New Student Resources for Success
2022-2023
Welcome to Bucks!

The resources in this book are designed for you to be successful at Bucks County Community College. We are here to help and are excited for you to start your academic journey with us!

On behalf of our Board of Trustees, faculty, and staff, welcome to Bucks County Community College—home of the Centurions!

We look forward to connecting with you as a student on one of our three physical campuses located in Newtown, Perkasie, and Bristol, or through our virtual campus, Bucks Online. Our staff and faculty are ready to help you reach your educational and career goals! Whether your plans include transferring credits to a university, receiving training to enter the workforce, learning new skills, or taking a self-enrichment course, we hope you will find your home here at Bucks alongside a family of educators ready to help you on your journey.

Our staff and faculty are ready to help you reach your education and career goals!

Bucks County Community College has proudly served the greater Bucks County area for more than 50 years, and we are ready to help you navigate your educational path. No matter where you are in the county, we have a campus nearby to serve you, support you, and to help you succeed. Your dreams are central to our mission, and I encourage you to explore everything Bucks has to offer.

As a community college, the word “community” isn’t only in our name, it is central to all that we do. Bucks has been a proud premier partner in our local workforce community for decades by providing specialized training and occupational programs to support high demand jobs in our service area. We continue to strive towards excellence as we work to meet the needs of our local employers, while also helping those individuals who seek a higher living wage for themselves and their family.

As we try to find a “new normal” within our daily lives, I am confident that Bucks County Community College can help you start, reboot, or complete your educational journey. Our various academic and workforce offerings will be provided in numerous modalities to offer you the flexibility to learn the way that you want to. Whether you’d like to be totally online, on campus a small percentage of time, or physically in class with your instructor each day, Bucks offers you the opportunity to select courses that best fit your schedule and life.

In addition, we offer a wide range of free services to help with your mental and physical well-being. From student clubs and activities, to sports, tutoring and counseling. The staff and faculty are here to help make your experience at Bucks the best it can be.

Bucks County Community College is a great place to call your educational home! We can’t wait to serve and support you as you navigate your journey. As President, I look forward to seeing you on campus, interacting with you on our virtual platform, or in our wonderful community.

Be well until we meet!

Dr. Felicia L. Ganther
Academic Connections

Have questions related to your academic program of study? Unsure of who to contact for anything? We have got you covered!

Department of Business Innovation

Programs of Study: Business Administration; Accounting and Analytics; Baking and Pastry Arts; Business; Culinary Arts; Emergency Management; Fire Science; Hospitality Management; Meeting, Convention and Event Planning; Paralegal Studies; Technical Entrepreneurship

Certificates: Accounting and Taxation; Baking and Pastry Arts; Business Analytics; Culinary Arts; Emergency Management; Entrepreneurship; Fire Prevention and Investigation; Fire Science; Management, Meeting, Convention and Event Planning; Paralegal; Social media and Digital Marketing

Dean: Greg Luce, Greg.Luce@bucks.edu, 215-968-8225

Administrative Assistants:
Maria Correra, Maria.Correra@bucks.edu, 215-968-8227; Maria Ender, Maria.Ender@bucks.edu, 215-968-8226;

Professional Advisor:
Tara Cutler, Tara.Cutler@bucks.edu, 215-504-8646

Department of Language and Literature

Programs of Study: English; General Studies; Global Studies/World Languages; Guided Studies; Journalism; Liberal Arts

Certificates: General Education

Programs/Courses: American English as a Second Language (AESL); English Composition; Creative Writing; Technical Writing; Reading; Summer Bridge Program; Wordsworths Reading Series; Poetry and Short Fiction Contests

Dean: Nicole Tracey, Nicole.Tracey@bucks.edu, 215-968-8152

Main Department: www.lang-lit@bucks.edu; langandlit@bucks.edu; 215-968-8150

Administrative Assistants: Lalita Ramesh, Lalita.Ramesh@bucks.edu, 215-968-8103; Emily Bruno, Emily.Bruno@bucks.edu, 215-968-8167; Maria Veit, Maria.Veit@bucks.edu, 215-968-8151

Program Faculty Coordinators for AESL, Composition, English, Journalism, Liberal Arts/Guided Studies/General Studies, Reading, World Language, Academic Success, Writing Contest Coordinators, Poet Laureate/Wordsworth Reading Series Coordinator. Short Fiction Contest Coordinator can be reached through the Department of Language and Literature at langandlit@bucks.edu or 215-968-8150.

American English as a Second Language students should send messages to aeslcoordinator@bucks.edu.

Student clubs related to Language and Literature: Tyler Literary Society

Professional Advisor: Christine Ford, Christine.Ford@bucks.edu, 215-968-8031

Department of Social and Behavioral Sciences

Programs of Study: Criminal Justice; Education: Paraprofessional Instructional Assistant; Education: PreK-4 Early Education; History; Psychology: Pre-Professional Emphasis; Psychology: Interpersonal Emphasis; Secondary Education: History; Social Science; Social Work; Historic Preservation Certificate

Dean: Samantha Gross, Samantha.Gross@bucks.edu, 215-968-8272

Administrative Assistants: Donna Naughton, Donna.Naughton@bucks.edu, 215-504-8627; Keke Robbins, Kelila.Robbins@bucks.edu, 215-968-8000

Main Department: 215-968-8270

Faculty Program of Study Coordinators

Criminal Justice: Sarah Jakub, Sarah.Jakub@bucks.edu, 267-408-0208

Education: Allison Angelaccio, Allison.Angelaccio@bucks.edu, 215-968-8128; Karen Kaplinski, Karen.Kaplinski@bucks.edu, 215-968-8072

History and Secondary Education: Jason Totten, Jason.Totten@bucks.edu, 215-968-8076

Psychology: Cheryl Giacomelli, Cheryl.Giacomelli@bucks.edu, 215-968-8270

Social Science and Social Work: Max Probst, Max.Probst@bucks.edu, 215-968-8274

Historic Preservation: Matt Metcalf, Matthew.Metcalf@bucks.edu, 215-968-8236

Student clubs related to Social and Behavioral Science: Future Teachers Organization, Psychology Club, Socratic Society, Teachers of Tomorrow

Professional Advisor: Patti Alloway, Patti.Alloway@bucks.edu, 215-497-8774
Department of Science, Technology, Engineering and Mathematics (STEM)

Programs of Study: Transfer Programs-Biology; Biomedical Sciences; Chemistry; Computer Science; Cybersecurity; Data Science; Information Science; Engineering; Environmental Science; Individual Transfer Studies; Mathematics; Neuroscience; Science; Secondary Education- Mathematics. Occupational Programs- Advanced Technology; Biotechnology; Brewing and Fermentation Science; Computer Networking Technology; Engineering Technology; Information Technology Studies

Certificates: Advanced Technology; Biotechnology: Cell and Tissue Culture; Computer Networking Technology; Computer Hardware Installation and Maintenance

Dean: Shawn Barwick Wild, Shawn.Wild@bucks.edu, 215-968-8305

Administrative Assistants: Kelly Hauserman, Kelly.Hauserman@bucks.edu, 215-968-8305; Beth Francia, Beth.Francia@bucks.edu, 215-968-8305 Emily Totman, Emily.Totman@bucks.edu, 215-968-8305

Faculty Program of Study Coordinators

Biology, Biomedical Science, Neuroscience, and Biotechnology: Andrew Ippolito, Andrew.Ippolito@bucks.edu, 215-968-8305; Joann Corn, Joann.Corn@bucks.edu, 215-968-8305

Chemistry and Brewing Fermentation Science: Ryan Fealey, Ryan.Fealey@bucks.edu, 215-968-8305

Computer Science, Information Science, and Data Science: John Summers, John.Summers@bucks.edu, 215-968-8305

Cybersecurity, Computer Networking Technology, and Information Technology Studies: Jacki Rock, Jacqueline.Rock@bucks.edu, 215-968-8305

Engineering, Engineering Technology, and Advanced Technology: Christine Delahanty, Christine.Delahanty@bucks.edu, 215-968-8305

Math and Secondary Ed: Math: Donna Acquavella, Donna.Acquavella@bucks.edu, 215-968-8305; Kelsey Wiley, Kelsey.Wiley@bucks.edu, 215-968-8305; Mary Catherine Bolton, Mary.Bolton@bucks.edu, 215-968-8305

Science and Environmental Science: Michael Babij, Michale.Babij@bucks.edu, 215-968-8305

Student Clubs related to STEM: Association for Computing Machinery Student Chapter Club; Biology Club; Chemistry Club; Engineering Club; Robotics and Automation Club; Women in STEM

Professional Advisor: Debbie Ziegler, Debbie.Ziegler@bucks.edu, 215-497-8798

Arts & Communication


Dean: John Mathews

Administrative Assistants: Joseph Erman, Joseph.Erman@bucks.edu, 215-504-8667; Susan Cafero, Susan.Cafero@bucks.edu, 215-968-8088

Main Department: 215-968-8425

Faculty Program of Study Coordinators:

Chris Todd, Visual Arts Area Head, Chris.Todd@bucks.edu, 215-504-8585; Jean Konkel, Multimedia Area Head, Jean.Konkel@bucks.edu, 215-968-8128

Rochelle Reed, Music Area Head, Rochelle.Reed@bucks.edu, 215-968-8487; Stacey Bennett, Communication Studies Area Head, Stacey.Bennett@bucks.edu, 215-968-8141

Student clubs related to our department: Bucks 3D Sculpture Club, Bucks Music Society, Glass Arts Society, Drama Club, Film & Multimedia Club

Full-time department faculty are our

Arts & Communication professional advisors: Caren Friedman, Caren.Friedman@bucks.edu; Chris Todd, chris.todd@bucks.edu; Daniel Wilkinson, Daniel.Wilkinson@bucks.edu; Edward Ferdinand, Edward.Ferdinand@bucks.edu; Jean Konkel, Jean.Konkel@bucks.edu; Jeff Baumeister, Jeff.Baumeister@bucks.edu; John J Sheridan, John.Sheridan@bucks.edu; Kimberly Witham, Kimberly.Witham@bucks.edu; Maria Dumlao, Maria.Dumlao@bucks.edu; Michael Kabbash, Michael.Kabbash@bucks.edu; Michelle R. Pentimall, Michelle.Pentimal@bucks.edu; Rochelle Reed, Rochelle.Reed@bucks.edu; Shawn Queeney, Shawn. Queeney@bucks.edu; Stacey Bennett, Stacey.Bennett@bucks.edu; Steven M. Bresnen, Steven.Bresnen@bucks.edu; Susan E. Hagen, Susan.Hagen@bucks.edu; Wendy Tumminello, Wendy.Tumminello@bucks.edu
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/24/2022</td>
<td>12:00pm–1:00pm</td>
<td>FIND YOUR SUCCESS!</td>
<td>Newtown Library 210</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>All day</td>
<td>OPENING DAY COOKOUT IN THE QUAD</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>10:00am–12:00pm</td>
<td>COMFORT DOGS WELCOME YOU TO BUCKS!</td>
<td>Epstein at Lower Bucks, Front Entrance</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>10:00am–12:00pm</td>
<td>COMFORT DOGS WELCOME YOU TO BUCKS!</td>
<td>Newtown TBD</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>12:15pm–12:45pm</td>
<td>THE FIRST WEEK: CHECK LISTS &amp; CHECK POINTS</td>
<td>Newtown Library 220</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>All day</td>
<td>WELCOME WEDNESDAY!</td>
<td>Upper Bucks Plaza</td>
</tr>
<tr>
<td>8/24/2022</td>
<td>8:00am</td>
<td>FIRST DAY FUN!</td>
<td>Epstein at Lower Bucks, Front Patio</td>
</tr>
<tr>
<td>8/25/2022</td>
<td>12:30pm–1:30pm</td>
<td>FIND YOUR SUCCESS!</td>
<td>Newtown Library 210</td>
</tr>
<tr>
<td>8/25/2022</td>
<td>10:00am–12:00pm</td>
<td>COMFORT DOGS WELCOME YOU TO BUCKS!</td>
<td>Epstein at Lower Bucks, Front Entrance</td>
</tr>
<tr>
<td>8/25/2022</td>
<td>10:00am–12:00pm</td>
<td>COMFORT DOGS WELCOME YOU TO BUCKS!</td>
<td>Upper Bucks TBD</td>
</tr>
<tr>
<td>8/25/2022</td>
<td>12:00pm–2:00pm</td>
<td>CONCERT AND KARAOKE IN THE QUAD!</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>8/25/2022</td>
<td>All day</td>
<td>TRIVIA THURSDAY!</td>
<td>Upper Bucks Plaza</td>
</tr>
<tr>
<td>8/26/2022</td>
<td>8:00am</td>
<td>YOUR FUTURE STARTS NOW!</td>
<td>Epstein at Lower Bucks Front Patio</td>
</tr>
<tr>
<td>8/26/2022</td>
<td>6:00pm–9:00pm</td>
<td>OUTDOOR MOVIE NIGHT</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>8/26/2022</td>
<td>All day</td>
<td>FIRST FRIDAY FUN!</td>
<td>Upper Bucks Plaza</td>
</tr>
<tr>
<td>8/26/2022</td>
<td>9:00am–12:00pm</td>
<td>FRIDAY FRY-DAY!</td>
<td>Epstein at Lower Bucks Front Patio</td>
</tr>
<tr>
<td>8/26/2022</td>
<td>8:30am–3:30pm</td>
<td>FINANCIAL AID OFFICE FAFSA FRIDAYS</td>
<td>Newtown The Hub, bottom floor of the Linkz Pavilion</td>
</tr>
<tr>
<td>8/29/2022</td>
<td>9:30am–10:30am</td>
<td>UBC BREAKFAST BINGO!</td>
<td>Upper Bucks Commons</td>
</tr>
<tr>
<td>8/29/2022</td>
<td>10:00am–2:00pm</td>
<td>INVOLVEMENT FAIR</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>8/29/2022</td>
<td>9:00am–12 noon</td>
<td>MONDAY MADNESS!</td>
<td>Epstein at Lower Bucks Front patio</td>
</tr>
<tr>
<td>8/30/2022</td>
<td>10:00am–1:30pm</td>
<td>STUDENT GOVERNMENT ASSOCIATION (SGA) KICKOFF</td>
<td>Newtown Rollins 117/Hybrid</td>
</tr>
<tr>
<td>8/30/2022</td>
<td>10:00am–2:00pm</td>
<td>INVOLVEMENT FAIR</td>
<td>Newtown Quad</td>
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<tr>
<td>8/30/2022</td>
<td>5:00pm</td>
<td>NEW STUDENT CONVOCATION</td>
<td>Newtown Tyler Gardens</td>
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<tr>
<td>8/30/2022</td>
<td>12:30pm–1:30pm</td>
<td>PIZZA ON THE PLAZA!</td>
<td>Upper Bucks Plaza</td>
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<tr>
<td>8/31/2022</td>
<td>10:30am</td>
<td>EAT OUTSIDE DAY</td>
<td>Epstein at Lower Bucks, Front Patio</td>
</tr>
<tr>
<td>8/31/2022</td>
<td>11:00am</td>
<td>WELCOME BACK TABLE W/VICKI</td>
<td>Epstein at Lower Bucks Student Commons</td>
</tr>
<tr>
<td>8/31/2022</td>
<td>12:00pm–3:00pm</td>
<td>PETTING ZOO</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>12:30pm–1:30pm</td>
<td>STUDENT ORGANIZATIONS KICKOFF</td>
<td>Newtown Solarium/Gallagher</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>10:00am–2:00pm</td>
<td>E-MATRIX/VIRTUAL REALITY</td>
<td>Newtown Linkz</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>12:30pm–1:00pm</td>
<td>HABITAT FOR HUMANITY - MEETING</td>
<td>Upper Bucks, Library Learning Studio</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>12:15pm–1:30am</td>
<td>PROGRAMMING CLUB MEETING</td>
<td>Epstein at Lower Bucks, Student Commons</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>All Day</td>
<td>ACTIVITY PLANNING CLUB MEETING</td>
<td>Upper Bucks</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>12:00pm</td>
<td>TALK ABOUT IT TUESDAY W/VICKI</td>
<td>Epstein at Lower Bucks, Zoom</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>12:00pm–2:00pm</td>
<td>SELFIES WITH A HORSE</td>
<td>Newtown Quad</td>
</tr>
<tr>
<td>9/1/2022</td>
<td>All Day</td>
<td>NATIONAL COLLEGE COLORS DAY #2</td>
<td>Upper Bucks</td>
</tr>
</tbody>
</table>
COMMUNICATING AT BUCKS

We use email for all official communication here at Bucks, so it is important to check your email regularly. Remember to use your Bucks email for all school correspondence with college departments and to check this email frequently. This is your official electronic signature as a student.

Many instructors also use CANVAS Inbox, so you will want to make sure you are set up using CANVAS too. Canvas is our learning management system that contains your courses.

Accessing Your Bucks Email

For convenient access to your Bucks email, download the Microsoft Outlook App to your phone.

To access your Bucks email from your computer, go to https://outlook.office.com/mail/

Emailing Your Professor or Department

Need to contact your professor? Go to http://ac.bucks.edu/apps/directory/profile/. Need to contact a College department such as Financial Aid or Advising and Transfer Services? Go to http://ac.bucks.edu/apps/directory/departments/

Accessing CANVAS Inbox

Most of your courses at Bucks will have a Canvas component. Many of your instructors will utilize the Canvas Inbox tool for communication. This is another great way to communicate with your professors.

Here’s the link to access instructions on how to use Canvas Inbox: https://community.canvaslms.com/knowledgebase/articles/2663931/how-do-i-use-the-inbox-as-a-student?tab=532

GET INVOLVED

You are now part of a vibrant, engaging environment with opportunities to grow personally and develop skills that will help you both inside and outside of the classroom. Want to know the best way to start this life-changing journey? Get Involved!

To do this, connect with Student Life! Don’t just spectate—PARTICIPATE!

You also want to make sure you are set up on our Bucks+ app. Suitable is the name of the app you will search for in the app stores. We use Bucks+ as our way to communicate events going on throughout our campuses. We have a presence on all social media platforms, so connect with us on there too to stay in the know!

Student Organizations

Studies show that students who participate in extracurricular activities in college increase their sense of belonging, which increases the likelihood of success in all areas of life here at Bucks! Getting involved will help you make friends, develop relationships with faculty and staff, build your resume, and make a positive impact on the campus.

We are so proud to offer 40+ Clubs and Organizations for you to explore and join. Some are related to academic majors, some are involved in planning events, and others are here to satisfy interests and hobbies. Now is a great time to step outside your comfort zone and do something new!

All our organizations are looking for new members and would love to welcome you to their next meeting. Plus, you don’t have to be on campus to attend meetings since every meeting has a virtual option for students. Our Bucks+ app allows you to connect with a student organization. Pick one or two and join today!
ACTIVE STUDENT ORGANIZATIONS

Educational
- Association for Computing Machinery (Student Chapter)
- Biology Club
- Bucks Business Association
- ChemClub
- First Generation
- Future Teachers Organization (FTO)
- Kinesiology & Sports Studies Club (KISS)
- Nursing Club
- Psychology Club
- Society of Bucks Engineers
- Teachers of Tomorrow
- Women in STEM

Arts & Media
- BC3 Music Society
- BC3D Sculpture Club
- Centurion Newspaper
- Ceramics Club
- Drama Club
- Glass Arts Society of Bucks
- Printmaking Club
- Radio BUX
- Tyler Literary Society

Service/Causes
- College Democrats
- College Republicans
- Habitat for Humanity
- Peyton Heart Project Club
- Veterans Club

Diversity
- Black Student Union
- Disability Pride
- Open Door Club (LGBTQ+)

Honors Organizations/Studies
- Delta Psi Omega
- Honors@Bucks
- Kappa Beta Delta (KBD)
- Lambda Nu Honor Society
- National Society of Leadership and Success (NSLS)
- Phi Theta Kappa (PTK)

Recreation
- Cosplay Club
- Dungeons and Dragons
- Epic Poker Club
- Field & Stream Club
- Gaming Club
- Keeping It Reel

Faith-Focused
- Catholic Student Association
- Coalition for Christian Outreach (CCO)
- Hillel Club
- InterVarsity Christian Fellowship
- Muslim Student Association

Student Leadership
- Lower Bucks Programming Council
- Student Government Association (SGA)
- Student Programming Board (SPB)
- Students Planning Activities (SPA)

PARTICIPATE!
Stay engaged by participating in all the fun and interesting events we have throughout the year! Be sure to check out our calendar and see what is happening every day on campus. Add them to your own calendar so you can meet up with friends at the ice cream socials, listen to music at our coffee house performances, help our community during our service-learning activities, take an experiential trip off-campus with us, and so much more!

ACCESSING SOCIAL MEDIA

RESOURCES FOR SUCCESS
Become a Leader
There are plenty of leadership opportunities at Bucks that will help you grow as a leader and a person regardless of your previous leadership experience, and you’ll get to meet and work with awesome students and staff! All our student organizations will provide you with opportunities to gain leadership experience and skills that will help you during your time here at Bucks and prepare you for a successful future. Below, highlighted are three leadership opportunities available. Be sure to look at all the other student organizations and athletic teams to discover what will be a good fit for you!

Student Government Association (SGA)
Make A Difference!
SGA serves our school community in a variety of ways and is the chief liaison between the students and the College administration. SGA plans and sponsors events and activities throughout the year. If you are interested in joining this year, email studentlife@bucks.edu to find out about any open positions that may need to be filled. New students are also encouraged to attend the monthly SGA meetings to meet this year’s officers and add your voice to the conversation! Joining SGA will be a great addition to your resume, and you can run for an officer position at the end of this school year.

Student Programming Organizations
Create Fun and Memorable Events!
The Student Programming Organizations are made up of students who plan and execute activities on our campuses with assistance from the Office of Student Life and Athletics, as well as other clubs who may be interested in co-sponsoring. They oversee events such as the Fall Fest, Outdoor Movie Nights, WinterFest, Open Mic Nights, Spring Fling, and more! Do you have an idea for a program or event and want to see it here at Bucks? Do you enjoy or want to get more experience in event planning? Then send us an email at studentlife@bucks.edu for more information on how to join. Student Programming Organizations are open to all students.

Bucks Athletic Programs
Athletic programs provide students with a robust offering of opportunities outside of the classroom to help you grow and expand your experiences while generating a sense of pride in the College community and yourself. Bucks County Community College varsity sports are Division II (non-athletic scholarship) and compete in the United States Collegiate Athletic Association (USCAA). Currently, Bucks offers six intercollegiate sports in the USCAA in addition to 8 club sports. Learn more about our athletic programs at www.athletics.bucks.edu.

Having trouble with technology?
Contact the Help Desk: helpdesk@bucks.edu or 215-968-8191
To reset your password, go to https://www.bucks.edu/resources/it/password/ LibGuides  https://bucks.libguides.com/HelpDeskStudents
STUDENT SUPPORT SERVICES

College is a wonderful time to learn academically, pursue career goals, and grow personally. It is also important to care for yourself, continue to learn about yourself, and obtain support to help you thrive in both your courses and beyond. Here are several of our most used student support services.

Academic Success Center (ASC)
Connect with a peer mentor or a tutor to develop personalized strategies to build your path to success.

Tutors are available at all locations and online to help you with coursework in approximately 30 subjects! Writing tutors can help with reading, writing, and study skills for any course, and can even help with scholarship and transfer application essays.

Peer Mentors called Success Advocates (SAs), are here to help their fellow students navigate college life, specifically life at Bucks. SAs can help you find your classrooms, organize your syllabi, and connect with the Bucks community.

Workshops can be a fantastic way to develop a successful skill like time management or develop a life skill like decision making. The ASC provides real-time and asynchronous options to help students be successful in a format that works best for you.

Study Groups are an excellent way to get to know your peers and connect with college resources. The ASC can work with your study groups to help you make the best use of your time together and support you with any concept reviews that may come up.

Bucks 360° is a service that provides additional comprehensive and collaborative support for students who qualify. If you qualify for the PHEAA Grant, visit their website for additional information and an application.

To learn more, visit www.bucks.edu/asc, or call 215-968-8044.

Accessibility Office
The mission is to assist in securing access to an equal education at Bucks County Community College for students with documented disabilities; to encourage an environment of diversity through awareness and education, and to foster campus-wide ownership of accessibility.

If you have any questions or need assistance, please feel free to call (215) 968-8182 or email at accessibility@bucks.edu

EATING AT BUCKS
Well, what is college life without some good, fun food? Eat at Bucks Grille & Café!

- Enjoy hot entrees, international cuisine, and comfort foods, featuring Bucks BBQ Fridays!
- Grab a slice at Pizza Villaggio, as well as calzones, strombolis, garlic knots and other specialties!
- The Grille offers cheesesteaks, burgers, eggs to order, breakfast specials, fries, chicken fingers and more!
- Get a made to order hoagie, wrap, or grilled panini at our Delicatessen!
- PLUS, house made soups, breakfast and salad bars, ice cream, pastries, chips, snacks, candy and chilled beverages!

We Proudly Serve STARBUCKS!
Your favorite hot and cold Starbucks beverages including lattes, Frappuccino, espresso, cappuccino, macchiato and teas, gourmet pastries and baked goods, freshly made Quik Pik sandwiches, salads, desserts and snacks!
BUCKS COUNTY COMMUNITY COLLEGE

UNDERGRADUATE ASSOCIATE DEGREE & CERTIFICATE PROGRAMS

ARTS AND COMMUNICATION

- Art and Art History
- Cinema Video Production
- Communication Studies
- Fine Arts
- Fine Woodworking
- Furniture and Cabinetmaking
- Graphic Design
- Multimedia and Digital Arts
- Music
- Photography and Applied Photography
- Web Design and Multimedia

BUSINESS & INNOVATION

- Accounting & Analytics
- Business
- Business Administration
- Baking and Pastry Arts
- Culinary Arts
- Emergency Management
- Fire Science
- Hospitality Management
- Meeting, Convention, and Event Planning
- Paralegal
- Social Media and Digital Marketing
- Technical Entrepreneurship

HEALTH SCIENCES

- Computed Tomography
- Dance
- Diagnostic Medical Sonography
- Exercise Science
- Health Coach
- Health Information Technology
- Health and Physical Education
- Health Science
- Magnetic Resonance Imaging
- Medical Assistant & Medical: Administrative Specialist
- Medical Coding/Billing
- Medical Laboratory Technician
- Nursing
- Patient Care Technician
- Phlebotomy
- Public Health
- Radiography
- Recreational Leadership
- Sport Management

John Mathews, Dean
Dr. Connie Corrigan, Dean
Greg Luce, Interim Dean

For more information go to: BUCKS.EDU/ACADEMICS
RESOURCES FOR SUCCESS

UNDERGRADUATE ASSOCIATE DEGREE & CERTIFICATE PROGRAMS

LANGUAGE & LITERATURE
- English
- English as a Second Language
- General Studies
- General Education Certificate
- Global Studies/World Languages
- Guided Studies
- Journalism
- Liberal Arts

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS
- Advanced Technology
- Biology and Biotechnology
- Biomedical Sciences
- Brewing and Fermentation
- Chemistry
- Computer Network Technology
- Computer Science
- Cybersecurity
- Data Science
- Engineering
- Engineering Technology
- Environmental Science
- General Education – STEM Certificate
- Individual Transfer Studies
- Information Science
- Information Technology
- Mathematics
- Neuroscience
- Science
- Secondary Education in Mathematics

SOCIAL & BEHAVIORAL SCIENCE
- Criminal Justice
- Education
- Historic Preservation
- History
- Psychology
- Social Science
- Social Work

BUCKS.EDU
Basic Needs and Community Resources
Addressing the basic needs crisis is a priority for Bucks County Community College. Whether it’s food insecurity or homelessness, we know many of our students do not have what they need to meet their higher education goals. Basic Needs refers to the food, stable housing, and wellness security of our students at Bucks County Community College as well as community members. We have created support programs and resources that can assist our students in meeting their basic needs and promote their academic success.

Basic needs security has been shown to have a direct impact on the mental-emotional-physical health, wellness, academic performance, professional development, and holistic success of our students. Bucks looks to increase accessibility to food, housing, mental wellness along with financial resources.

Visit the Bucks Market Pantry locations at any campus.
Visit the website at: www.bucks.edu/basicneeds/

Bucks Online
This is the place to go when you need help with using the tools in Canvas. Before you take any online courses, you can access Canvas Basics, a free student course to learn how to use the Canvas tools and learn some tips for success with online learning. Students can expect to access Canvas approximately 2 weeks prior to the start of any of their courses regardless of if it is an eLearning course or any other modality. However, students cannot access the actual course until the day it begins.

Contact: online@bucks.edu or call 215-968-8052. Issues logging into Canvas are handled by the Help Desk.

Bucks Library
Our library is more than just books! The library offers a variety of inviting spots for you to study quietly or to work on projects with your peers. Librarians are available to help with research questions like locating scholarly articles for your assignments. There are plenty of computers and laptops in the library to use for Zoom classes, to take tests, or to print. Libraries are located on all three physical campuses and online.

Visit the library website to access databases, chat with a librarian, search for books, check hours, and so much more! https://www.bucks.edu/library

Career
Through individual career counseling and other services, Career Services help students and alumni through the career planning and job search process.

To schedule an appointment or questions, call 215-968-8195 or email: career@bucks.edu

Counseling
It can be challenging to make important decisions about your education, career, and life. You may be wondering how to choose your major, make a career change, or balance your personal and academic responsibilities. Student Services Counselors can assist. Counseling offers a variety of services to assist you with decision making, goal setting, and problem-solving when personal issues interfere with academic pursuits. Counseling is available on all Bucks campuses. Students may connect with a counselor face-to-face, by telephone, or email.

To schedule an appointment, call 215-968-8189 or email: counseling@bucks.edu. You can also stop by the Student Services area at any of the Bucks campuses.
Early Childhood Learning Center (ELC)
The Early Childhood Learning Center’s mission is to provide excellent care and education for the three- to five-year-old children of the students, alumni, faculty, and staff of Bucks County Community College, and is also open to the local community (so tell your friends). Our programs enable parents to participate in college classes, programs, and activities while their children have fun! We value community, diversity, respect, excellence, and joy, and strive to provide an environment in which children, parents, teachers, and college students learn, explore and grow together.

For more information call 215-968-8082 or email: Joann.Eckley@bucks.edu

KEYS
Keystone Education Yields Success (KEYS) assists students who receive Temporary Assistance for Needy Families (TANF) and Supplemental Nutritional Assistance Program (SNAP) in their pursuit of post-secondary education. Students enrolled in the program can meet regularly with program staff who will help them meet their educational goals by providing career counseling, tutoring and academic support, including help with financial aid, facilitating supportive services available through the County Assistance Office (CAO) and/or the College, and connecting students to other community service agencies. KEYS is funded by the Pennsylvania Department of Human Services.

Eligible students who are interested in enrolling in KEYS should contact their caseworker (if applicable) at their assigned CAO for a referral or contact the KEYS office directly at 215-504-8621 or keys@bucks.edu

Media Lab
Come see the lab where you can create your course-related projects, even in Virtual Reality!

When you and your classmates need to work on projects, the media lab has workstations and software for you to use. Stop by the Virtual Reality (VR) Lab while you are there to learn how to utilize VR in your studying.

Location: The Bucks Library

PLA
The Prior Learning Assessment (PLA) Program can help you attain equivalent credit for the college-level learning you have achieved outside the traditional college classroom. PLA can save you time and money because you may not be required to take courses for the material you have already learned. Equivalent credit is awarded for learning that matches a particular course in your Program of Study at Bucks.

Credit could be granted through participation in training, certifications, high school technical programs, military transcripts, or work experience. The complexity of the PLA process can vary so feel free to create and pursue your PLA plan by using the resources available on the PLA web pages https://www.bucks.edu/academics/pla/

Contact the PLA Office directly regarding your questions, concerns, and to discuss your personalized PLA plan. Call 215-968-8183 or email pla@bucks.edu

Student Mental Health
Bucks County Community College is committed to the promise that we will provide all students with comprehensive and innovative support personalized to their unique needs, challenges, and preferences. As we strive to support students to achieve their goals through a culture of care, we recognize student mental health plays a vital role. Every member of our campus has many obligations, roles and relationships that may be a source of support but may also cause stress.

It is important to us that resources and information are available to you to support your mental health and wellbeing. If you or someone you know is experiencing a mental health crisis, there are many options for immediate support. Our website provides information not only for you, but also for your friends and family. Please look how to familiarize yourself with these resources so you know where to go if they are needed.

At Bucks County Community College, our goal is to support you in your academic progress and professional pursuits. We want to see you excel in your studies and achieve your dreams. To help you to maximize the value of your education and assist you on your journey, we are here to help you in any way we can.

For more information visit: https://www.bucks.edu/resources/counseling/studentmentalhealthsuicidepreventionplan/
Title IX/Gender Based Misconduct

Bucks County Community College is committed to providing a place of work and study free of intimidation, harassment, exploitation, discrimination, or violence, and complies with Title IX of the Education Amendments of 1972, which prohibits discrimination based on gender (including sexual harassment, sexual misconduct and sexual violence) in the College’s educational programs and activities.

If you are experiencing or have recently experienced any form of sexual misconduct, please contact Kevin Antoine, Title IX Coordinator, at 215-968-8093, Matt Cipriano, Deputy Coordinator, at 215-968-8255, or any administrator.

In an emergency or off-hours situation, always call 911 or Security and Safety at 215-968-8911.

https://www.bucks.edu/discover/diversity/ix/

Transfer

Early planning for your transfer is the key to success when you intend to make your education at Bucks the foundation for a bachelor’s degree at a college or university. Our students transfer to colleges and universities across the country and abroad. Transfer Services will help you connect with your transfer school and assist in matching up your Bucks credits to what you need at the transfer school. This could be as easy as taking advantage of the many agreements Bucks has with colleges and universities.

Explore transfer types at: https://www.bucks.edu/academics/transferplanning/agreement-types/

Contact Transfer Services for questions or to make an appointment. Call 215-988-8031 or email transfer@bucks.edu.

Veterans

Bucks County Community College is committed to helping our Active Duty, Reserve and Veteran service members and their eligible dependents reach their educational goals. We offer services to assist you in admissions, career services, student life and more! We encourage you to browse the Veterans section on our website to find valuable resources that will support both your academic and extracurricular endeavors. You have served our country, now Bucks County Community College can serve you. Learn about resources available at the College.

Questions about your benefits? Call 215.968.8039 or email VABenefits@bucks.edu

Every semester, you will have either a faculty advisor or professional advisor assigned to you. You can find their name in Self-Service under your program of study, but they will also reach out to you in your Bucks email when advising for the next semester.

You can consider your advisor to be your main contact throughout your college life - be it course selections, connecting to the right college resources, or transfer-related questions pertaining to attending colleges and universities after Bucks.

Three Campuses and Online:

NEWTOWN | 215-968-8000
275 Swamp Road, Newtown, PA 18940

BRISTOL | 267-685-4800
1304 Veterans Highway Bristol, PA 19007

PERKASIE | 215-258-7700
One Hillendale Rd, Perkasie, PA 18944

BUCKS ONLINE | 215-968-8052
Learn from anywhere
ADVISING

Here are some answers to some frequently asked questions about advising:

Why get advised?
Meeting with an advisor will ensure that you stay on track and take the right courses for your degree. You will be guided in taking electives that align with your course goals and prepare you for transfer to your desired transfer school.

When should you get advised?
We recommend that you meet with your advisor every semester. Advising approval is required for fall and spring semesters. Advising for the fall semester begins in March and advising for the spring semester begins in October.

Who is your advisor?
You will be assigned a faculty or professional advisor based on your major. This information can be found in Student Planning under Advising. If you are unsure, contact the department of your major
http://ac.bucks.edu/apps/directory/departments/

How to choose classes?
It is important to choose the correct courses to avoid wasting money and time (but remember your advisor will help you with this). You want to choose classes that will put you in the best position to succeed.

Some things to consider are your work schedule, transportation requirements, access to technology, comfort level with technology, the time of day when you are most productive, and any transfer plans you might have after Bucks.

We offer lots of course modalities, and you can do any form or combination which works for you. Here are the terms we use:

- Face-to-Face: Traditional courses that take place in the classroom;
- Hybrid: Course time is split between the classroom and online through Canvas;
- Online Asynchronous: A fully online course through Canvas;
- Synchronous via Zoom: A course that meets regularly online via zoom.

What is the difference between full-time versus part-time?
A minimum of 12 credits in a semester is considered full-time at Bucks. Part-time is less than 12 credits. It is important to consider the number of hours devoted to homework, as well as the number of hours you work at a job, when building your course schedule.

Note: If your goal is to graduate within two years, we like to recommend students take 30 credits/year (in any sessions or combination which works for you) because we think it keeps students motivated and more likely to graduate - and well, we want you to graduate Bucks. However, we know each student has different circumstances, so we will always work with you. Be sure to have a conversation with your academic advisor to determine the best path for you!

Contact Advising at: 215-968-8031; advising@bucks.edu
https://www.bucks.edu/academics/advising/
### REGISTERING FOR CLASSES

Once you meet with your advisor, remember you need to register for classes! This guarantees your place in the course.

Follow the registration instructions carefully, and complete all the steps, including the payment section.

### How to Register

Take a look at the following video to learn how to register for your classes: https://player.vimeo.com/external/494152038.hd.mp4?s=e91c7ef79bb4c03b7562a5189e3a6e83bd6facb88&profile_id=175

You can adjust your course schedule until the semester starts without concern about losing money.

However, after the semester starts, you need to be aware of the drop/add timeline described in the Academic Calendar: https://www.bucks.edu/calendarnews/academiccalendar/

Depending on when you drop a class you can lose money. If you have financial aid, it is important to check with the Financial Aid office before you drop a class because it could impact your financial aid.

### Dropping and Withdrawing from a Course

We know whenever you start a class, you have every intention to complete it, but we also know sometimes life happens.

There is a difference between dropping and withdrawing from a class. If you drop a class, it will be removed from your schedule, and you will receive a refund. Refer to the Academic Calendar to determine the amount of your refund. The drop period is always at the beginning of the semester.

The withdrawal period is in the middle of the semester. There is no refund, and a W appears on your transcript showing that you have attempted the course but withdrew. This will not negatively impact your GPA.

We recommend contacting your advisor prior to dropping or withdrawing from a course.

### PAYING FOR COLLEGE

#### Here are some of the ways students pay for college:

#### Financial Aid

If you plan to file for Financial Aid (grants and/or loans), you must complete the online Free Application https://www.bucks.edu/payment/aid/applications/

Make note of filing deadlines. If you file late you may have to make a payment up front. Financial Aid TV (FATV) provides 24/7 access to short videos that discuss important financial aid topics. https://bucks.financialaidtv.com/

#### Out-of-Pocket

Payment is accepted in the form of credit/debit card, cash (in-person only), or check. A Tuition Payment Plan is also available if you need additional time to pay. Information about methods of payment can be found at https://www.bucks.edu/payment/pay/

#### Scholarships

Bucks has numerous scholarship opportunities available to current students. Our easy-to-use website will match you up with scholarships for which you are eligible. Take a look at the website for more information, including application deadlines. http://www.bucks.edu/about/foundation/scholarships/

#### TIPS about Paying for College:

- Please go to Bucks Self-Service Finance to view your bill electronically (student account statements are no longer being mailed)
- You can use the Student Finance tab on Bucks Self-Service to view your account summary and pay for your tuition and fees. You can also check your Financial Aid status through Bucks Self-Service Financial Aid but always check with the Financial Aid Office for details of your financial aid eligibility and application status if you have questions).
- For questions regarding tuition payment, contact the Student Accounts office at 215-968-8035 or accounts@bucks.edu. For questions regarding Financial Aid, contact the Financial Aid Office: finaid@bucks.edu or 215-968-8200. For questions regarding Veterans Affairs Education Benefits (GIBill®), contact VABenefits@bucks.edu or 215-968-8490
OUR MOST FREQUENTLY ASKED QUESTIONS

Okay, so just in case we did not cover some of these things in the above summary of resources, here are answers to some of our most frequently asked questions for new or newer students:

1. How do I obtain my parking permit?
   Apply for your Parking Permit online here: https://www.bucks.edu/resources/security/parking-permits/

2. How do I get my student ID card?
   Submit your own photo through your Bucks email. Your ID will be mailed to you or available for pickup at the campus library of your choice. Follow the instructions at https://www.bucks.edu/media/bcccmedialibrary/library/pdf/StudentIDCardFlyerJune06132022.pdf

3. How do I find the books I need for my courses?
   Books for your courses can be obtained at the Newtown Campus bookstore. They can also be found online on the bookstore website at https://www.bkstr.com/bucksstore/shop/textbooks-and-course-materials. Please keep in mind that professors can change course materials that are needed so it may be best to wait until your first day of class to get your books. (Note: If you purchase your books before your first class, keep your receipts and do not break any seals on the packaging).

4. How do I grant my parents’ permission to view my grades and/or financial information?
   To release the confidentiality of your grades and/or financial information to a parent or guardian, you can log into Student Planning and from the student menu, select View and Add Proxy access. This proxy access to grades is limited to what students can see in self-service.

5. How do I drop a class?
   If you wish to drop a course during the Drop Period, log into the Student Planning module and go to Plan and Register. The courses you are currently enrolled in will be listed on the left. To drop a course, select Drop. Please reference the Academic Calendar for refund policies for courses that are dropped. Please note: Dropping a class is not the same as withdrawing from a course.

6. How do I withdraw from a course?
   If you wish to withdraw from a course during the Withdrawal Period, you should speak with your advisor and professor. Be cautious as withdrawing from a course may have an effect on your Financial Aid, Athletic, or other school status. If you decide that you want to withdraw from a course, you will need to fill out a Withdrawal Form at the Admissions Office. https://www.bucks.edu/admissions/records/forms/

   An alternative option is to send an email to admissions@bucks.edu from your Bucks email account that includes your full name, student number and course(s) from which you would like to withdraw. Make sure to keep all emails and/or documentation regarding withdrawing from courses. Please refer to the academic calendar for withdrawal period deadlines. Please note: Withdrawing from a class is not the same as dropping a class. We suggest you talk with your academic advisor before withdrawing from a course.

7. How do I change my major?
   To change your major, you can go to: https://www.bucks.edu/admissions/records/forms/ You will see Change of Major form. You will log in and click Change Major, enter information, including your old major and what you would like your current major to be, type YES in the box at the bottom and hit submit. You will receive an email. We suggest a conversation with your academic advisor as well.

8. How do I request my official transcript?
   To request an official transcript, follow the link below https://www.bucks.edu/admissions/records/transcripts/

9. Where can I find answers to my financial aid questions?
   You can contact the Financial Aid Office directly by phone, 215-968-8200 or by email, finaid@bucks.edu.

Every student is required to take COLL 101-College Success Seminar. This is a 1-credit class and will introduce you to even more of Bucks’ resources, services, and policies. You will explore various majors and develop a solid academic plan for your educational success. Enjoy connecting with students and faculty and learn about even more activities available at Bucks.
From all of us at Bucks, WELCOME!

Quick Resource Directory

bucks.edu/resources