



Center for Student Success

**Academic Hall
A230
973-684-5524**

**Regular Hours:
Monday - Thursday
8:30 - 7:00
Friday
8:30 - 4:30
Saturday
8:30 - 12:30**

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My Two Cents: Financial Aid

Although financial aid for education goes as far back as the founding of colleges in America, the type of aid as we know it today began as a result of the launching of the Sputnik spacecraft in 1957 by the Soviet Union. America suddenly realized that its educational system was lagging behind that of the Soviets because they were in space before us. In order to catch up or surpass our Cold War adversary, the United States needed to make higher education available to more students. The reality was that intellectual ability was not necessarily the property of the wealthy.

Starting with the National Defense Act of 1958, the Economic Opportunity Act of 1964, and the Higher Education Act of 1965, financial

assistance became increasingly more available for American students seeking a college education. Since this period of legislative activity there have been numerous pieces of legislation designed and passed by Congress and signed by the President which have shaped financial aid into the form with which we are familiar today.

Without a doubt financial aid has been of great benefit to the United States because so many citizens have had the opportunity to fulfill their intellectual promise. Their contributions to the general welfare of the country are too numerous to even imagine. However, on the less than encouraging side, is the number of students who have not taken advantage of the opportunities that

financial aid presents. This is particularly true of the students who qualify for financial aid, receive it, register for classes, attend them for a short time and then cancel them, too often for reasons that could at best be classified as questionable. Every PCCC student receiving financial aid is assigned a Financial Aid counselor through the Office of Financial Aid. Please contact your financial aid counselor with any questions or concerns you may have.

**By James Gallagher,
Academic Advisement
Administrator**

Registration Information

**Visit the CSS in the Broadway Lobby on
Tues. March 29, Wed. March 30 and Fri. April 1st.**

Students with **3 or more college level credits must see a faculty member in the department of their academic major for advisement.** Stop by the table or the CSS for a list of faculty members by department and a copy of their office hours. Students can fill out a form to declare or change their major. The process is easy, so please stop by.

**Web Registration (for eligible students) begins: Monday, March 28th
Early Registration for Current Students begins: Monday, April 11th
Early Registration for all Students begins: Monday, April 18th**

From the Director's Desk

Dear Students,

Welcome back from your Spring Break. It's hard to believe that half the semester has passed already.

As you may have noticed, PCCC is growing, and enrollment is at an all-time high. To demonstrate the College's continuing support for the increasing number of students in attendance, including the programs and activities that support them, Passaic County Community College has hired a Dean of Student Affairs.

Please join us in welcoming

Dr. Sharon Goldstein, the Passaic County Community College Dean of Student Affairs.

Prior to becoming PCCC's Dean, Dr. Goldstein previously served as Associate Dean for Enrollment Management and Student Affairs and as Director of Civic Engagement and Government Relations at Bergen Community College. She also held numerous Student Affairs positions at Fairleigh Dickinson University.

Dean Goldstein holds a Doctorate in Education from Capella University, a Master's degree in Counseling, Leadership and Human Services from Montclair University,

and a Bachelor's degree in Sociology from St. Peter's College. Her office is currently located in the Center for Student Success.

Please feel free to stop by and say hello!

We wish Dean Goldstein and all of you a successful remainder of the semester!

Sincerely,

Adrienne

Adrienne Wolff,
Interim Director,
Center for Student Success



The Job Seeker



Searching for a job in this business environment is a very difficult task. The failure of the economy to grow and produce jobs is felt most dramatically by entry-level candidates seeking employment. Traditionally, businesses create jobs, and people at the lower end of the wage scale are the primary beneficiaries of this process. The current recession has stunted this cycle, which is showing higher unemployment for entry-level people. The first step in searching for a job is the creation of a resume that shows the student in his or her best light. There can not be an overemphasis on the importance of a good resume in searching for a job. In this recession, there are dozens of

applicants for every advertised opening. Firms are not going to interview dozens of applicants for their openings. Therefore the initial problem for an applicant seeking employment is to get through the clutter that the advertised openings will generate. Trying to obtain a job without a solid resume is nearly impossible. Years ago, the resume was not a requirement for entry level positions. Times have changed.

The resume does not get you the job, but it helps you go further in the hiring process. As a stranger, the paper helps employers get to begin to get to know who you are. There are several different styles of resumes, but common wisdom suggests they are well-written, brief and on point to the job at hand. In our next newsletter we will discuss further steps in the job searching /hiring process. For individual assistance with your resume contact the CSS.

Spring TRANSFER EVENTS 2011



Transfer Advising Groups

Would you like to know more about the transfer process? Attend a Transfer Advising Group session! The Transfer Advising Groups are held in the **Center for Student Success, A-230**. **No need to sign up in advance. For more information, call Liz Harrison, Student Development and Transfer Specialist at 973-684-5664.**

Friday, March 25, 10:30 am Saturday, March 26, 10:00 am Tuesday, April 5, 5:00 pm

Just have a quick question about your transfer application? Stop by the Center for Student Success on Mondays from 3:30-6:30pm, or Tuesdays from 12:30-3:00pm, ask to see the Transfer Specialist. If appropriate, you may be asked to schedule an appointment to discuss more detailed questions.

Transfer College Fair

Monday, April 4th 10:30am – 1:00pm AND 4:00-6:30 pm

In the Paterson Room, Academic Hall.

Everyone is encouraged to attend



The Comprehensive State-Wide Transfer Agreement: How It Applies to You

The State-wide Transfer Agreement was developed to ensure that your **completed** Associate of Arts (A.A.) or Associate of Science (A.S.) degree from a New Jersey community college is given the recognition it deserves when you transfer to a public four-year institution. The following summary highlights the key points of the agreement that you should be aware of as you prepare to transfer. A successful transfer takes planning and preparation. With some hard work, research, and an understanding of your academic goals you will be on your way to transfer as a junior to one of New Jersey's outstanding public four-year colleges and universities.

What you need to know...

- The **Associate of Arts** will transfer into a **Bachelor of Arts.**, and the **Associate of Science** into a **Bachelor of Science** as half of the credits required for the **basic** four-year degree (five-year programs will require transfers to complete all credits in excess of 60/64 credits as would native students)
- All **lower level General Education requirements** will be considered as satisfied unless there are major-specific pre-requisites that were not completed within your associate degree
- The four-year institution will identify upon your admission the remaining courses to be taken including any specific graduation requirements
- You should make every effort while enrolled at PCCC to satisfy any pre-requisite courses required by the four-year institution for your major. Use **NJTransfer** and **consult with the faculty in your major department**, or the PCCC Transfer Specialist, for advice when selecting courses
- **Grades of 'D' will only transfer if the four-year institution allows a native student to receive credit for a 'D' in the equivalent course in the same program**
- The Agreement **does not** guarantee admission to the four-year institution of choice. Admission requirements vary by institution, and many majors have a competitive admission process. **It is your responsibility to research and fulfill all admission requirements, and complete the application process at each institution you are considering**

Balancing Your College Schedule

Attending classes, studying, working a part-time job, participating in extracurricular activities, and finding time for friends, family and yourself can be a hard schedule for college students to balance. The following time management tips will help you stay balanced and stress-free.

Set Goals.

Determine exactly what you want to accomplish. This may be what you want to accomplish in a day, a week, a semester or even longer. What are your academic goals? Do you have any personal goals? By setting goals, you will be more inclined to follow through with them and accomplish your tasks.

Prioritize.

Once you know what needs to be accomplished, you must prioritize your tasks. This means figuring out which tasks are most important and which ones can be put on hold. Be sure to stay focused on the most important task before you move on to the next ones. To help you prioritize your tasks, you may want to number them in order of importance.

Organize.

Being organized will help you achieve your goals in a timely manner. You need to organize your tasks so you will know what needs to be accomplished and when they need to be accomplished. Create a weekly calendar that includes your schedule for classes, study time, social events, club meetings, exercise time, and any other time necessary to achieve your goals. Also, be sure to include assignment due dates in this calendar so you don't miss a deadline. Check your calendar weekly so you will develop a regular routine while learning how to manage your time.

Avoid Procrastination.

Procrastination is the main downfall of achieving time management skills. If you plan on doing an activity, stick to your schedule, don't put it off until tomorrow. Doing so will cause you to stress. By setting predetermined goals and prioritizing them, you will be less inclined to procrastinate.

Utilize Spare Minutes.

Do you ever find yourself aimlessly waiting on an activity to start or on someone to meet you? If so, you need to start using those minutes wisely. By accomplishing small tasks while you're waiting, you will find that you have extra time to complete those larger tasks when you actually start on them.

Know When You're Most Productive.

Everyone has a time period during the day when they are most productive. Maybe you get more tasks accomplished in the morning than the evening or vice versa. Use the times when you have the most energy to accomplish the tasks that are more demanding, such as schoolwork.

We all wish there were more hours in a day, but we must make the best use of the hours that we do have. By utilizing the above-mentioned steps, you will be on your way to achieving better time management skills and becoming an all-around better college student.

CAREER SERVICES

CAREER FAIR 2011
Thursday, April 7th
10:00am – 2:00pm
PCCC Gym

Making a Career Fair Work for You

With dozens of employers and hundreds of applicants...how do you create success at the Career Fair? How do you stand out in the crowd? How do you become one of the successful candidates? A little PREPARATION and PLANNING can set you apart from most of the attendees at a Career Fair. Here are five simple suggestions you can follow:

ATTEND

Plan to attend the PCCC Career Fair. You have the opportunity to meet a room full of potential employers on your college campus! At some point in your future, you will be looking for a job. Try the Career Fair. See what's there. This Fair is a great place to start to explore your options.

DRESS FOR AN INTERVIEW

Plan to wear something professional. Set yourself apart from the crowd by showing that you prepared to apply for a job by dressing appropriately for an interview.

BRING YOUR RESUME

Plan to bring 20 copies of your well-written, error-free resume. If you don't yet have a resume, try creating one using <https://pccc.optimalresume.com/>, or take advantage of the Drop-In Hours listed below.

INTRODUCE YOURSELF

Prepare a statement you can use to introduce yourself to company representatives. Provide them with some basic information on what you are hoping to accomplish at the event. Include your major, whether you are looking for full time/ part time or summer employment, either for now or after graduation.

BE POSITIVE & PROFESSIONAL

Confidence and a smile can make you stand out as a candidate!

Keeping these five tips in mind, your preparation and planning can help you present yourself as a qualified candidate to potential employers.

Career Services will be offering extended drop-in hours to assist students with resumes, related questions and preparation for the Career Fair.

Drop-In Hours are:

Center for Student Success, Room A230, Phone 973.684.5524

Mondays & Tuesdays from 9:30am – 11:30am

Wednesdays & Thursdays from 4:30pm – 6:00pm

Saturdays from 9:00am – 11:00am

Other times available by appointment, or email careerservices@pccc.edu.

SERVICIOS DE CARRERA

FERIA DE TRABAJO 2011

Jueves, Abril 7th

10:00am – 2:00pm

Hága que la Feria de Trabajo funcione para ti

Con docenas de empleadores y cientos de candidatos ... ¿cómo puede ser exitoso en una Feria de Trabajo? ¿Cómo puede destacarse entre los demás candidatos? ¿Cómo te conviertes en uno de los candidatos? Un poco de preparación y planificación pueden separarte de la mayoría de los que asistirán a la feria de trabajo. He aquí cinco sugerencias simples que usted puede seguir:

1. ASISTIR

Planee asistir a la Feria de Trabajo que ofrece PCCC. Usted tiene la oportunidad de explorar una sala llena de posibles empleadores en el campus de la universidad! En algún momento de su futuro, usted buscará un trabajo. Pruebe la Feria de Trabajo. Vea lo que está allí. Esta Feria es un gran lugar para comenzar a explorar sus opciones.

2. VESTIR PARA UNA ENTREVISTA

Planee usar algo profesional. Marque la diferencia entre la multitud, demostrando que usted se dispuso a aplicar para un trabajo al vestirse apropiadamente para una entrevista.

3. TRAER SU HOJA DE VIDA (RESUME)

Planee llevar 20 copias de su Hoja de vida o Resume bien escrito, revisado y libre de errores. Si usted todavía no tiene una hoja de vida o Resume, intente crear una utilizando <https://pccc.optimalresume.com/> o aprovechar las horas de oficina que se indican a continuación.

4. PRESENTESE ASI MISMO

Preparar una declaración que pueda utilizar para presentarse a los representantes de las empresas. Proporcionarles información básica sobre lo que usted espera lograr en el evento. Incluya su motivo principal, si usted está buscando trabajo a tiempo completo / tiempo parcial, trabajo de verano, o trabajo para después de la graduación.

5. SEA POSITIVO & PROFESIONAL

La confianza y una sonrisa pueden hacer que lo destaque de entre los demás candidatos!

Mantener estos cinco consejos en mente, su preparación y planificación, usted puede presentarse como un candidato calificado a los potenciales empleadores.

Servicio de Carreras Profesionales ofrece horas extendidas para asistir a los estudiantes con hojas de vida, preguntas y dudas relacionadas con la preparación de la Feria de Trabajo.

Horarios de Oficina:

Center for Student Success, Salon A230, Tel. 973.684.5524

Lunes & Martes de 9:30am – 11:30am

Miercoles & Jueves de 4:30pm – 6:00pm

Sabados de 9:00am – 11:00am

Otras veces, con cita previa, o por correo electrónico careerservices@pccc.edu

Desde la Oficina del Director

Estimados estudiantes,

Bienvenidos de sus vacaciones de primavera. Es difícil de creer que ya ha pasado la mitad del semestre.

Como te habrás dado cuenta, PCCC está creciendo, y la inscripción se encuentra en el punto más alto de todos los tiempos. Para demostrar el continuo apoyo de la Escuela para el creciente número de estudiantes en la asistencia, incluyendo los programas y actividades de apoyo, Passaic County Community College ha contratado a un Decano de Asuntos Estudiantiles. (Dean of Student Affairs)

Por favor, únase a nosotros a darle la bienvenida a la Dra. Sharon Goldstein, Decano de Asuntos Estudiantiles en Passaic County

Community College.

Antes de convertirse en decano de PCCC, la Dra. Goldstein anteriormente se desempeñó como Decano Asociada para la inscripción de Administración y Asuntos Estudiantiles y como Directora de Participación ciudadana y relaciones gubernamentales en Bergen Community College. También ocupó diversos puestos de asuntos estudiantiles en la Universidad Fairleigh Dickinson.

La Dra. Goldstein tiene un doctorado en Educación de la Universidad de Capella, una maestría en Consejería, Liderazgo y Servicios Humanos de la Universidad de Monclair, y una licenciatura en Sociología de la Universidad de St. Peter. Su oficina está ubicada en el Centro para el Éxito Estudiantil (Center for Students

Success). Por favor, no dude en pasar por aquí y decir hola!

Le deseamos a la Dra. Goldstein y a todos ustedes un exitoso semestre!

Atentamente,

Adrienne

Adriana Wolff,
Director Interino,
Centro para el Éxito Estudiantil



Green Education: Environmental Science Option

This degree is for those students who desire a concentration in environmental science, ecology, geology and who plan to transfer to a four-year institution. For ease of transfer, the curriculum is based in the liberal arts allowing students to complete general education requirements. It is designed to fit the curricula of science programs at other colleges.

Graduates will be able to:

Demonstrate understanding of the basic laws and theories.

Apply the scientific method to problem solving.

Apply mathematical skills and reasoning to problem solving.

Perform scientific investigations while properly utilizing laboratory equipment and instruments in a safe and effective manner.

Analyze experimental data based on recording observations and collecting data.

Write lab and class reports using scientific terminology.

Apply scientific theories and concepts to environmental problems.

Transfer to a Baccalaureate program.

For further information regarding degree requirements and course information please contact:

Prof. Martin Baranowski at mbaranowski@pccc.edu OR Prof. Kayla Mayur at kmayur@pccc.edu

Probation Information

PROBATION IS A STATUS YOU WANT TO AVOID! Students are placed on probation when their GPA (Grade Point Average) falls below the acceptable level for the number of credit hours attempted. During the probationary semester, students can only register for a **maximum** of 9 credits. If their GPA has not increased to satisfactory status after two semesters on academic probation, they may be suspended from the college for one semester.

According to PCCC's Academic Bulletin, students on academic probation cannot hold office, participate in intercollegiate functions or be public representatives of the college. The following are a few simple tips to help students avoid academic probation,

- Keep the lines of communication open, develop a rapport with your professor and ask for help when needed.
- Manage your time appropriately, designate a specific time and place to study and complete homework assignments.
- Pay attention to the deadlines for Add/Drop dates, and never stop attending a class or classes without going through the appropriate withdrawal process. **Withdrawal will not affect your GPA, but an "F" will.**
- Know who your counselor is and make an appointment at the front desk of the **Center for Student Success** when you need advisement. Remember... **PROBATION IS A STATUS YOU WANT TO AVOID!**

Web Registration



FAQ's

Why do I have to register on the web?

Web Registration is offered as a benefit to eligible PCCC students. The earlier you register, the more likely you are to be able to choose the class you need to take on the day, and at the time that it is best for you. Although you do not have to register on the web, any student who is eligible should do so.

What's my User ID?

"Click on "What's My ID?" on the left side of the menu. Enter your last name and social security number or student ID. Click "**Submit**" Your login ID or Colleague ID will be displayed on the new screen.

How do I get to MY PCCC ACCOUNT?

Open your internet browser and go to the PCCC homepage: www.pccc.edu. Click on "MY PCCC ACCOUNT" to bring up the portal's home page.

How can I reset my password?

Go to the PCCC main page, click on MY PCCC ACCOUNT and look for "HELP DESK" which is located at the left side of the screen. You will find assigned representatives who will assist you.

I am eligible to register on the web but it is asking me for pre-requisites?

Review the course description in the PCCC bulletin on reference to pre-requisites of the class you would like to register. Otherwise, you may go to the Center for Student Success for further assistance.

How can I drop a class or change my schedule on the web?

To drop classes you need to log in to MY PCCC ACCOUNT, click on the "WEB ADVISOR" tab, near the top of the screen, and click on Registrar/Drop Sections on the left side of your screen. Once your schedule appears, click the Drop box next to the class you want to drop. Then, click on

the Submit button near the bottom of the page. If your drop was successful, you will see a confirmation under Registration Results.

How can I view my grades?

Once you have logged in to My PCCC Account, click on the "WEB ADVISOR" tab near the top of the screen, click on "Grades for Term", select the appropriate term (example: Fall or Spring), and click "Submit" and View or Print.

I am eligible to register on the web but can I see a counselor to register me?

If you were eligible to register on the web, a counselor would see you for Academic Advisement, but not REGISTRATION. You should register on the web using your login ID. If you have another issue to resolve you can see a counselor or an adviser.