September 2014 E-Newsletter

Welcome to the start of the 2014-2015 school year! Congratulations on choosing to get a jump-start on your education! You, my friend, show great dedication! As we begin this semester, please remember your success in this program depends on you. Don’t let yourself down! If you need any help, your Dual Credit Advisor is there to assist you.

Over the summer we hosted Dual Credit Orientations for students new to the program. If you were not able to attend one of these sessions, please visit the link below to view the PowerPoint presentation:
www.alvincollege.edu/dualcredit.

At this point you should be more familiar with your dual credit class(es) and instructors. Please make sure that you have the materials needed to be successful. If you still need to purchase your book, you can get that done by visiting the College Bookstore online at http://www.alvinccstore.com.

NEW-Copies of your college textbooks have been placed on reserve in your high school library. These books cannot be checked out but are available as a resource.

It is important for you to check your email and keep your email address current. If you need to make a change to your email address, stop by my office to pick up a Student Data Change Form or just simply log onto your WebACCESS Account and make the change.

Each month, students will be emailed with important updates, registration dates and more! It is important for you to check your email and keep your email address current. If you need to make a change to your email address, stop by your Dual Credit Advisor’s office to pick up a Student Data Change Form or just simply log onto your WebACCESS Account and make the change.

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Important Information:

**GRADES:**
Students, you must review your college instructor’s grading policy as outlined in your syllabus. Doing this will assist you with keeping track of your progress.

Your first progress report may not have included a college grade. You may have a NG or INC. It is very normal to not have a graded college assignment within the first three weeks of class. Do not be alarmed.

College grades are recorded in BlackBoard (if applicable) and end of course grades are recorded in WebACCESS. Students should maintain records of their grades according to the grading scale provided on the syllabus. It is possible that your high school and college grade is different.

**Do You Want Credit for Your Summer Courses?**
If you took a college course(s) in the summer of 2014, it is likely you’ll want high school credit for those college courses as well. To obtain this credit, please visit with your ACC Dual Credit Advisor to learn how get that credit on your high school transcript.
ACADEMIC DISHONESTY/PLAGIARISM:
Academic dishonesty is any form of cheating and/or plagiarism which result in students giving or receiving unauthorized assistance in an academic exercise or receiving credit for work which is not their own. If you are caught cheating or plagiarizing you will probably receive an F for the course!!!

Below are just a few examples of plagiarism and cheating:
Using the ideas and or words of another person without giving that person the appropriate credit.
Representing another person’s scholarly work as your own (i.e. musical compositions, writings, computer programs, etc....).
Submitting a paper purchased from a research paper service, including but not limited to the internet.
Using undocumented Web source(s).
Allowing a student to copy from your paper.
Giving your homework, term paper, or other body of work to another student to plagiarize.

WITHDRAWING/DROPPING A CLASS
The withdrawal deadline for the fall semester is November 17, 2014
Dropping a Dual Credit course is a three-step process:

The student must:
1) Speak with your Dual Credit Instructor to discuss the issue.
2) Meet with the High School Counselor to secure a placement in another course.
3) Meet with the ACC advisor to complete the college course withdrawal.

WARNING!
Withdrawing from Dual Credit courses may affect high school graduation. A student who does not officially withdraw will be considered enrolled which will result in receiving a failing grade for the course. That grade becomes part of the student’s official college transcript.

AVAILABLE RESOURCES

BLACKBOARD:
Every MyBlackboard course is unique. For example, some instructors use MyBlackboard to supplement a course taught in a regular classroom environment and may only add a couple of key tools to MyBlackboard. Alternatively, a course may be taught entirely online using a multitude of tools and content may be added to your MyBlackboard course. The choice is yours as to how extensively you utilize the system.
*** Your user name AND password are both the same as your Web Access username. There is a link on the log in page to search for this information if you do not know it.

WEBACCESS:
WebAccess is a very important tool for students to do the following:
Review grades
Request transcripts
Review registered class schedule (course registration)
Update email/address/phone number information
Request Enrollment Verification, and more!!!!
If you have not setup your WebAccess Account or need help with BlackBoard, contact the ACC IT Help Desk at 281-756-3544.

ACC LEARNING LAB:
The Learning Lab is an open-concept learning center that provides a variety of tutoring and other important services.

The lab is located on the ACC Campus, second floor of Building A, adjacent to the Library. Contact 281.756.3556 for assistance or visit them at http://www.alvincollege.edu/TutoringLearningLab.aspx to learn more.
ACC LIBRARY:
The library is located on the second floor of Building A. The automated catalog, Internet, and subscription databases require log-on passwords. Materials not housed in the library are available through Interlibrary Loan or Document Delivery. Students must show a valid student ID card to borrow materials, use the computers, or receive the off-site log-on passwords. Visit the ACC Library on-line at www.alvincollege.edu/current/library.cfm, or by phone 281-756-3559.

ACC STUDENT ID CARD:
Students may obtain their Alvin Community College Student ID cards in the college Library. ID cards are required to access many student services, including PC labs, Fitness Center and Learning Lab. Students are required to present a copy of their fee statement showing payment for the current semester. If you don’t have a copy of your statement, you can log onto your WebAccess Account and print a copy.

@alvindualcredit

Alvin Community College Dual Credit Department•www.alvincollege.edu/dualcredit•dualcredit@alvincollege.edu