





Dear Student,

Welcome to the TRiO Student Support Services program at Mott Community College! We are pleased that you have chosen MCC as your educational partner. The Student Support Services staff is excited to assist in your pursuit of a bachelors degree, transfer and/or graduation. We encourage you to take part in the various activities brought to you by the TRiO-SSS program. In addition to the events and activities presented, the program offers you:

- ◆ Professional Tutoring
- ◆ Financial assistance including the TRiO Grant
- ◆ University Visits
- ◆ A variety of Academic Support Workshops
- ◆ Cultural enrichment activities
- ◆ Assistance in finding the right college resources
- ◆ Assistance with transferring
- ◆ Mentoring and guidance
- ◆ Awards and recognition
- ◆ Student success publications

Please do not hesitate to contact your Student Support Services Coordinator. We will do our best to make your time here at MCC a rewarding and enjoyable learning experience. We will also assist you in making a smooth transition to the 4-year university of your choice. Please take advantage of the services we offer.

We look forward to working with you!

Sincerely,

The TRiO-SSS Staff

Mott Community College
Learning Center TRiO-SSS
1401 East Court Street • Flint, MI 48503
(810) 232-4696 • (810) 232-9520 (fax)



MOTT COMMUNITY COLLEGE

Mission Statement

The mission of Charles Stewart Mott Community College is to provide quality higher education for the people in Genesee and surrounding counties. Mott Community College reflects the cultural, ethnic, and gender diversity of the community, anticipating and responding to its varied needs and aspirations by providing learning opportunities for all who want to identify and develop their abilities and interests. Mott Community College will provide a sound general and liberal arts education and train a well-prepared work force that can successfully compete in the global community. The College is a catalyst for sharing technologies and facilitating technology transfer by effectively using resources and by building and sustaining community alliances. College faculty and staff are committed to equal access and opportunity for all students. The College's strength lies in promoting excellence in teaching and eliminating barriers to learning.

MCC STUDENT SUPPORT SERVICES

Mission Statement

The Mott Community College Student Support Services (SSS) program provides opportunities for academic development, assists students with basic college requirements, provides cultural enrichment through community activities, and serves to motivate students towards the successful completion of their Bachelors degree.



MCC Learning Center

(Located on the upper level of the Prah! Student Center, Room 2280)

1401 East Court Street

Flint, MI 48503

(810) 232-4696

(810) 232-9520 (fax)

(810) 762-0399 v/tty

Office Hours

Monday 8 am - 7 pm

Tuesday - Friday 8 am - 5 pm

Hours During Peak Registration

Fall & Winter Semesters

Monday - Thursday 8 am - 7 pm

Friday 8 am - 5 pm

www.mcc.edu/learning/lc_trio.shtml



TRiO Student Support Services is a federally funded grant program. MCC's TRiO-SSS program serves the interests of 200 students each year. Many opportunities are provided to students, such as:

PROFESSIONAL TUTORS

Professional tutors are available exclusively to SSS participants registered for classes at MCC. Our professional tutors have attained degrees in the areas they tutor. They provide individualized instructional assistance in a variety of courses as well as tips and techniques for studying effectively. Our professional tutors are committed and have a strong desire to see you succeed. They are available for one hour or two hour appointment sessions once a week per student per class. Please see your SSS Coordinator to sign up.

SSS LAPTOP LOAN

The SSS program offers Gateway laptop computers for loan for SSS members ONLY. These laptops are equipped with WIFI internet access and Microsoft software such as Word, Access, Excel, and PowerPoint. SSS members may use these laptops to complete homework between classes, type papers, or surf the web. The laptop loan service is available to SSS members (who are registered for the current semester) and is free of charge. Members must provide their own flash drive or disk for saving files. Downloading or saving files to the laptop is not allowed. The SSS laptops are not allowed off campus. For more information and/or to borrow an SSS laptop, please see an SSS Coordinator in the Learning Center located in the Prah College Center.



ACADEMIC SUPPORT WORKSHOPS

The TRiO-SSS program, along with the MCC Counseling office, presents a variety of workshops throughout the year. Topics may include the following:

- ◆ Dealing with Test Anxiety
- ◆ Finding Scholarships
- ◆ How to Take Better Notes
- ◆ Study Skills
- ◆ Help with Resumes
- ◆ Financial Literacy
- ◆ MCC email and Blackboard
- ◆ Term Paper Writing Tips

TRiO-SSS GRANT

The TRiO Student Support Services (SSS) Grant is designated for students participating in the SSS program. This grant is designed to assist with educational expenses such as tuition, fees, books, and supplies when all other sources of financial aid have been exhausted.

To **apply** for this grant, students must:

- ◆ Be receiving a Federal Pell Grant
- ◆ Have a minimum GPA of 2.3
- ◆ Carry a minimum of 12* credits per Fall/Winter (6* credits in Spring/Summer)
- ◆ Demonstrate a commitment to transfer
- ◆ Earn a minimum of 300 SSS Participation Points
- ◆ Explore every option before withdrawing from a class
- ◆ Complete a one-page Grant application essay
- ◆ Attend an SSS-sponsored financial literacy workshop
- ◆ Attend at least one SSS-sponsored workshop within the semester that you are applying for the grant

*Exceptions may apply.

TRiO-SSS WEBSITE

The SSS program website can be accessed from the Mott Community College homepage. Check it out to keep up with the most up-to-date information.



COORDINATOR CHAT!

Coordinator Chat days are designed for TRiO-SSS students to meet with their coordinators regularly. Chat days are scheduled every Tuesday throughout each semester. Check your monthly calendar for dates.

Students will earn 50 points (one time per month) for attending this scheduled appointment. As a condition of your membership, you must meet with your Coordinator regularly.

PARTICIPATION COUNTS!

The ultimate goal of the TRiO-SSS program is that its participants attain a Bachelors degree. While each student is unique and needs the program for different reasons and to varying degrees, students are required to participate in TRiO-SSS activities. You will earn points for each activity in which you participate. Participation points will:

- Show the TRiO-SSS staff how active you are in the SSS Program. Earning Participation Points will allow you to remain a member of the SSS Program.
- Be a determining factor in a member's eligibility for the TRiO-SSS Grant. SSS members applying for the Grant must have earned at least **300** Participation Points to be considered for the Grant.
- Earn SSS members the eligibility to attend cultural enrichment activities (which include cultural events and university visits).

Participation Points can be earned by:

Meeting with an SSS staff member	10 points (max. 30pts/week)
Attending professional tutoring	50 points (per hour)
Attending workshops	300 points
Attending university visits	500 points
Attending cultural events	100 points



INSTRUCTIONAL SUPPORT SERVICES, RESOURCES, AND INFORMATION

ACADEMIC COMPUTING SERVICES

CM 2118 (810) 762-0321

Hours

8 am - 10 pm Monday - Thursday

8 am - 5 pm Friday & Saturday

CURTIS MOTT COMPUTER LAB

CM 1135 (810) 762-5675 (Call for hours)

MOTT MEMORIAL OPEN LAB

MMB 2113 (810) 762-5692 (Call for hours)

RTC OPEN COMPUTER LAB

RTC 2604 (810) 762-4507 (Call for hours)

OPEN LAB

SLBC 1306 (810) 750-8585 (Call for hours)

OPEN LAB

LAPEER C 313 (810) 667-4166 (Call for hours)

DISABILITY SERVICES

Located in the Learning Center upper level Prahl Student Center

Room 2280

(810) 762-0399 v/tty

Hours

Monday 8 am - 7 pm

Tuesday - Friday 8 am - 5 pm

During Peak Registration

Monday - Thursday 8 am - 7 pm

Friday 8 am - 5 pm



INTERNET ACCESS

MCC has both Open Computer Labs and Wireless Access available for students. While most of these computer labs are dedicated for educational purposes, three of the computer labs are open labs for students to use on a drop-in basis (students must have current ID card).

All students will have an email account set up for them. This account remains active as long as you are a currently enrolled student. To find out your user name and password go to:

<http://edtech.mcc.edu/account/index.html>

As a MCC student you can also receive free internet dial-up access in the state of Michigan. Check out the computer resource guide for more details.

LEARNING CENTER

Located upper level Prah! Student Center Room 2280

(810) 762-0399 v/tty

Hours

Monday 8 am - 7 pm

Tuesday - Friday 8 am - 5 pm

During Peak Registration

Monday - Thursday 8 am - 7 pm

Friday 8 am - 5 pm

MOTT LIBRARY

Information Desk (810) 762-0400

Circulation Desk (810) 762-0401

Hours

Fall & Winter

Monday - Thursday 8 am - 9 pm

Friday 8 am - 5 pm

Saturday noon - 5 pm Sunday noon - 5 pm

Spring & Summer

Monday & Tuesday 8 am - 9 pm

Wednesday - Friday 8 am - 5 pm

Saturday noon - 5 pm Sunday CLOSED

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TUTORIAL SERVICES

Located in the Learning Center upper level Prah! Student Center
Room 2280
(810) 762-0376 v/tty

Hours

Monday 8 am - 7 pm
Tuesday - Friday 8 am - 5 pm

During Peak Registration

Monday - Thursday 8 am - 7 pm
Friday 8 am - 5 pm

VIEWING, LISTENING AND TESTING CENTER

Located first floor Mott Library.
(810) 762-0406 (Call for hours)

WRITING CENTER/GRAMMAR LINE

CM 2031 (810) 762-0229 (Call for hours)

STUDENT SERVICES, RESOURCES AND INFORMATION

www.mcc.edu/current_index.shtml

ACADEMIC ADVISEMENT CENTER

Prah! College Center-2040 (810) 762-0331

ADMISSIONS OFFICE

Prah! College Center-2140 (810) 762-0200
Toll Free 800-852-8614

ATHLETICS AND CAMPUS RECREATION

Ballenger Field House (810) 762-0419



CAMPUS LIFE ENHANCEMENT FUND (CLEF)
(810) 762-0243

CAREER RESOURCE CENTER
Prahl College Center-2050 (810) 762-0250

STUDENT EMPLOYMENT CENTER
Prahl College Center-2020 (810) 232-3285

COUNSELING AND STUDENT DEVELOPMENT
Prahl College Center-2030 (810) 762-0111

STUDENT FINANCIAL SERVICES
Prahl College Center LL (810) 762-0144

EMERGENCY RESPONSE OFFICE
Curtice-Mott Complex CM-1150 (810) 762-0554

INTERNATIONAL STUDENTS
Prahl College Center (810) 762-0200
How to apply for a student visa can be found online at:
www.mcc.edu/4_admissions/ad_started_international.shtml

PLACEMENT TESTING AND ASSESSMENT CENTER
Prahl College Center -2010 (810) 762-0372

REGISTRAR'S OFFICE
Prahl College Center LL (810) 762-0200

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REGISTRATION & CASHIER'S

Prahl College Center LL 15 (810) 762-0221

STUDENT AMBASSADORS

Prahl College Center (810) 762-0200

STUDENT CLUBS AND ORGANIZATIONS

Prahl College Center-1240 (810) 762-0045

STUDENT GOVERNMENT

Prahl College Center-1240 (810) 762-0045

STUDENT LIFE

Prahl College Center-1240 (810) 762-0045

VETERANS SERVICES

Prahl College Center-2020 (810) 762-5632

STUDENT HANDBOOK

The handbook can be found online at:

www.mcc.edu/student_handbook/index.shtml

The Student Handbook contains valuable information on:

- ◆ New Student Enrollment Process
- ◆ General Academic Information
- ◆ Instructional Support Services
- ◆ Policies and Procedures
- ◆ College Services
- ◆ Student Services
- ◆ Campus Maps



2011 ACADEMIC CALENDAR

FALL 2011 (15-week Semester)		September 6 - December 21
April 1–Sept 5		Registration for all admitted students
September 5	Monday	Labor Day—College CLOSED
September 6	Tuesday	First Day of Classes
September 6-12	Tuesday - Monday	Add/Drop
September 12	Monday	Last day to drop for full tuition refund
September 16	Friday	Last day to drop for one-half tuition refund
September 17	Saturday	Date of Record
November 11	Friday	Mid-Term Grades Due
November 24-27	Thursday - Sunday	Thanksgiving Break - College CLOSED
November 28	Monday	Classes resume
December 14	Wednesday	Last day to drop classes with “W” grade
December 21	Wednesday	Last Day of Classes
December 23	Friday	Final Grades Due
September 6	Tuesday	First Day of Classes
FIRST HALF SEMESTER		September 6 - October 26
September 6-12	Tuesday - Monday	Add/Drop
September 12	Monday	Last day to drop for full tuition refund
September 16	Friday	Last day to drop for half tuition refund
September 17	Saturday	Date of Record
October 26	Wednesday	Last Day of Classes for First Half Semester
LATE START SEMESTER		October 3 - December 21
October 3	Monday	First Day of Classes for Late Start Semester
October 10	Monday	Last day to drop a class for full tuition refund
October 13	Thursday	Last day to drop for one-half tuition refund
December 14	Wednesday	Last day to drop classes with “W” grade
December 21	Wednesday	Last Day of Classes for Late Start Semester
SECOND HALF SEMESTER		October 27 - December 21
October 27	Thursday	First Day of Classes for Second Half Semester
November 2	Wednesday	Last day to drop for Full tuition refund
November 7	Monday	Last day to drop for One-Half tuition refund
November 8	Tuesday	Date of Record
November 24-27	Thursday - Sunday	Thanksgiving Break - College CLOSED
November 28	Monday	Classes resume
December 21	Wednesday	Last Day of Classes for Second Half Semester

Schedules are subject to change.
Please check the MCC website for updates.

www.mcc.edu/3_academics/pc_academic_calendar.shtml