

Steps to Enroll for Spring 2019

- 1. Apply for Admission** at admissions.jccc.edu. To ensure your eligibility to enroll before the semester begins, apply no later than **December 7, 2018**. When your application is processed, you will receive an email that includes your JCCC ID number and login information. Information on previous college and high school transcript submission requirements and deadlines can be found on the "Transcript Requirements" page on the admissions website.
- 2. Apply for Financial Aid** online at fafsa.gov. Use 008244 as the JCCC school code when you complete the electronic FAFSA (Free Application for Federal Student Aid). Log in to your MyJCCC student account to view your financial aid status. A list of financial aid requirements will be displayed. These requirements must all be met before your financial aid can be awarded. If your financial aid file is complete by **November 15, 2018**, your accepted financial aid will protect your enrollment until funds are available. Don't forget to apply for JCCC scholarships at jccc.edu/scholarships.
- 3. Attend Orientation** in the Student Success Center or online. **Live presentations** begin hourly Monday through Wednesday 8 a.m. to 5 p.m., Thursday 10 a.m. to 5 p.m., and Friday 8 a.m. to 4 p.m. (no sign-up required). **Online orientations** can be found on the JCCC website by selecting "Orientation" on the Admissions tab. If this is your first time in college, an orientation session must be completed to fulfill your Personal Admission Plan requirement. New and transfer JCCC I-20 students must contact the International and Immigrant Student Services Office at 913-469-7680 for orientation requirements and important deadlines.
- 4. Complete Placement Testing** if required. Placement testing or submission of eligible ACT scores is required for admission of most degree-seeking students. Some courses at JCCC also require placement testing prior to enrollment. Visit jccc.edu/admissions/testing for exemptions to testing and study guides. Students who need disability accommodation for the placement test may contact Access Services at accessservices@jccc.edu.
- 5. Meet with a Counselor** for assistance with academic advising, transfer information, personal or career counseling, and disability accommodations. Students should call 913-469-3809 to schedule an appointment with a counselor or an Access Services counselor. For more information, go to jccc.edu/student-resources/counseling.
- 6. Enroll in Classes** online by logging in to your MyJCCC account. Enrollment dates are available in the Academic Calendar on the back of this publication and drop deadlines for classes may be viewed on our website. If you intend to enroll in a course that has a prerequisite that you successfully completed at another college, JCCC must receive and evaluate your official transcript or a counselor must review your unofficial transcript and issue a waiver prior to enrollment in the course. Official transcript evaluation may take up to four weeks from date received. **Class closed? Waitlisting may be an option!**

Spring 2019 Tuition and Fees Per Credit Hour

Credit Hours Enrolled	Jo. Co. Resident	Non-Jo. Co. Resident	Metro Rate*	Non-Resident	Age 60+**
1	\$93	\$110	\$135	\$220	\$16
2	\$186	\$220	\$270	\$440	\$32
3	\$279	\$330	\$405	\$660	\$48
4	\$372	\$440	\$540	\$880	\$64
5	\$465	\$550	\$675	\$1,100	\$80
6	\$558	\$660	\$810	\$1,320	\$96
7	\$651	\$770	\$945	\$1,540	\$112
8	\$744	\$880	\$1,080	\$1,760	\$128
9	\$837	\$990	\$1,215	\$1,980	\$144
10	\$930	\$1,100	\$1,350	\$2,200	\$160
11	\$1,023	\$1,210	\$1,485	\$2,420	\$176
12	\$1,116	\$1,320	\$1,620	\$2,640	\$192

See full tuition table on the JCCC website for credit hours over 12. The JCCC Board of Trustees has the right to change the cost per credit hour without notice.

*Metro rate applies only to students residing in ZIP codes starting with 640 or 641.

**To receive the 60+ rate you must enroll on or after the designated 60+ enrollment date, be a Johnson County resident, and be at least 60 years of age prior to the first day of the semester.

- 7. Pay Tuition by 6 p.m. on January 15, 2019.** Tuition may be paid online or in person at the Bursar Office. Enrollment will be closed on January 15 from 6 to 9 p.m. for drop for nonpayment processing. Payment is due on the date of enrollment for students adding classes after 9 p.m. on January 15. Students are financially responsible for all charges on their account. For more information about paying tuition, go to jccc.edu/admissions/tuition.
- 8. Obtain Your Student ID Card** at the Student Welcome Desk or in Billington Library. You may obtain an ID card after your credit tuition is paid through third-party authorization, financial aid, enrollment in a payment plan, or the balance is paid in full by you.
- 9. Purchase Textbooks** at the JCCC Bookstore. Save time by ordering or reserving books online at bookstore.jccc.edu beginning **Nov. 19, 2018**. Textbooks become available in the bookstore on **Dec. 10, 2018**. JCCC ID and a credit card are required to rent textbooks. JCCC ID card is required to use financial aid and book voucher funds. Textbook rentals are due back in the bookstore no later than **May 25, 2019**.

Notice of Nondiscrimination – Johnson County Community College does not discriminate on the basis of sex, race, color, national origin, disability, age, religion, genetic information, marital status, veteran's status, sexual orientation, or other factors that cannot be lawfully considered in its programs and activities as required by all applicable laws and regulations. Inquiries concerning the college's compliance with its nondiscrimination policies may be referred to the Dean of Student Services and Success or Director of Human Resources, Johnson County Community College, 12345 College Blvd, Overland Park, KS 66210, 913-469-8500; or to Office for Civil Rights, U.S. Department of Education, One Peticcoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106. 5105_fl_enrollment_spring19

Spring Open Enrollment begins at 9 p.m. on the web!

Enroll from the comfort of your home! Open enrollment for spring will begin **Oct. 24 at 9 p.m. on the web**. Prepare in advance by logging in to MyJCCC to check for any holds that would stop you from enrolling online. See the credit class search to view the class schedule and any required course prerequisites. Check your unofficial transcript in MyJCCC to make sure you meet any required prerequisites for courses you plan to enroll in. For more information go to jccc.edu/enroll.

Academic Calendar for Spring 2019

For a full listing of course drop deadlines, go to jccc.edu and search for “drop dates.”

September 2018

- 14 Spring schedule of classes becomes available on the web.

October

- 22-24 **Spring pre-enrollment** begins at 8 a.m. for students who have applied for graduation or are required to enroll in a developmental education course. Career program students are also eligible to enroll at this time (excludes Liberal Arts, General Sciences, General Studies and non-degree seeking students).

- 24 **Open enrollment begins on the web at 9 p.m. for spring classes.**

- 26 Enrollment for spring CNA courses (AVHO 102) begins at 8 a.m.

December

- 7 New and readmitted students are encouraged to apply by this date to ensure enrollment by the start of the spring semester.

- 22-Jan. 1 Winter break. College closed.

January 2019

- 2 Staff on 10-month contract return.

- 15 Staff on 9-month contract return.

- 15 **Payment deadline – 6 p.m.** All students enrolling prior to this deadline must pay tuition and fees by 6 p.m. or risk being dropped from classes. Enrollment will be closed from 6 to 9 p.m. for drop for nonpayment processing. Payment is due on the date of enrollment for students adding classes after 9 p.m. on Jan. 15.

- 15 Web enrollment reopens at 9 p.m.

- 15-18 Professional development days for faculty. College offices open.

- 18 Credit enrollment for students eligible for the 60+ tuition rate begins at 8 a.m.

- 19 **Saturday extended hours for enrollment:** Success Center will be open 9 a.m. to 2 p.m. Testing Center will be open 9 a.m. to 1 p.m.

- 21 Martin Luther King Jr. Day. College closed.

- 22 **First day of spring credit classes.**

- 22-23 **Late registration:** After these dates, students must be enrolled in a course no later than the first day the course meets.

- 29 Last day to drop a full-semester course and receive a 100-percent refund.

February

- 15 Application deadline to apply for spring graduation.

- 18 Last day to drop a full-semester course without a withdrawal “W” on the student’s permanent record. Deadline is 11 p.m. for drops completed on the web.

March

- 18-24 Spring Break. Classes not in session. College offices open Monday through Friday.

April

- 1 Transcripts required from other colleges or schools are due.

- 8-10 **Summer pre-enrollment** begins at 8 a.m. for students who have applied for graduation or are required to enroll in a developmental education course. Career program students are also eligible to enroll at this time (excludes Liberal Arts, General Sciences, General Studies and non-degree seeking students).

- 10 **Open enrollment begins on the web at 9 p.m. for summer classes.**

- 12 Enrollment for summer CNA courses (AVHO 102) begins at 8 a.m.

- 15 Last day to request a pass/fail grade option or to withdraw with a “W” from a full-semester course.

- 22-24 **Fall pre-enrollment** begins at 8 a.m. for students who have applied for graduation or are required to enroll in a developmental education course. Career program students are also eligible to enroll at this time (excludes Liberal Arts, General Sciences, General Studies and non-degree seeking students).

- 24 **Open enrollment begins on the web at 9 p.m. for fall classes.**

- 26 Enrollment for fall CNA courses (AVHO 102) begins at 8 a.m.

May

- 1 Deadline for faculty to submit grade changes for “I” grades assigned in the fall semester.

- 18-23 Final exams.

- 18 Saturday classes end.

- 19 Sunday classes end.

- 24 Last day for staff on 9-month contract.

- 24 Last day of spring semester.

- 24 Commencement.

- 27 Memorial Day Holiday. College offices closed.

- 28 Grades entered online by professors by 5 p.m.

- 28 Last day for staff on 10-month contract.

- 30 Grades available to students by noon on the web.

Contact Us!

For help with enrollment questions, call 913-469-3803 or come to the Student Success Center on the second floor of the Student Center. View more information on our website at jccc.edu.

Student Responsibility: JCCC reserves the right to cancel, combine or change the time, day, location or instructor of any class without obligation. Check your JCCC email regularly for emails regarding changes to your schedule and other official college communications. By registering for classes at JCCC, you agree to assume financial responsibility for all charges billed to your student account. In order to avoid financial responsibility, if you decide not to attend a class, you must officially drop that class within the stated refund periods. Be aware that dropping classes may reduce your eligibility for financial aid, resulting in debt owed by you. DO NOT assume you will be dropped automatically if you do not pay your tuition or if you do not attend class. Courses not dropped will be graded. For more information, refer to the Student Financial Responsibility Statement at jccc.edu.