

Steps to Enroll for WINTER Session 2023

For helpful links and details about each step, visit jccc.edu/wintersession

The winter session is an excellent opportunity for you to complete a course during the winter break. It is considered to be part of the fall semester and winter session courses will appear on the transcript as a fall semester course.

There are several factors that you should consider before enrolling. Winter session courses are 4 weeks in length and are taught online. **You may enroll in up to 4 credit hours in the winter session.** You need to be prepared for the volume of work that will need to be accomplished during this short time period. To assess your readiness for an online course, take our online assessment at jccc.edu/onlineassessment.

- 1. Apply for Admission** if you have not attended JCCC in the past two years.
- 2. Explore Winter Session Course Offerings** online. Select the Credit Class Schedule from the menu. Select the "**Credit Fall 2023**" semester, then click in the Winter Session (fall only) box to search the online courses that will be offered during JCCC's winter session. See the academic calendar (at right) for the date when the winter session schedule of classes becomes available on the web.
- 3. Meet with a Counselor** for academic advising, transfer information, personal and/or career counseling. Visit the Counseling webpage or call 913-469-3809 for an appointment.
 - If you need disability accommodation, contact Access Services at accessservices@jccc.edu or 913-469-3521. Learn more at jccc.edu/AccessServices.
- 4. Complete a Course Overload Form** with a counselor (prior to enrolling) if you will exceed the 18-hour credit limit for fall by signing up for a winter session course.
- 5. Enroll in Classes** by logging in to your MyJCCC account.
- 6. Pay Tuition.** *Payment is due at the time of enrollment.* There is no drop for nonpayment for winter session courses. If you decide not to complete the course, you must drop it by the deadline dates listed in the academic calendar. Financial aid eligible students should contact the Financial Aid Office to determine if aid can be awarded for winter session courses.
- 7. Purchase Textbooks** online through the JCCC Bookstore.
- 8. Log In to Your Winter Session Course**
 - Review the syllabus prior to the beginning of the course.
 - Begin your coursework starting on first day of winter session.



Academic Calendar

OCTOBER	
2	Winter session schedule of classes becomes available on the web.
9	Winter session open enrollment begins. Payment is due at the time of enrollment. Students may enroll in up to 4 credit hours.
DECEMBER	
4	Winter session courses become available for students to access online in Canvas.
11	First day of winter session. Last day to enroll in a winter session course.
13	Last day to drop a winter session course and receive a 100% refund.
18	Last day to drop a winter session course without a withdrawal "W" on the student's permanent record. Deadline is 11 p.m. for drops completed on the web.
22-Jan. 1	Winter break. College offices closed.
JANUARY	
2	Last day to request a pass/fail grade option or to withdraw with a "W" from a winter session course.
5	Last day of winter session.
8	Grades entered online by professors by 5 p.m.
9	Grades available to students by 5 p.m. on the web.

ACADEMIC RESOURCE CENTER

Check out the Academic Resource Center (LIB, 1st floor) for free tutoring and course assistance. Visit jccc.edu/ARC to learn more.

Contact Us!

If you need assistance with enrollment or need to drop a winter session course and have a hold, please call 913-469-3803.

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.