUDENTS ADVISING	Dates Available	Advising Services	Student Responsibility
<p><b>Faculty Advising</b>  <b>A118, Center for Student Success</b>  Please note:  One on one advising sessions are approximately 20-30 minutes.  Wait times vary</p>	<p>May 1<sup>st</sup>  Thru  August 11<sup>th</sup></p>	<p>Meet one on one with faculty advisor.</p> <ul style="list-style-type: none"> <li>○ Review placement test results</li> <li>○ Confirm program</li> <li>○ Review degree requirements</li> <li>○ Explain portal &amp; web advisor</li> <li>○ Teach students how to use Web Advisor</li> <li>○ Select classes for next term</li> <li>○ Answer any questions you may have</li> <li>○ Campus referrals when necessary</li> </ul>	<p>Students should have:</p> <ul style="list-style-type: none"> <li>○ Completed admissions package</li> <li>○ Completed online orientation</li> <li>○ Access to Portal account</li> <li>○ Transcripts sent (if applicable)</li> <li>○ Tuition payment plan (FAFSA, Student Loans, Out of pocket)</li> <li>○ Placement Test in system (48 hours after taking the test)</li> </ul> <p><b>Completing these steps will help make the most out of advising services</b></p>
<p><b>Express Advising</b>  <b>A118, Center for Student Success</b>  Due to high volume of students advising sessions are limited to approximately 5 minutes.  Wait times vary, but expect delays.</p>	<p>August 14<sup>th</sup>  Thru  September 30<sup>th</sup></p>	<p>Faculty advisor will:</p> <ul style="list-style-type: none"> <li>○ Review placement test results</li> <li>○ Confirm program of study</li> <li>○ Suggest courses for next term registration</li> </ul> <p><b>Advising services during this time are extremely limited.</b>  <b>Wait times vary, but expect delays.</b></p>	<p>Students should have:</p> <ul style="list-style-type: none"> <li>○ Completed admissions package</li> <li>○ Completed online orientation</li> <li>○ Access to Portal account</li> <li>○ Placement Test completed</li> <li>○ Transcripts sent (if applicable)</li> <li>○ Tuition payment plan (FAFSA, Student Loans, Out of pocket)</li> </ul>
<p><b>SKYPE</b>  Appointments are required  Space is limited. Sign up:  <a href="https://goo.gl/forms/ZoR4oKePvi9HF0KI3">https://goo.gl/forms/ZoR4oKePvi9HF0KI3</a>  <b>This provides the basics for students that can't get to campus. Not all advising services available through Skype.</b></p>	<p>Wednesdays</p> <p>July:  12<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>  Aug:  2<sup>nd</sup>, 9<sup>th</sup></p>	<p>Meet with faculty advisor via SKYPE</p> <ul style="list-style-type: none"> <li>○ Review placement test results</li> <li>○ Confirm program</li> <li>○ Provide guidance for course selection</li> <li>○ Explain portal &amp; web advisor</li> <li>○ Answer any questions you may have</li> <li>○ Campus referrals when necessary</li> </ul>	<p>Students should have:</p> <ul style="list-style-type: none"> <li>○ Completed admissions package</li> <li>○ Completed online orientation</li> <li>○ Access to Portal account</li> <li>○ Placement Test completed</li> <li>○ Transcripts sent (if applicable)</li> <li>○ Tuition payment plan (FAFSA, Student Loans, Out of pocket)</li> </ul>
<p><b>Email</b>  <b>Advising4U@bergen.edu</b>  This provides the basics for students that can't get to campus. Not all advising services available  <b>This provides the basics for students that can't get to campus. Not all advising services are available through email.</b></p>	<p>June 1<sup>st</sup>  Thru  August 11<sup>th</sup></p>	<p>Email responses will:</p> <ul style="list-style-type: none"> <li>○ Confirm your program of study</li> <li>○ Recommend courses for the next term.</li> <li>○ Answer your questions</li> <li>○ Refer to appropriate campus office for information if applicable</li> </ul> <p>All email advising requests must be from the student BCC account and include Student ID number.</p>	<p>Must be sent from your BCC email address.</p> <ul style="list-style-type: none"> <li>○ Completed admissions package</li> <li>○ Completed online orientation</li> <li>○ Access to Portal account</li> <li>○ Placement Test completed</li> <li>○ Transcripts sent (if applicable)</li> <li>○ Tuition payment plan (FAFSA, Student Loans, Out of pocket)</li> </ul>
<p><b>Faculty Advising at the Meadowlands</b></p>	<p>Tuesday and Wednesdays  9:30 – 3:30 pm  May 23- August 23<sup>rd</sup></p>	<p>For information call:  201-447-7920</p>	<p>www.bergen.edu/meadowlands</p>



## NEXT STEPS

**New Student Advising – Faculty advisors are available to help you create an educational plan and get you started at BCC. In order to get the most out of your advising session, prepare by completing the following steps:**

	What to do	For Help Go to:
	Review your <b>Placement Test</b> results. If you are planning on taking the Challenge Test be sure to prepare. For more information and study guides go to: <a href="http://bergen.edu/testing/challenge-tests/">http://bergen.edu/testing/challenge-tests/</a> Advising information will change depending on your test results, so please complete testing prior to seeking advisement.	S127 <b>Office of Testing Services</b>
	<b>Complete your Admission Package:</b> All relevant transcripts should be submitted as soon as possible. Official transcripts are required. Transcripts are evaluated and credits may be applied to your record.	A115 <b>Admissions Office</b>
	<b>BCC Tuition is based on the number of credits you register for. A complete list of fees is available:</b> <a href="http://bergen.edu/wp-content/uploads/TuitionandFees_2017-2018AY_rev0317.pdf">http://bergen.edu/wp-content/uploads/TuitionandFees_2017-2018AY_rev0317.pdf</a>  BCC offers a <b>Tuition Payment Plan</b> . For more information go to <a href="http://www.mycollegepaymentplan.com/bergen">www.mycollegepaymentplan.com/bergen</a>	L-127 <b>Bursar's Office</b>
	<b>Complete the FAFSA</b> <a href="http://www.fafsa.gov">www.fafsa.gov</a> After successfully completing your FAFSA it may take several weeks for the school to receive your Student Aid Report (SAR). File as soon as possible.	A129 <b>One Stop Office</b>
	Open your <b>BCC Student Portal</b> – it provides access to BCC email, student web advisor, registration Information, tuition, course schedules & more. Access to your student portal is required for advising sessions.	My.bergen.edu Contact <b>BCC Help Desk</b> with problems <a href="mailto:helpdesk@bergen.edu">helpdesk@bergen.edu</a>