

Career and Academic Planning

Advising Services: Faculty Advisor, Advising Center, & Health Careers Center

Advisors assist students in developing and implementing their career and academic planning goals and registering for courses. Students are provided contact information for their Academic Advisor by letter shortly after the start of each semester and again right before the advising period begins for the following semester. Students are assigned one of the following: a Faculty Advisor, Health Careers Advisor, or the Advising Center. Advisor Lists and contact information is located outside the Advising Center (Room 61A) and the Registrar's Office (Room 152A). It is recommended that students make appointments with their Advisor before the course registration period begins for the next semester.

Faculty Advisors

Students are encouraged to contact their Faculty Advisor during the semester to discuss topics and questions related to career and academic planning. Faculty Office Hours and contact information are posted outside the faculty office door.

Advising Center Room 61A 508-854-4308

Students who have the Advising Center listed as their Advisor are encouraged to contact the Center during the semester to discuss topics and questions related to career and academic planning.

http://www.qcc.edu/pages/Advising_Center.html

Health Careers Center Room 160A 508-854-2718

Students who are interested in pursuing any of the college's Health Careers Programs of Study receive career and academic planning services at the Health Careers Center. Trained Health Careers Advisors are available to help students gain a better understanding of health programs and to prepare for entrance into specific health programs.

College Placement Testing Room 61A 508-854-4308

Students who would like to take their college placement test must make an appointment with the Advising Center. Log on to <http://www2.qcc.mass.edu/advising/CPT/> and click on Placement Test Appointment.

Career Placement Services Room 272A 508-854-4439

Students seeking full-time, part-time or cooperative education positions have access to QCC's exclusive job bank. Students receive assistance in all phases of the job search including resume writing and interview skills.

http://www.qcc.edu/pages/Career_Placement.html

Experience Based Education Services (EBE)

Room 272A 508-854-4380

The EBE office facilitates the award of academic credit to eligible students through alternative and/or prior learning methods, including directed study, competency examinations, portfolio assessment and credentialing.

http://www.qcc.edu/pages/Experience_Based_Education.html

Transfer Services Room 162A 508-854-4404

Students planning to transfer to a four-year college should visit the Coordinator of Transfer and Articulation for advising and placement support. Students can obtain information on the Joint Admissions Program with UMass and state colleges. <http://www.qcc.mass.edu/transfer/Default.htm>

Tech Prep Rear of Room 170A 508-854-2755

Quinsigamond has articulation agreements with area high schools. Student who have taken technical courses or attended a vocational technical high school may qualify for college credit. Students can check with their high school guidance department or visit the tech prep coordinator.

http://www.qcc.edu/pages/About_Tech_Prep_Pathways_of_Study.html

Training and Education Center (TEC)

Room 116A 508-854-4442

The Center for Continuing Education (CCE) is committed to meeting the academic, career, and personal needs of Central Massachusetts. Students can choose from a variety of non-credit, certificate, and CEU courses. Visit the website <http://cce.qcc.mass.edu> for more information.

GED Preparation and ESL non-credit classes

Room 102A 508-854-4269

The Adult Learning Center offers free classes and instructional materials for those preparing to take the GED test, and those seeking to advance their skills in reading, writing, and math. The Center offers four levels of English as a Second Language classes.

<http://cce.qcc.mass.edu/college/zcustom22.asp>

Academic Support and Resources

The Alden Library HLC, 3rd Floor 508-854-4581

The Library houses an extensive collection of books, periodicals, databases and microfilms. Assigned reading is held on reserve for students in the library and librarians will help students find the information needed for term papers and other class projects. There are private study rooms, gathering spaces, and reading rooms.

<http://www.qcc.mass.edu/library/>

Math Center HLC, 2nd Floor 508-854-7487

Tutors, computer programs and textbooks are available to help students improve math skills. Students can schedule appointments or drop in. Services are free.

<http://www.qcc.mass.edu/mathsupport/>

Communication Skills Center

HLC, 2nd Floor 508-854-4287

Tutors assist students with all types of reading and writing assignments. Students can schedule appointments or drop in. Services are free.

http://www.qcc.edu/pages/Communication_Skills_Center.html

Individualized Learning Center

HLC, 2nd Floor 508-854-4279

Tutors in various courses are available by appointment.

Services are free.

http://www.qcc.edu/pages/Individualized_Learning_Center.html

The Harrington Academic Computing Center

Room 379A 508-854-4427

Computers are available to students for academic projects, papers, research and other assignments.

http://www.qcc.edu/pages/Harrington_Academic_Computing_Center.html

Counseling and Student Support

Counseling Services Room 58A 508-854-4479

A professional counselor is available to meet students' personal counseling needs. Services include crisis intervention, short-term supportive counseling, advocacy and referral. The Counseling Office provides annual screenings for anxiety, depression, and eating disorders. Individual screenings are available by request.

<http://www.qcc.edu/pages/Counseling.html>

Disability Services Room 246A 508-854-4471

Services are provided to students with documented learning, physical, psychiatric, emotional, and/or sensory disabilities. Learning specialists are available to support students with time management, self-advocacy and study strategies as well as course selection and academic planning. Assistance is arranged on an individual basis. Counselors may refer students to outside agencies when appropriate. Adaptive technology is available in The Learning Center.

http://www.qcc.edu/pages/Disability_Services.html

Veterans Services Room 152A 508-854-4270

Assistance is provided for preparation, certification and submission of VA documents.

Campus Ministry Room 136S 508-854-4300

Ecumenical ministry and religious services are provided to all students as well as spiritual counseling and education programs.

Student Activities & Student Life

Student Life and Organizations 508-854-4225

Students can join a club, participate in student government, purchase discount movie tickets and learn about other co-curricular activities on campus.

http://www.qcc.edu/pages/Student_Life.html

Athletic Center 508-854-4317

The Athletic Center and pool offers a sauna, swimming, bikes, treadmill, weights, and other exercise equipment as well as many activities and

classes http://www.qcc.edu/pages/Athletic_Center.html

Building Information

“A” Administration
“S” Suprenant
“HLC” The Harrington Learning Center and Alden Library
Athletic Center Field House
The Child Study Center
Ahlfors

Quinsigamond Community College

Resources for Students

Important Places and Services

Admissions HLC 2nd floor 508-854-4262

Students can obtain college catalogs as well as information on all college programs of study, and the necessary forms to change a program of study (major).

<http://www.qcc.edu/pages/Admissions.html>

Registrar Room 152A 508-854-4257

Students can sign up for graduation, withdraw from a class, get information on the college calendar or sign up for a consortium class. <http://www.qcc.mass.edu/registrar/>

Financial Aid and Scholarships

Room 165A 508-854-4261

Students can receive information and assistance on financial aid eligibility requirements, application process and important dates. Forms are available on several types of aid including grants, loans, scholarships, tuition waivers and work-study jobs.

http://www.qcc.edu/pages/Financial_Aid_and_Scholarships.html

Student Payment Office Room 65A 508-854-4409

Students can pay their bills, set up a payment plan, waive their insurance, obtain transcripts, pay parking tickets, and receive financial aid checks.

http://www.qcc.edu/pages/What_is_costs_to_go_to_QCC.html

Bookstore “A” Building, Lower Level 508-854-4237

Textbooks, trade books, school and office supplies, greeting cards, gifts, QCC items and more are available in the QCC Bookstore. The Bookstore accepts cash, major credit cards, personal checks (with photo ID) and Financial Aid vouchers.

<http://bookstore.qcc.mass.edu/home.aspx>

Cafeteria “A” Building Lower Level

The cafeteria has a great selection of menu items, from full meals to snacks. The **Cafe** located in The Harrington Learning Center serves light fare.

The Children’s Center

Child Study Center 508-854-4220

An on campus child development facility for preschool children ages 2.9 through 5 years old, licensed by the MA Office of Child Care Services and accredited by the National Academy of Early Childhood Programs.

Applications are accepted for half and full day care on an on-going basis.

Public Safety North side “A” Building

Emergencies, 4444, non-emergencies, 4221

Officers provide 24-hour service to the campus. Services offered include safety orientation, lost & found, seminars and literature on crime prevention.