

New CCP Student Checklist – Spring 2020

What Should I Do Before Classes Start?

As a new CCP student and member of the Jaguar community, you probably have questions about the resources and information you need to start your college career. This checklist is here to help!

Read Your Acceptance Letter

Your JCC acceptance letter that you received via email contains important information you need to get started. It contains your JCC username, JCC student ID number and JCC email address. Store this information in a secure location that you can easily retrieve throughout the semester.

Turn in Your Memorandum of Understanding (MOU)

You are responsible for reading, signing and returning your Memorandum of Understanding (MOU) document.

Access WebAdvisor and Reset Your Password

[WebAdvisor](#) is the central hub for most student administrative functions. Through it, you will be able to access payment information, view transcripts and print your class schedule.

Review the [Accessing Technology at JCC](#) handout and follow the steps to guide you through this process.

Access and Check Your JCC Email Account

You will be responsible for checking your [JCC email account](#) for daily updates and deadlines.

Review the [Accessing Technology at JCC](#) handout and follow the steps to guide you through this process.

Attend CCP Connect Session (Pre-Recorded Orientation)

You are expected to attend an online [CCP Connect Session](#) to learn pertinent information that will help you be successful in your college classes.

Schedule and Attend Your Academic Advising and Registration Appointment

Only students who have been accepted into the CCP program will be able to schedule a [CCP Advising and Registration appointment](#). You must meet with a JCC academic advisor to determine classes needed for your CCP pathway and register for classes.

Get Your Student ID Card

Student ID cards are made in the [Learning Resource Center \(LRC\)](#). You will need to bring a current photo ID card and copy of your JCC class schedule. You must acquire a student ID card if you are taking JCC classes whether on campus, online, or at your high school. [Email the library](#) with questions.

Get Your Parking Permit (students taking classes on the JCC campus only)

Parking permits are available free of charge at the Campus Safety and Security Office (Wilson Building).

Acquire Your Textbooks, Access Codes and Supplies

- *Johnston County Public Schools (JCPS) Students ONLY:*

Specific information will be given to students during Academic Advising/Registration.

- *Non-JCPS Students ONLY:*

Textbooks, access codes and supplies are the student's responsibility. Visit the bookstore [online](#) or on campus (Wilson Building C1105).

A student's high school or another local organization may cover these costs, however, students must check with their principal or school counselor to determine available resources.

Pay Fees by the Due Date

View payment deadlines and pay fees via WebAdvisor or the Cashier's Office (Wilson Building, (919) 209-2165).

- *Johnston County Public Schools (JCPS) Students ONLY:*

ALL CCP students who are enrolled in ANY class NOT on their high school campus will be required to pay CAPS fees (Campus Access, Parking, and Security) for ALL classes they are enrolled in. This fee will be assessed at \$4.00 per credit hour for ALL classes in which the student is enrolled. Please note that students are required to pay CAPS fees for classes dropped after the start of the semester. Students taking ONLY seated classes at their high schools will not be charged CAPS fees for Spring 2020. Students that have a documented financial hardship (such as Free or Reduced Lunch status) can complete and submit a financial waiver form for each semester of attendance by the designated deadline.

- *Non-JCPS Students ONLY:*

All CCP students will be required to pay CAPS fees (Campus Access, Parking, and Security) for all classes they are enrolled in. This fee will be assessed at \$4.00 per credit hour for ALL classes in which the student is enrolled. Please note that students are required to pay CAPS fees for classes dropped after the start of the semester. Students are also responsible for Activity & Technology fees.

Sign up for Jaguar Alerts

[Jaguar Alerts](#) broadcasts immediate notifications of JCC campus emergencies and closings to students, staff and faculty.

Print a Final Class Schedule

You are expected to print a final copy of your JCC class schedule before classes start to check for changes. Access your class schedule through WebAdvisor.

Check Calendars for Important Dates

For important dates and deadlines view the [JCC Academic Calendar](#) and [CCP Events & Deadlines](#).