



# Shape the future. **Be the change.**

## Student Information Sheet Winter & Spring 2022

Contact the Admissions Office at [admissions@carrollcc.edu](mailto:admissions@carrollcc.edu) / 410-386-8430 with any questions!

### Student Information:

#### When is Orientation?

All new students are expected to attend New Student Orientation to learn more about the college, your class(es), and course expectations. Orientation is Tuesday, January 25 from 6:00 - 8:30 with a snow date of Thursday, January 27. Check your Carroll email for New Student Orientation reminders or check [www.carrollcc.edu/orientation](http://www.carrollcc.edu/orientation).

#### How can I check my class schedule?

You can view your class schedule in the Lynx Student Portal. **Check your course meeting times prior to the start of the term for changes.**

#### What is Preview Week?

You can access your course(s) **one week prior** to the start of the term in Canvas. **Check out your syllabus** to make sure the class is what you thought it would be before it begins. If not, you can always change before classes start.

#### How do I get my textbooks?

Bring your class schedule with you and shop at the Carroll Bookstore! Please check campus bookstore hours prior to arriving. **Textbooks are available on campus two weeks prior to the start of the term.** You can view hours and search, purchase, or rent your textbooks online at [www.carrollcc.edu/bookstore](http://www.carrollcc.edu/bookstore).

*\*For price matching and refund information, visit [www.carrollcc.edu/bookstore](http://www.carrollcc.edu/bookstore) or contact the Bookstore at [bookstore@carrollcc.edu](mailto:bookstore@carrollcc.edu) or 410-386-8447. For Bookstore vouchers information, please contact Financial Aid at 410-386-8437.*

#### How does the waitlist work?

If you are on a waitlist, you will receive notification to your Carroll email account if a space opens. **You will have 24 hours to register for the course after you receive the email;** if you don't accept, it goes to the next person and you lose your spot. Check your position by contacting the Records Office at 410-386-8440 / [records@carrollcc.edu](mailto:records@carrollcc.edu) or the Lynx Student Portal.

#### Where can I find my student ID number?

Your student number is emailed to you the day after you apply. You will use this to activate your account. It can also be found in your Lynx Student Portal account and your Student ID card.

#### How do I obtain my Student ID card?

Student Photo ID cards are available once the semester begins in the Library. Be sure to bring your driver's license or another form of photo ID (ie. High School ID, passport, etc.). For more information, visit: <https://library.carrollcc.edu/home>

## What are the important dates for the Winter and Spring Terms?

### Winter / Spring Calendar:

Winter 2022	Start Date	Refund Deadline	Audit/Withdrawal Deadline	End Date
Winter 1 (4 weeks)	December 27	December 28	January 11	January 21
Winter 2 (5 weeks)	December 27	December 29	January 18	January 28
Winter 3 (4 weeks)	January 4	January 5	January 18	January 28

Spring 2022	Start Date	Refund Deadline	Audit/Withdrawal Deadline	End Date
Spring	January 31	February 7	April 6	May 20
Spring 2	January 31	February 3	February 28	March 18
Spring 3	February 14	February 21	April 12	May 20
Spring 4	March 28	March 31	April 25	May 13

### How can I request Disability Support Services?

At Carroll, we are committed to making academic learning and personal growth as accessible as possible for every student. Follow the instructions on the [Disability Support Services](#) page for current students to make an accommodations/services request of the Disability Support Services office. You can also email [disability@carrollcc.edu](mailto:disability@carrollcc.edu).

## Campus Information:

### Where can I find campus map information?

There will be staff available the first few days of the semester to help you find your way around. We do have campus map information online: <https://www.carrollcc.edu/About/Maps-and-Directions/>

### Can I receive alerts to know what is happening on campus?

**Academic Alerts:** Text "@infoCCC" to **81010** to get information about registration, financial aid, & tuition deadlines.

**Campus Event Alerts:** Text "@Lynxcc" to **81010** to get information about upcoming events!

**Emergency Notification/School Closing Alerts:** Sign-up online at [www.carrollcc.edu/e2campus](http://www.carrollcc.edu/e2campus) to register your email and cell phone. You do not need to be a student to receive e2Campus emergency alerts and school closing information.

**Holiday Closures:** For more information, please visit: [www.carrollcc.edu/calendar](http://www.carrollcc.edu/calendar)

## Student Account Information:

### College Account (Go to [My Carroll](#) on the Carroll Community College Web page)

Make sure you've set-up your Carroll Community College Account. You can find the link in the personal email you used when you applied. Set-up the account and it will give you access to:

- **College email in Outlook:** All college information is sent here (not your personal account). Start checking frequently for important college information.
- **Canvas:** Online class portals used to supplement every class. You will have access to this one week before your classes begin. Your instructors communicate with you to post important class information, including grades and your syllabus. You must have your Carroll account (and email) set-up to log-in to any class.
- **Office 365:** Microsoft Office (Word, Outlook, Power point and Excel) is available to download at no cost.
- **Lynx Student Portal:** This is where you find links to all of your personal, academic and financial information. This allows you to pay tuition or set up a payment plan and make an appointment with your advisor for future class planning and registration.

**For more information, please visit:** [www.carrollcc.edu/mycarroll](http://www.carrollcc.edu/mycarroll) or contact the Admissions Office at 410-386-8430.

### I am having trouble with my account; how can I contact the IT Help Desk?

You can unlock your account or reset your password online at [www.carrollcc.edu/password](http://www.carrollcc.edu/password). If you need further assistance, please contact the IT Help Desk at 410-386-8060 or [ithelpdesk@carrollcc.edu](mailto:ithelpdesk@carrollcc.edu).

### What is Canvas?

Canvas is a Learning Management System. Canvas will serve as our online system to engage students in their each of their courses, as well as campus clubs and organizations. You can find canvas tutorials here:

<https://carrollcc.instructure.com/courses/133/>

## **Payment Information:**

### **Payment Deadlines:**

**Winter Term** — December 1      **Spring Term** — January 5

\*\*If registering after the dates above, payment is due at the time of registration.

### **How can I apply for financial aid?**

Financial Aid must be completed every year you enroll as a student. You can apply beginning October 1 for the following fall term. We recommend you apply for aid prior to April 1 and the state priority deadline is March 1. However, you can complete the Free Application for Federal Student Aid (FAFSA) any time prior to the start of the term at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Earlier is better to apply.

### **How can I check my financial aid?**

Check online through the Lynx Student Portal. Contact the Financial Aid Office with any questions [financialaid@carrollcc.edu](mailto:financialaid@carrollcc.edu) / 410-386-8437.

### **How do I sign up for the Payment Plan?**

The Tuition Payment Plan offers automatic monthly payment as an alternative to a direct payment by a checking, savings or credit card account.

#### **Steps to Enroll:**

- Go to [www.carrollcc.edu/mycarroll](http://www.carrollcc.edu/mycarroll)
- Choose LYNX Student Portal and log-in with Carroll username and password
- Choose "Student Finance"
- Select "Make a Payment"
- Select "Continue to Payment Center"
- Click on "Payment Plans" button at top of page
- Be sure to complete the entire registration and print your agreement