

CENTRAL PARK CAMPUS

Fall 2017

Need Help? Ask Me?



VOLUNTEER PACKET

- ✓ FAQ
- ✓ Frequently Visited Areas
- ✓ Building, Bookstore, and Student Development Hours
- ✓ Map

Thank you for volunteering during this busy time!

If you don't know an answer or cannot find one in this packet, please contact the Information Desk.

FAQ

Q: Where is my classroom?

A: First, look at the class' section number; the letter in front of the number indicates the campus (red). Example: HIST 1301. **C09**. Possibly, the student has enrolled for a class at the wrong campus.

FYI: Some students have all classes except one at a single campus, or have one in the middle of a schedule at another campus. If the latter occurs, please send students to Academic Advising.

Q: Do I need a parking sticker?

A: Yes. Students can get a free parking stickers at the Information Desk or Student Life (D106C).

Q: Do I need to have a student ID?

A: Yes. It gives students access to services provided by college offices and labs including: Collin College Bookstore, Career Services, Computer Labs, Enrollment Management, Fitness Center, Library, Math Lab, Student Life, and the Testing Center.

Q: Where do I get a student ID?

A: IDs are made in the Student Life ID Office D106C.

Q: Where can I print my schedule?

A: The Computer Lab (C113) or the library (first floor).

Q: I want to add and drop a class. What do I need to do?

A: Students can add classes online up to the 4th day of the semester (the first class day for any express/shorter parts of term). They should see Advising if they have questions. Drops and withdrawals are done all online through their Cougar Web Account, even total withdrawl. Students can drop a class through the census date of a course online. In the Fall and Spring long terms, that is typically the 12th class day. After census when a student drops a class, it is considered a withdraw and will show on the transcript.

Q: Where is a computer I can use?

A: Students can go to the Computer Lab (C113) or the library (first floor).

FYI: You must be a registered student to use the library's computers.

Q: I want to add a class, but it is full. What do I need to do? I was on a waitlist, what should I do?

A: Look for options at different times and locations. Overloads are exceptions. If there are special circumstances, have the students contact the appropriate division office for the Associate Academic Deans. The Academic Deans are located in B-122 G.

FYI: Math and Natural Science labs do not allow overloads. On-line courses are not usually overloaded. Due to the waitlist ending when classes begin, students will need to speak with an Associate Academic Dean if they care to enroll in a class they were on the waitlist for.

Q: I enrolled in classes in August, but when I tried to print my schedule this morning, nothing was there.

A: Students should be sent to Advising. Payment may have been missed and they were dropped from all of their classes.

Q: My class was canceled and I need another class. What do I do?

A: First make certain the cancellation sign on the door is the correct class. Students should be sent to Advising. Students can also add classes online through the second day of class for 16 week courses.

Q: I went to my class but it was the wrong class/no one was there. What should I do?

A: Check to make sure the student is not in an evening class instead of a morning class, vice versa, or at the wrong campus.

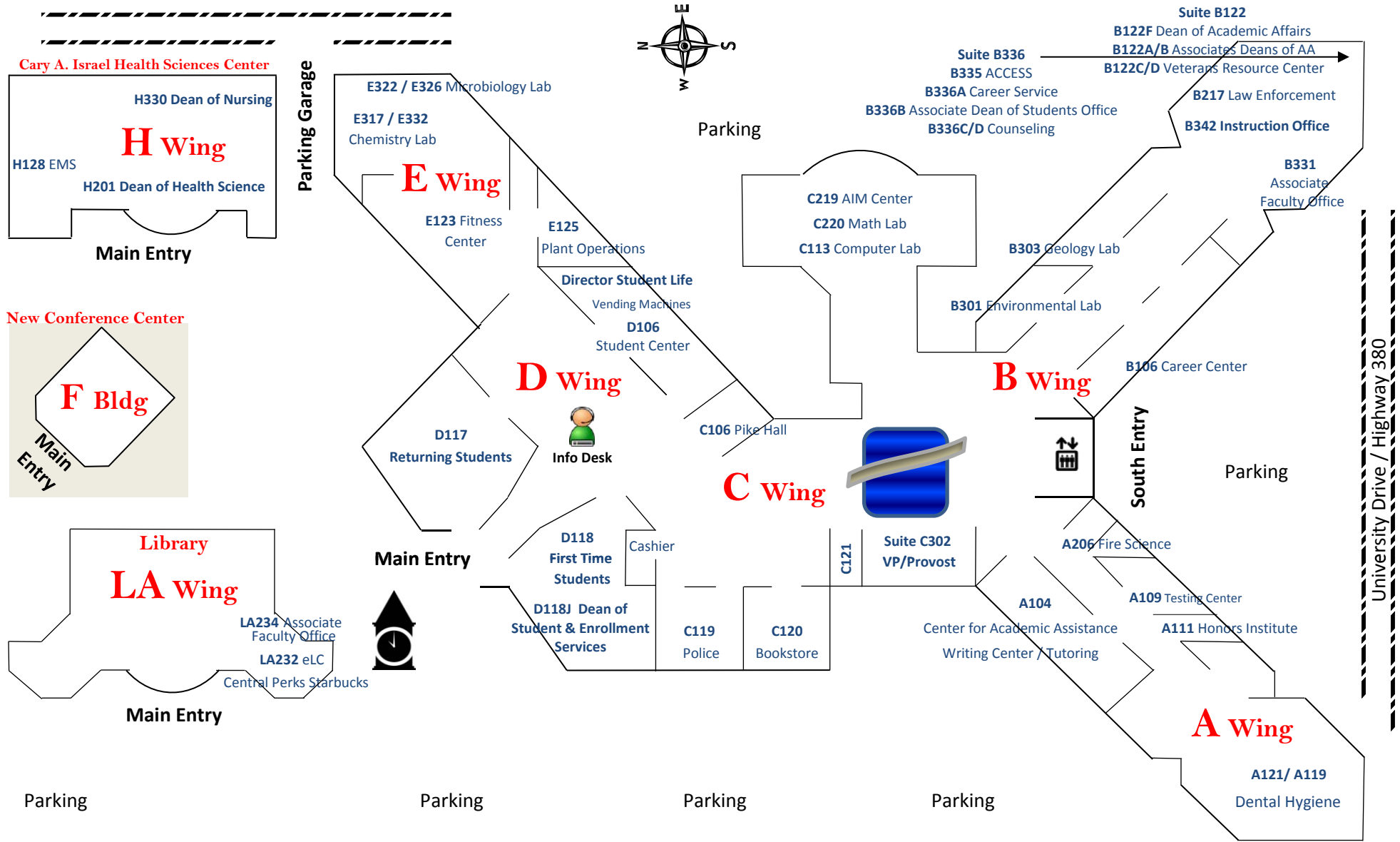
Frequently Visited Areas

Admissions	D118	meningitis vaccination, dropping class only, password
Advising Office	D117	add and drop classes, class schedules
Bookstore	C120	
Career Center	B106	
Cashier Office	D118R	
Computer Lab	C113	print off class schedule
Dean of Academic Affairs Academic Associate Dean Academic Associate Dean Dean of Health Science Dean of Nursing Dean of Student and Enrollment Services	B122F B122A B122B H201 H330 D118J	Brenda Carter Amy Gainer Lee Powell Gary Hodge Donna Hatch Alicia Huppe
eCollin Learning Center	Library LA232	Canvas
Instruction Office	B342	
Library	LA217 - LA222 LA236 – LA241 LA237	All classrooms are on the second floor. English Lab
Math Lab	C220	
Pike Hall	C106	
Student Life	D106C	IDs, parking stickers
Student Center	D106A-K	Recreation Areas: Small Group Meeting Areas, Informal Gathering Areas, Ping Pong Table, Pool Table and Video Games
Testing Center	A109	
Veterans Resource Center	B122C/D	Resource & information for veterans; study & networking with fellow veterans.
Writing Center	A104	

Regular & Special Hours for Fall 2017 Semester

Student & Enrollment Services		
<i>Admissions</i> 972.548.6710	Monday, Tuesday & Thursday	08:00 a.m. – 05:00 p.m.
<i>Advising</i> 972.548.6782	Wednesday	08:00 a.m. – 08:00 p.m.
<i>Cashier</i> 972.548.6616	Friday	09:00 a.m. – 05:00 p.m.
<i>Financial Aid</i> 972.548.6760	Saturday & Sunday	CLOSED
<i>Student Life</i> 972.548.6788		
	Special Hours:	
	Saturday, August 26	09:00 a.m. – 11:00 a.m.
	Sunday, August 27	CLOSED
	Monday & Tuesday, August 28 & 29	07:30 a.m. – 08:00 p.m.
	Wednesday & Thursday, August 30 & 31	08:00 a.m. – 08:00 p.m.
	Friday, September 1	08:00 a.m. – 05:00 p.m.
Bookstore		
972.548.6680	Monday & Tuesday	07:45 a.m. – 05:00 p.m.
	Wednesday	07:45 a.m. – 07:00 p.m.
	Thursday	07:45 a.m. – 05:00 p.m.
	Friday	07:45 a.m. – 03:00 p.m.
	Saturday & Sunday	CLOSED
	Special Hours:	
	Friday, August 25	07:45 a.m. – 05:00 p.m.
	Saturday, August 26	11:00 a.m. – 03:00 p.m.
	Sunday, August 27	CLOSED
	Monday & Tuesday, August 28 & 29	07:45 a.m. – 08:00 p.m.
	Wednesday, August 30	07:45 a.m. – 07:00 p.m.
	Thursday, August 31	07:45 a.m. – 05:00 p.m.
	Friday, September 1	07:45 a.m. – 05:00 p.m.
	Saturday & Sunday, September 2 & 3	CLOSED
	Monday, September 4	CLOSED
	Tuesday & Wednesday, September 5 & 6	07:45 a.m. – 07:00 p.m.

Central Park Campus



Community Avenue

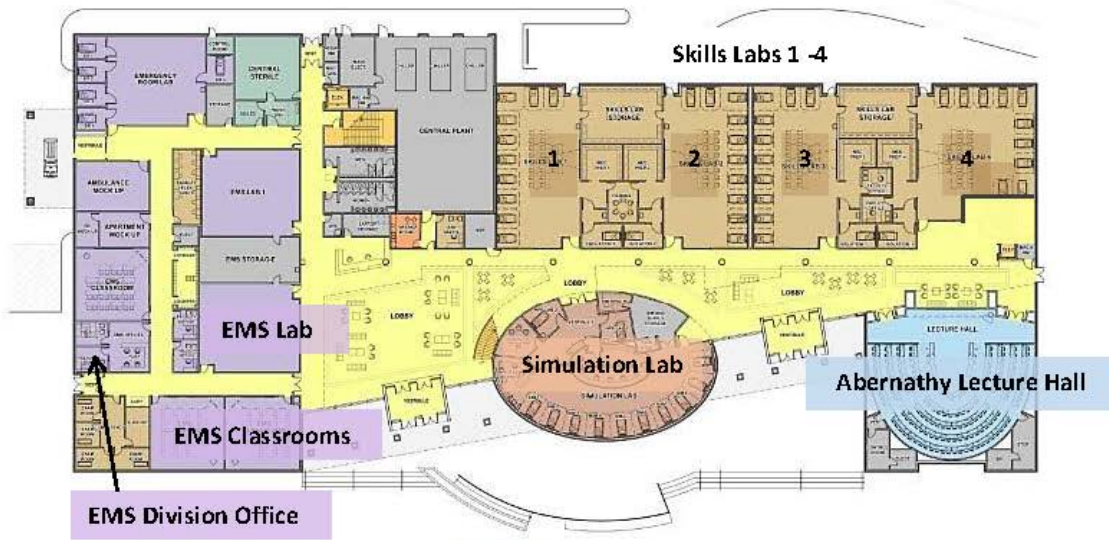
The main building and the Cary A. Israel Health Science building has three floors, the library has two floors.

The map represents all three floors with the level indicated by the room number.

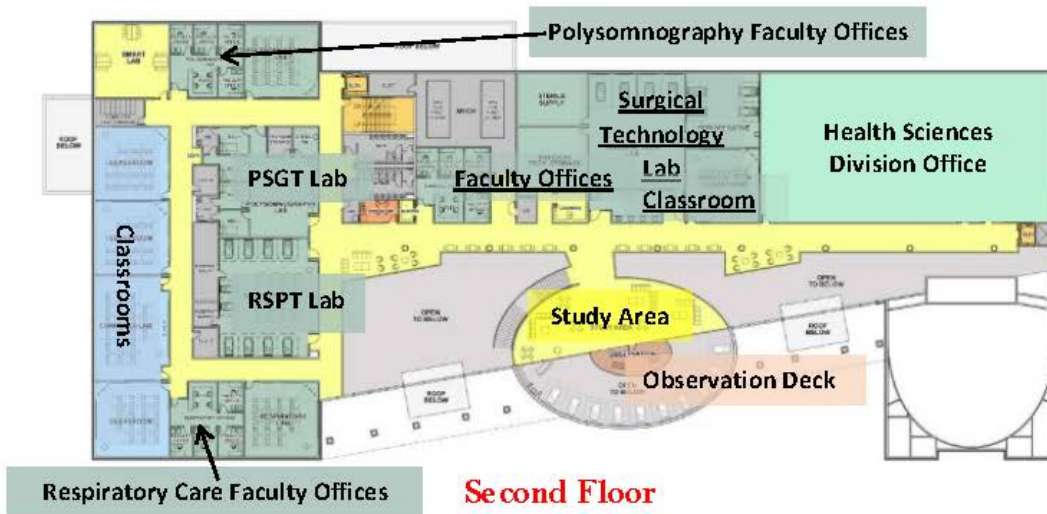
Use **Google Maps App** to locate Collin College Central Park Campus to locate classrooms.

Fire Station 2 /
Fire Academy

Cary A. Israel Health Sciences Center



First Floor



Second Floor



Third Floor