College Credit Plus Next Steps

COLUMBUS STATE

K-12 PARTNERSHIPS

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Setting Up Your CSCC Username & Password

- **To discover or activate your account, click here!**
  - Watch a video tutorial **at this link.**

- Your **username is a combination** of the first letter of your first name, your last name, and possibly a number.
  - Example: jsmith888

- Your **username is your email** without the @student.cscc.edu, so if you know your email, you know your username!

- Your username is **not the same** as your Cougar ID number.
  - Username Example: jsmith888
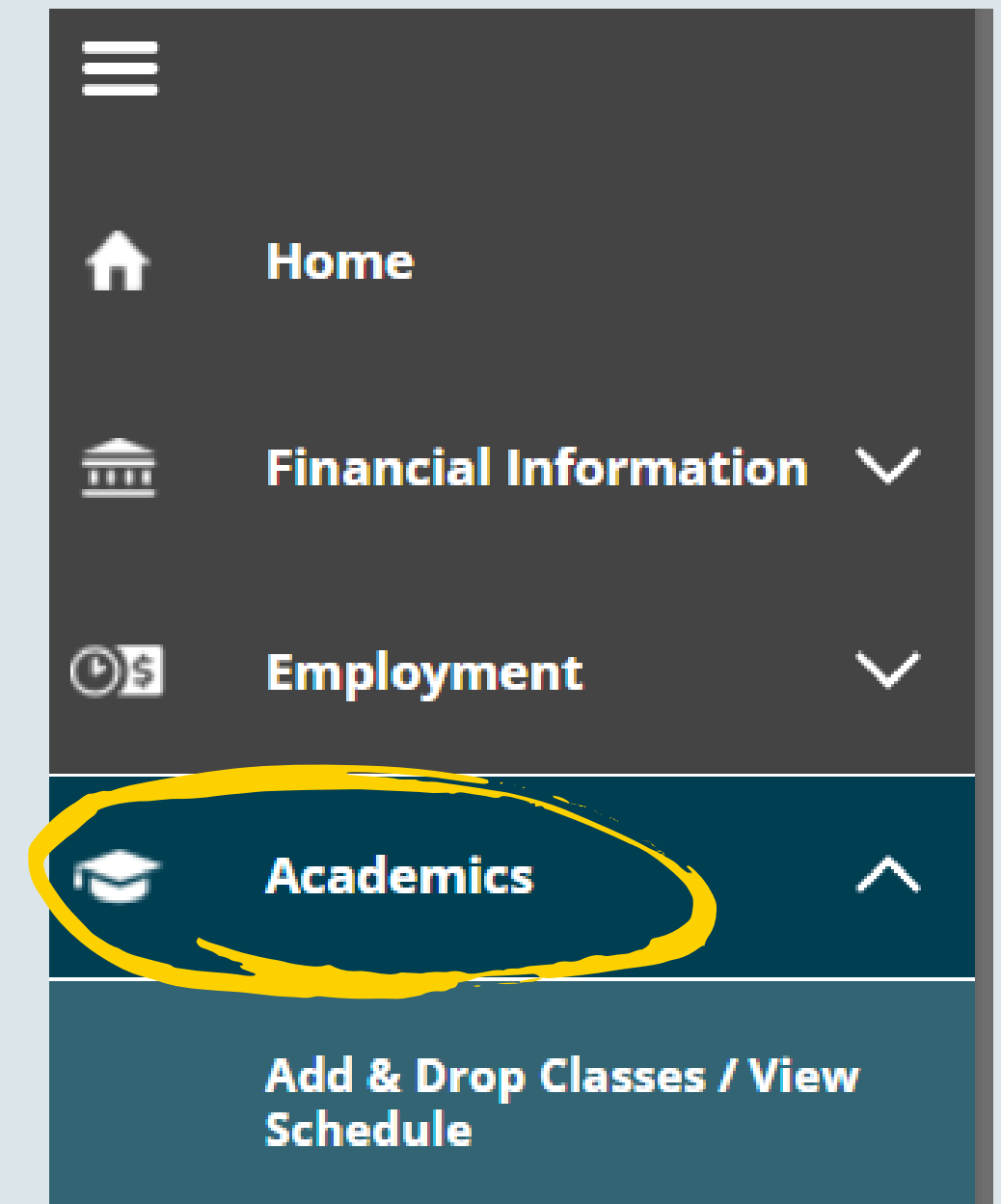 - Cougar ID Example: 1987654

Verifying Your Class Schedule

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Follow these steps to look up your schedule:

1. Go to the Columbus State website: **cscc.edu**.

2. Click **CougarWeb** in the top, right corner and log in.

3. Click the **Academics symbol** on the left.

4. Click Add & Drop Classes/View Schedule.

*Please note: some online courses may require on-campus exams.

If your schedule is not correct, contact your advisor ASAP!

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Obtaining Books & Access Codes

- Book vouchers are typically emailed to your CSCC student email **1 - 2 weeks** before the semester begins!

- Go to the **textbook lookup feature** to find out what materials you need for your course.

- You can learn more about the book voucher process at this **link.**

*Click play to watch a video tutorial.

Accessing Blackboard

What is it?

Blackboard is Columbus State's Learning Management System (similar to Google Classroom)

How do I get help using it?

CSCC provides Blackboard labs & drop-in help sessions at the beginning of each semester.

What is it used for?

Blackboard is where you'll find everything you need for your class:

- –course syllabus
- –class announcements
- –lecture notes
- –assignment details

How do I access it?

Go to the Columbus State website and click on Blackboard in the top, right corner. Log in with your CSCC username and password.

When will I see my classes?

Courses will typically appear in Blackboard **3-4 days before the semester begins**. Get familiar with the Blackboard for each class.

Online Orientation

Completing the online orientation is highly encouraged! It includes a toolbox full of **helpful CSCC resources** you can use.

You can access the online orientation by **clicking this link.**

Download the Academic Calendar

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Review the academic calendar before the semester begins, and continue to refer to it throughout the semester. Make note of important dates such as:

- course start and end dates
- last day to drop classes
- holidays/campus closures

Click here to access academic calendars.

Dropping a Class

- **Refer to the Academic Calendar for drop deadlines:**
  - Will dropping a class lead to a "W" on your transcript?
  - When is the last day to drop a class?

- **Talk with your guidance counselor/support system about dropping a class.**

- **Submit your completed and signed form to your CCP Advisor by the drop deadline.**

Access the CCP drop form <u>at this link</u>.
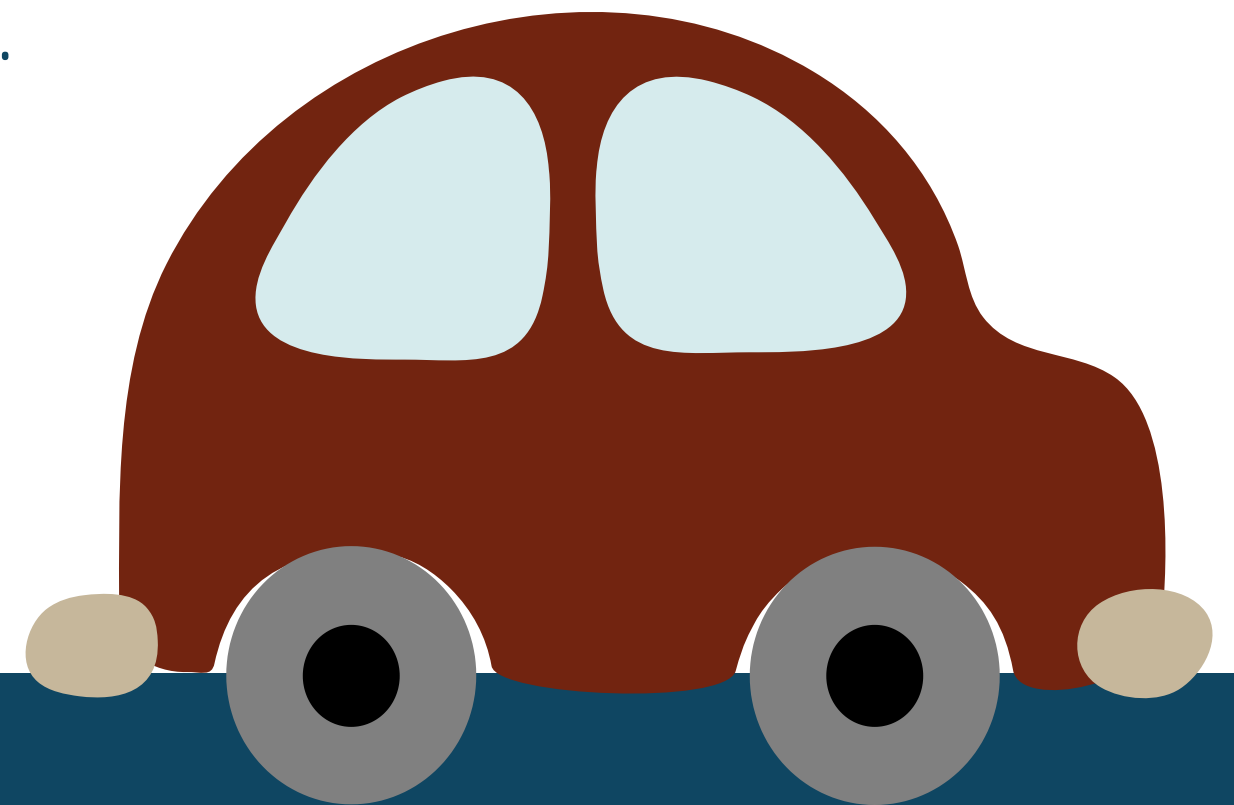
Parking On Campus

- Student parking is purchased on a semester basis.

- You can pay for a parking permit online or in person at the bookstore.

- The pass is **virtual** and needs to be **registered to your car**.

- Your pass can be used across all CSCC campus locations.

- Visit the **parking at CState website** for more details.

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Click here to contact us!

Please include your Cougar ID number and email from your Columbus State student email when contacting your CCP Advisor.