

# Student Services



## Office of Admissions and Academic Advising

The first step in a person's collegiate career is going through the admissions and advising process. The staff in the Office of Admissions and Academic Advising works to ensure that this first step is thorough and that areas of concern are addressed. All first-time in college students are required to meet with a counselor or academic advisor prior to their first registration. Once admitted, students are encouraged to maintain contact with the college counselors and advisors. Academic advising services provided include:

- Assistance for undecided students in selecting a program of study
- Interpretation of TSI or approved placement test scores
- Assistance with the registration process
- Assistance with course selection
- Transfer information for those who plan to attend another institution of higher education
- Orientation to college services and resources
- Assistance with the career planning process
- Assistance with college study skills

## Counseling Services

The Office of Admissions, Academic Advising and Testing employs counselors who can assist students with issues that may impact academic success. Consultation and referrals are kept confidential. An exception to confidentiality is if there is evidence of danger to oneself or others then the proper authorities will be notified. Texas state law requires that Licensed Professional Counselors report abuse or neglect of a child, elder or a disabled person to the appropriate state agency.

Other counseling services include referrals to community resources, academic and disability counseling and advising, career counseling, career assessments, crisis intervention, short-term personal counseling, and study skill training and enhancement.

Because the College strongly believes that the abuse of alcohol and drugs affects a person's ability to meet educational goals, the College offers a program of drug education/prevention for the benefit of students and staff.

## Career Services

A variety of services and formats are available which utilize a process of self-assessment (testing), career exploration and information gathering. In targeting a specific goal, individuals can explore career preparation, possible routes of training and gaining education, attainment of marketable skills and career management. Individuals who need to decide or clarify a major, and individuals who need to identify new job possibilities, are highly encouraged to make use of this service.

The Career Planning Program can help define and explore career options which are compatible with an individual's personal goals, abilities, and interests. It includes two online assessments you can do at home. Completion of a workbook and individual career counseling sessions are required to develop an action plan. For

more information about this program contact the Academic Advising and Testing Office.

### Other Career Services

- Advisors and Counselors can assist individuals in making the transition from college to career using a variety of resources.
- Choices is a career planning program which includes an interest inventory, descriptions of occupations, labor market information, financial aid information and more.
- Typefocus is a personality typing program which matches results to occupations.
- Workshops are available for resume and cover letter writing, interview preparation and tapping the hidden job market.

## Job Placement

### Job Fairs and Career Events

The Career Services staff coordinates job fairs and career expos. For more information about these events call 281-756-3560 or 281-756-3534. Information regarding upcoming job fairs and career expos are posted on the two bulletin boards located in buildings A and G at Alvin Community College and in the college's employment database, JobLink.

### JobLink - Job Database

Students and alumni of all college and continuing education programs can register and access an online job database, JobLink. This is a free service and is accessible 24/7. Local, regional, national employers and college departments register and post jobs daily seeking to fill part-time, full-time, internship, work-study and temporary positions. Access to JobLink will require a resume within two weeks. Many of these employment opportunities are related to degree plans offered at Alvin Community College. Registered students and alumni have the ability to post multiple resumes and cover letters for employers to view, search jobs, send online inquiries, locate job fair information, and receive employment bulletins. To access JobLink go to [www.alvincollege.edu](http://www.alvincollege.edu) and click on Current Students, click on Career Planning and Job Placement Services, and then Student/Alumni services. For questions or assistance regarding JobLink call 281-756-3560.

Alvin Community College makes no particular recommendations or guarantees regarding employers or employees. We are acting as a referral service only. Thus, we are unable to research each organization or person that posts a job with the college.

### Employers Services

Employers may list their current job openings in the college employment database, JobLink. Access to JobLink is located on the Alvin Community college webpage. There is no fee for this service. To post a job go to [www.alvincollege.edu](http://www.alvincollege.edu) click on Community, click on Career Services and Employers Services. Once a job posting is approved by Career Services, students and alumni will have access

to the information about the company and their current employment opportunities. If a student or graduate chooses, registered employers can print out their resumes or contact Career Services for a packet of resumes. Other employer services include job fairs and career expos and on-campus recruitment by appointment. For information about job fairs and career expos contact 281-756-3560. All jobs posted in JobLink are approved and viewed by compliance with federal laws enforced by the U.S. Equal Employment Opportunity (EEO) Commission.

## New Student Orientation Requirements

The Office of Admissions and Academic Advising coordinates New Student Orientation. Students who are attending college for the first time, as well as those who are new to ACC, will benefit from the information presented in this program. **Orientation is required for all first time college students.** Orientation must be completed during the first semester of attendance. Orientation may be completed through either of the following formats:

- Web based program found on the college home page
- Attend New Student Orientation held prior to the beginning of the fall and spring terms

## Psyc 1300 - Learning Strategies Requirement

Students who score at the developmental level on all three sections of the placement exam (Accuplacer, THEA, Compass, or Asset) are required to enroll in PSYC 1300 during their first semester of attendance. A grade of C must be earned to satisfy this requirement. If a C is not earned, the student must retake the course.

Learning Strategies teaches students how learning takes place and provides opportunities to practice various learning and study strategies. Students will be able to identify their own strengths and weaknesses and apply the skills that are taught to maximize their success in college.

## Honors Program

The Alvin Community College Honors Program offers highly motivated, academically exceptional students the opportunity to enrich their intellectual experience by exploring subject areas in greater depth. In exchange for accepting additional responsibility, students receive greater individual attention from their instructors and a high level of intellectual stimulation. Students who qualify for the program may choose from the following courses:

BIOL	1406-1407
ENGL	1301-1302
GEOL	1403-1404
GOVT	2301-2302
HIST	1301-1302
MATH	2413-2414
PHYS	1401-1402
PSYC	2301

Honors Credit may be received for additional classes if approval is granted by both the course instructor and the Honors Committee. Admission to the Honors Program is available to full and part time students who meet at least two of the following criteria:

- ACT composite score of 26 or higher
- SAT combined score of 1100 or higher

- Graduated in top 10% of high school class
- GPA of 3.5 or higher on a minimum of 12 semester hours excluding developmental courses
- Recommendation(s) from ACC instructor(s)
- Individual approval based on personal interview with the Honors Committee

To earn Honors Program Graduate status, a student must have at least a 3.0 grade point average on all college-level courses, including all attempts of repeated courses, must complete a minimum of 12 semester hours of honors courses, and must earn a grade of B or higher in all honors courses taken. For more information, call 281-756-3736.

## SMART START PROGRAM - College Enrollment for High School Students

The Smart Start Program is designed for high school students who want to get a head start on their college program. In many cases, students may receive dual credit. Dual credit allows students to earn both high school and college credit for the college course.

### Steps to Enroll:

1. Meet with a H.S.counselor to determine eligibility for the Dual Credit Program.
2. Take a TSI approved exam or be exempt from TSI requirements.
3. Obtain a passing score on an approved exam in the subject or area related to the college-level course to be taken.
4. Complete the Early Admission contract, available from high school counselors.
5. Complete the ACC Admission Application.
6. Provide an official high school transcript.
7. Meet with an academic advisor.
8. Students less than Junior year standing must obtain the approval of ACC's Dean of Academic Programs.
9. Register for college classes.

Students are restricted to six semester hours in the fall and spring and 14 in the combined summer terms. Students requesting enrollment in more than two courses in the fall or spring semesters must attain the approval of the high school principal and ACC's Dean of ROTC Reserve Officer Training Corp

## Dual Degree Program

To help students get a jump start on a college education, Alvin Independent School District and Alvin Community College will offer qualified students the opportunity to earn a high school diploma and an Associate of Arts degree at the same time. Participating students will be able to enter a Texas state supported university as a college junior. The Dual Degree Program is a rigorous program that will require extra time and dedication to academic study. Interested students should contact their high school counselor or Alvin Community College, Office of Admissions and Academic Advising (281/756-3531). Information is also available at [www.alvincollege.edu](http://www.alvincollege.edu) or [www.alvinisd.net](http://www.alvinisd.net)

## Services for Students with Disabilities

Alvin Community College complies with the ADA and Section 504 of the Rehabilitation Act by making reasonable accommodations for qualified students with disabilities. Students requesting accommodations due to a qualifying disability should make an appointment with the ADA Counselor at least 60 days prior to the beginning of the semester. Services provided are based on fundamental limitations reported in documentation.

Resources regarding transition, documentation guidelines and ODS forms can be found on the Alvin Community College web site under the Office of Disability Services.

Information and assistance is available by calling 281-756-3531, TTY 281-756-3845 or e-mailing ODS@alvincollege.edu.

## Department of Assistive and Rehabilitative Services and Texas Commission for the Blind

Students with disabilities which constitute a substantial barrier to employment may qualify for vocational rehabilitation services. The Department of Assistive and Rehabilitative Services (DARS) and the DARS - Blind Division provide tuition assistance, diagnostic testing and counseling for eligible individuals. Prospective DARS students should contact the nearest DARS office at least six weeks prior to college registration to discuss eligibility and vocational objectives. Call first to set up an appointment. For phone numbers, call the Office of Admissions and Academic Advising at 281-756-3531. For contact information go to the ACC website which links to these agencies.

## Upward Bound Program

Upward Bound is a year-round federally funded program that provides college preparation skills to highly motivated students in grades 9-11. Students selected for the program receive tutoring, financial aid information, ACT/SAT preparation, study skills, exposure to college and university life and a summer activity program. Participant selection is based on many factors such as family income, teacher recommendations, test scores, grades and personal interviews. Contact the Upward Bound Program Director for details, 281-756-3849.

## Financial Aid

The student financial aid program at Alvin Community College provides financial assistance to students who otherwise would be unable to attend college. Although the College constantly seeks additional support for student loans, scholarships and grants, funds are limited in some of these areas.

Financial aid is awarded in the form of grants, scholarships, loans and jobs according to financial need, academic grades, and academic load. A student's personal and family resources are considered in determining the student's financial need.

Students who apply for financial aid must:

- complete the Free Application for Federal Student Aid (FAFSA) online at [www.FAFSA.com](http://www.FAFSA.com)

- complete all requirements for admission to the College, including providing academic transcripts from previous colleges attended;
- choose a major (degree or certificate);
- complete the college's application for financial aid and provide financial aid transcripts from previous colleges attended; and

Students must apply for financial aid online and submit a new application for re-evaluation each year. Application should be made as soon as family income tax information is available and as early in the year as possible. Deadlines are published in class schedules. Application forms and additional information are available in the Enrollment Services Center. All information provided to this office remains confidential.

The Financial Aid Office will determine if a student's academic progress has preserved his eligibility for financial assistance. In addition, financial aid recipients who need developmental courses must also be enrolled in at least one college level course.

All tuition and fees must be paid in full before a student may attend classes. Therefore, if a student's financial aid is not available when tuition payment is due, the student is personally responsible for tuition and fees. Thus, students needing financial assistance should apply to the Financial Aid Office early in order to satisfy deadlines.

## Federal Assistance Programs

**Federal Pell Grant:** This grant makes funds available to eligible undergraduate students who are enrolled at least half-time. All students who desire to participate in this program must submit an application. Students will receive a Student Aid Report (SAR) which must be submitted to the Financial Aid Office for consideration for Pell and other types of aid.

**Federal Supplemental Educational Opportunity Grants:** Supplemental Educational Opportunity Grants are awarded to students with financial need. Although these funds are limited, students applying for the Federal Pell Grant will automatically be considered for this program.

**Federal Work-Study Program:** This program provides on-campus employment for students who qualify on the basis of financial need. To be considered for employment under this program, the student must first apply for the Pell Grant, be enrolled at least half-time, and show a need for the earnings to pay for college expenses.

**Federal Family Education Loan Program:** This loan program permits students to obtain low-interest loans from private lending agencies. The process is begun by applying for a Pell Grant. Eligibility requirements include, but are not limited to, need. If a student is otherwise eligible, the Financial Aid Officer can certify the loan application. These loans are normally made through banks, credit unions, or savings and loan associations who participate in the program.

### Return of Federal Title IV Funds:

Alvin Community College returns unearned funds received from Federal student assistance programs to the proper program accounts or lenders in accordance with Federal Title IV student assistance

regulations, as amended, under 34CFR, section 668.22 (d) of the Reauthorization of the Higher Education Act of 1965, with rules of the Texas Higher Education Coordination Board, and with board policies.

The student receiving assistance from Federal Title IV programs is required to complete a minimum number of hours for which assistance was received. If the student completely withdraws from school during the semester, or quits attending, but fails to officially withdraw, the student may be required to return the unearned part of the funds which were received to help pay educational expenses for the semester. Liability for return of Federal Title IV funds will be determined according to the following guidelines:

1. If the student remains enrolled and attends class beyond the 60% mark of the semester in which aid is received, all federal aid is considered earned and not subject to this policy.
2. If the student completely withdraws from all classes before completing 60% of the semester, a pro-rated portion of the federal aid received must be returned to the federal aid programs equal to the percentage of the semester remaining.
3. If the student does not officially withdraw classes, and stops attending all classes, a prorated portion of the federal aid received, based on the documented last date of attendance, must be returned to the federal aid programs. If the college is unable to document the last date of attendance, one-half of all federal aid received during the semester must be returned to the federal aid programs.
4. If the student fails to earn a passing grade in any of their classes.

Return of Federal Title IV funds will be distributed according to statutory regulations. Worksheets provided by the U.S. Department of Education will be used to determine the amounts and order of return. If a student's share of the return amount exists, the student will be notified and allowed 45 days from the date of determination to return the funds to the Business Office of the college for deposit into the federal programs accounts. If the student does not return the amount owed within the 45 day period, the amount of overpayment will be reported to the U.S. Department of Education (USDE) via the National Student Loan Database (NSLDS) and the student will be referred to the USDE for resolution of the debt.

## Federal Satisfactory Progress Guidelines

Federal regulations require standards of satisfactory progress for students who receive federal funds. NOTE: Even if a student has not yet applied for financial aid or has applied but is not receiving aid, these regulations will affect the student's future eligibility for aid. Standards of satisfactory progress require (1) qualitative and (2) quantitative measures and must include (3) the "maximum time frame" in which students must complete their certificate or degree program. Students must meet all three standards defined below to maintain their financial aid at Alvin Community College.

1. **Qualitative Standard**
  - a. Students awarded for 12 semester hours must pass at

least 9 hours with at least a 2.0 grade point average (GPA).

- b. Students awarded for 6, 7, 8, 9, 10, or 11 semester hours must pass at least 6 hours with at least a 2.0 GPA.
- c. Students making a ZERO GPA will automatically be placed on financial aid suspension.

After students have completed two years of studies, they must maintain a cumulative GPA of 2.0 or better. As long as the cumulative GPA is 2.0 or better, the semester GPA may be less than 2.0 but may not be a ZERO GPA. Two years is defined as a total of four fall or spring semesters.

### 2. Quantitative Standard

Students must successfully complete (see 1 above) at least 6 semester hours each semester of enrollment. This standard must be met even if no financial aid funds are used to pay for the tuition and fees. For financial aid purposes, Summer 1 and Summer 2 sessions combined are considered one semester. Therefore, students may take six semester hours in Summer 1, or six semester hours in Summer 2, or three semester hours in each session and satisfy the Quantitative Standard.

### 3. "Maximum Time Frame" Standard

Students must complete their certificate or degree by attempting no more than 150% of the semester hours required for that certificate or degree. Example: If a student is working toward an associate degree which requires 66 semester hours; he/she must complete all requirements for the degree in 99 attempted semester hours or less. Incompletes, withdrawals/drops, repeated and developmental courses, and all transfer credits will be counted in calculating the number of attempted semester hours.

For more information about federal satisfactory progress standards or to obtain a copy, contact The Financial Aid Office.

## State Assistance Programs

**Texas Public Education Grants:** State legislation has made grant funds available to students with financial need. Although these funds are limited, students applying for other financial aid will automatically be considered for this program.

**State Student Incentive Grant:** All eligible students may be considered for this grant program, which is based on financial need. Although these funds are limited, students applying for other financial aid will automatically be considered for this program.

**Hazlewood Act:** The Hazlewood Act is an act of Texas legislation. It provides exemption of payment for tuition and certain fees for Texas veterans at state-supported colleges and universities who present proof of the following:

1. residency in Texas at the time of entry into the military,
2. receipt of an honorable or under honorable conditions discharge,
3. service time of 180 days of active duty (excluding training time), and
4. residency in Texas for a minimum of 12 months prior to college registration.

Effective with the Fall 1995 semester, eligible veterans are limited to 150 attempted semester credit hours of eligibility using the Hazlewood benefit. Eligibility is determined from an original or certified copy of the veteran's DD214. Veterans who have been discharged within the past ten years must also present a letter from the Department of Veteran's Affairs stating that the veteran is not eligible to receive benefits under the Montgomery GI Bill.

Application for Hazlewood benefits is made through the Registrar's Office. Applicants should begin the application process at least two months prior to registration to establish eligibility. Hazlewood students must obtain a Tuition Exemption Form from the Registrar's Office before the census date of each semester to receive benefits. Census dates are published in class schedules. Students in default on an educational loan are not eligible to receive the Hazlewood exemption.

## Other Assistance Programs

**Workforce Investment Act of 1998:** The Houston-Galveston Area Council, through the WorkSource in the Gulf Coast area, provides tuition, fees, books, career counseling, and other services related to employment. To determine eligibility, individuals should contact the nearest WorkSource office. Phone numbers for the WorkSource may be obtained by calling 281/585-3303.

**Athletic Grants-in-Aid:** For information on athletic grants-in-aid, contact the Athletic Director.

**Departmental Academic Scholarships:** These competitive scholarships are provided to qualified students in:

- Art
- Business Administration
- Business Technology
- Cardiovascular
- Child Development/Early Childhood
- Communications
- Computer Science
- Court Reporting
- Criminal Justice
- Drafting Technology
- English
- Foreign Languages
- Law Enforcement
- Math
- Management Development
- Mental Health
- Music
- Nursing-ADN
- Paralegal
- Process Technology
- Respiratory Care
- Social Science
- Science
- Vocational Nursing

Interested students should contact the chairperson of the appropriate department. For information about additional scholarships contact the Financial Aid Office or go to the college website [www.alvincollege.edu](http://www.alvincollege.edu).

## Veterans Administration Benefits

Alvin Community College has been approved for VA educational training. Prospective students who are veterans or eligible veterans' dependents should contact either the VA Regional Office or the Veterans Benefits Counselor in the ACC Office of Admissions and Academic Advising for applications and information. Students are encouraged to apply for benefits online at [www.gibill.va.gov](http://www.gibill.va.gov). VA recipients are expected to comply with standards of academic progress listed below. VA certification is not an automatic process; veterans must request certification each semester.

### Standards Of Academic Progress For Students Receiving VA Benefits

**Satisfactory Progress:** Maintaining a cumulative grade-point average (CGPA) of 2.0

#### Associate Degree and Certificate Students:

**Probation:** Failure to achieve a CGPA of 2.0 results in the student being placed on "first probation" the next semester. First Probation students who achieve a 2.0 GPA for their first semester on probation, but do not achieve a CGPA of 2.0 are placed on "second probation". Students will remain on "second probation" for the following semesters as long as the semester GPA remains above a 2.0 and the student does not receive punitive grades (F), or until the CGPA is raised to a 2.0 or higher.

**Unsatisfactory Progress:** If a student that is on "second probation" has a semester GPA that falls below 2.0, or if they receive a punitive grade, their VA benefits will be suspended. Students that are on VA suspension are not certified for VA benefits.

#### Reinstatement of VA Education Benefits:

Students under VA suspension may choose to continue taking courses without being certified for VA benefits. Students that successfully complete a semester enrolled in at least 1/2 time status with a 2.0 or higher semester GPA, with no punitive grades earned may have their VA benefits reinstated.

#### Transfer and Returning Students:

VA students that transfer to ACC under academic suspension or probation at the last school they attended are admitted under the terms of "first probation" (see above). Returning or Transfer students may seek written approval from the Dean of Student Services to exclude credits taken prior to enlistment in military service from being considered in the CGPA requirements for satisfactory progress for VA certification purposes only. These students are required to meet the "Satisfactory Progress" guidelines as explained above, starting the first semester they enroll in ACC after completing their required military service.

## Learning Lab

The Learning Lab is located on the second floor of building A, the Learning Resources Center. The Learning Lab is an open-concept learning center that serves ACC students and community patrons. Its purpose is to provide academic assistance for students in a relaxed, informal environment. Math tutoring is provided for developmental math classes through calculus classes. Lab services include

developmental classes to better prepare students for their chosen programs, individual tutoring, tape player/recorders/copiers and computer usage and printing, including internet service. The Learning Lab also serves as a testing facility for TBA and other distance education classes.

## Academic Enhancement Center

The Academic Enhancement Center (AEC) is located in the Learning Lab, office A210. This center is the central office for developmental education at ACC. The AEC offers a variety of academic support services such as tutoring in English, and Reading, and designing Customized Study Plans for students enrolled in developmental classes. The Learning Lab/AEC hours are available each semester in the Learning Lab, A232.

## Library

The library is located on the second floor of Building A. The automated catalog, the Internet, and subscription databases are accessible from anywhere the Internet is available. Off-campus access of the databases requires login access, which is obtained from the library. The library's mission is to support the ACC curriculum with additional research materials and to provide personal enrichment materials. The library has over 25,000 books, 200 current periodical subscriptions, videotapes, a scanner, and a coin-operated photocopier. Computer print jobs are sent to the central server with coin-operated print control software. Printing is done at the cost of ten cents per page. Study rooms are available for individual and group study as well as viewing course dvd's and videos. 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 or use the computers. A classroom is available in the library where PowerPoint and Internet instruction is offered to any individual or groups of students. Laptops are available for a one week check out. Contact the Library for more information. **Wireless Internet access is available in the library and throughout the campus.** See an assistant in the Cyber-Student Computer Lab to register for this service.

ACC belongs to Texshare, a statewide system allowing reciprocal borrowing privileges at all participating college and university libraries in Texas. Through Texshare the college has access to over 70 content and periodical databases enabling patrons to access the full contents of thousands of magazine articles. Articles can be ordered from other libraries and sent to the ACC library. The inter-library loan program allows library patrons to borrow books from other libraries.

Internet or bibliographic instruction is provided to patrons in the college's electronically equipped multi-media classroom. Powerpoint assistance is given to interested groups to aid them in their class presentations.

Students are responsible for clearing their library records before the end of each semester. Failure to do so will result in the student's records being placed on hold. Official transcripts will not be released or registration allowed until the hold is cleared in the library.

## Campus Services

### CAFETERIA - CAMPUS CAFÉ

The Campus Café, located in the Student Center, offers a grill, cold food and snacks, a salad bar and beverages. It is open each class day, breakfast through lunch.

### CHILD DEVELOPMENT LABORATORY SCHOOL

Students, staff and faculty may enroll their children in the campus child development laboratory school operated by the Child Development/Early Childhood Department. The center is licensed for children ages 18 months to 6 years. The program also includes a private kindergarten classroom.

### COLLEGE STORE

The College Store, offering books, school supplies and sundry items, is operated for the convenience of students and faculty. Located in the Student Center, it is open both day and evening throughout the academic year. Book-buy-back is conducted by the College Store during the week of final examinations each semester. Students may sell their books back for one-half the original purchase price.

### FITNESS CENTER

The ACC Fitness Center, including the gym, racquetball courts, tennis courts, weight training rooms, locker rooms and saunas, is open to students, faculty, staff and the residents of the college district who purchase a membership. The center operates seven days a week during the fall and spring semesters except when the College is closed. For summer hours and membership information call (281) 756-3691.

### HEALTH INSURANCE

Alvin Community College does not participate in a group student insurance plan. Student health insurance is available for purchase through private companies. Students may obtain written publications and contact information regarding various plans from the Office of the Associate Dean of Students. Students should carefully study the terms of the policy before purchasing coverage.

### PARKING

Automobiles must be registered with the College Police to park legally on campus. Students are issued parking permits and the published traffic regulations as part of registration. Visitors and participants in special programs must obtain a temporary permit from the College Police Office. Parking spaces marked with yellow stripes are reserved for student and registered visitor parking. Those spaces painted white with "Faculty and Staff Parking" signs at the heads of the rows are reserved for registered faculty and staff vehicles.

### STUDENT ACTIVITIES

Some of the most valuable experiences a student will have while attending college occur outside the classroom. These extra-curricular activities are open to every ACC student and the College encourages its students to participate and get involved. Activities range from health & wellness to cultural awareness; entertainment, as well as intramural sports. Throughout the year special events take place including Fall Festival & Carnival, Festival of Lights and The BIG Event. The Student Activities Office maintains a calendar of campus events which can be accessed through MyACC, as well as the campus newsletter - Campus Connection.

## STUDENT ORGANIZATIONS

Alvin Community College offers a variety of student organizations classified as service, religious and social. Potential student leaders are encouraged to join the Student Government Association (SGA). SGA is an organization that represents the student body, and maintains communication between the students and the administration. Other campus organizations include:

- ACC Soccer Club
- Alvin Community College Empowering People to Embrace Disabilities (ACCEPTED)
- Alvin Paralegal Association
- Alvin Nursing Student Association
- Animal Rescue
- Anime Club
- Baptist Student Ministries
- Catholic Newman Association
- Church of Christ Student Fellowship
- Health and Medical Society (HAMS)
- Phi Theta Kappa
- Student Government Association
- Student Organization for Respiratory Care
- Word Droppers
- Writer's Club

## ATHLETICS

The College is a member of the National Junior College Athletic Association (NJCAA) and participates in intercollegiate competition in men's baseball and women's fast-pitch softball. Soccer is offered as a club sport. Students have the opportunity to participate in intramural and extramural sports, as well as an extensive sports and human performance program.

## STUDENT HANDBOOK

The student handbook provides information about student activities and organizations, student services, the grievance procedure, and college regulations. It also contains the official publication of the Student Code of Conduct, which defines forms of discipline such as suspension and expulsion. The student handbook is available online at [www.alvincollege.edu](http://www.alvincollege.edu) and in the Dean of Students office.



ACC students learn African drum techniques during Black History month.

# my ACC

MyACC is an electronic commons area accessed through the college homepage at [www.alvincollege.edu](http://www.alvincollege.edu). This communication portal has been established as an official method of communication between students and college faculty and staff. Through myACC students may establish email accounts, personalized calendars and task lists. The campus message board provides a centralized location for campus announcements and news items. Faculty use myACC to communicate with students through class specific chat rooms as well as postings for course related resources by providing a place for shared files that can be accessed from any place that has an Internet connection.

## Communicate:

- Stay on top of deadlines and schedules with MyACC calendars
- Get in the loop with MyACC email
- Receive campus-wide, committee, departmental, and group announcements

## Collaborate:

- Share documents and photos
- Stop by the CruiserCafe for social networking with classmates
- Access WebACCess to:
  - Register and search for classes
  - Drop/Add Courses
  - View your Transcripts
  - Make Payments

## Learn:

- Work on group projects
- Access grades in real-time
- Submit assignments
- Chat with professors and classmates
- Access course syllabus and materials

## Access Campus Services:

- College store
- Department offices
- Copy Center
- Registrar
- Academic Advising
- Financial Aid
- Library
- Fitness Center
- And more

The screenshot displays the myACC website interface. At the top, there is a navigation menu with 'General' and 'Offices' selected. Below the menu, the breadcrumb trail reads 'Campus > General > Welcome'. The main content area is divided into several sections:

- Campus Announcements:** Lists items such as 'The Music of Art' Choir Concert Offered Free to C and 'Get Plugged In!'.
- Log In:** A form with fields for 'Log In ID' and 'Password', a 'Log In' button, and a 'Need More Info ...' link.
- Mini Calendar:** A calendar for April 2007 with the 26th highlighted.
- Campus Schedule:** Shows the current date as 'Today (4/26)' and lists an event: '7:00p-10:00p Board Meeting'.
- Weather by Yahoo:** Displays 'Yahoo! Weather - Alvin, TX' and 'Conditions for Alvin, TX at 10:53 am CDT'.

On the right side of the page, there is a 'Chat Room' section with the heading 'Get you' and 'For you', followed by a numbered list of instructions: '1. If you', '2. Enter', '3. Enter'. Below this, there is another 'For you' section with the text 'Your init myACC. be 0905'. At the bottom right, there are sections for 'ACC Stu' and 'ACC Stu', and a 'New to students' section with the text 'The new informat informat'.