

Student Resources: Quick Guide

Harold Washington College is in your corner!

We have specialized support services to help you succeed.



HW

RESOURCES FOR SUCCESS

What do you need?

Visit an advisor to plan my classes

Advising Office, Room 203, 312-553-5879
(or make an appointment through GradesFirst at ccc.gradesfirst.com)

College Advisors are available to assist you with goal setting, career exploration, choosing a focus area, creating an education plan, selecting classes, reviewing semester maps, and applying for graduation. All City Colleges online courses are offered at Harold Washington College. Your advisor can help you register for these courses.

www.ccc.edu/advising

Transfer to a 4-year college

Transfer Services Center, Room 1139, 312-553-5778

The Transfer Center can help you transition to a four-year college including researching where you want to attend, learning about transferable courses, and applying for admission and transfer scholarships.

www.ccc.edu/transfer

Attend Tutoring

Students can meet with a tutor by visiting one of the following tutoring locations:

- Main Tutoring Center - Room 409
- Art /Architecture Tutoring - 8th Floor (Must be currently enrolled in an HWC Art /Architecture course)
- ELL and World Languages - Room 310
- Math Tutoring - Room 702
- Math Emporium- Room 502 (Subject to Availability)
- Music Tutoring - 3rd Floor
- Science Tutoring - Room 923
- Writing Lab - Room 407A

(To view tutor availability, visit ccc.gradesfirst.com)

Tutoring Centers offer free tutoring and academic support services to assist students in achieving personal and academic success. Individual, online and group tutoring sessions are available. Additionally, attend the drop-in tutoring events for midterms and finals to prepare for exams with the assistance of a tutor!

www.ccc.edu/tutoring

Get help from a professor

Go to faculty or department office hours. // See your class syllabi for locations and times.

Find a job or internship

Career Center, 11th Floor, outside Room 1140, 312-553-3000

Stop by the Career Center to explore career options and take assessments to identify your interests and strengths. You can also learn how to complete a job application, create a resume and interview effectively to help you land a job or internship.

www.ccc.edu/careerservices

Get help with a personal or confidential issue or referral for services

Wellness Center, Room 1041, 312-553-6072

Wellness Centers offer personal and group counseling, stress and time management coaching, and referrals to community resources including low-cost medical/dental care, emergency housing, groceries, legal services and child care.

www.ccc.edu/wellnesscenter

Order books or supplies for class

Through the CCC Online Bookstore.

Students who purchase materials through the CCC Online Bookstore and ship their orders to campus can pick them up in Room 104A.

www.ccc.edu/bookstore

Check out a library book

Library, 5th Floor, 312-553-5760

Your College Library offers electronic, database and print media to support the scholarly work of students, faculty and staff as well as individual and group library and information literacy instruction. The library also has computers available for academic use.

www.ccc.edu/libraries

Get help from security or report a safety concern

Security Office, Room 206, (312) 553-5643,
HWCSecurityInfo@ccc.edu

www.ccc.edu/security



CITY COLLEGES of CHICAGO

Harold Washington



Ask a question about financial aid

Financial Aid Office, Room 101, 312-553-6041

The Financial Aid Office works closely with students and families to provide financial assistance in the form of grants, loans and work-study from federal and state resources. For help filling out the FAFSA form, visit this office.

www.ccc.edu/financialaid

Learn about scholarship opportunities

Financial Aid Office, Room 101, 312-553-6041

Staff in the Financial Aid Office are happy to help with the search for scholarships. They can provide info on college-specific awards as well as resources to look for outside scholarships.

www.ccc.edu/scholarships

Learn about veterans benefits

Veterans Services Center, Room 203E, 312-553-5717

The Veterans Services Center provides resources to current active service members and veterans, as well as their dependents. Resources include assistance with the transition from military to college life, information on VA benefits and credit transfer procedures, and a place to network with other veterans.

www.ccc.edu/veterans

Access services for students with disabilities

Disability Access Center (DAC) Room 107, 312-553-3050

The Disability Access Center provides coordination and supportive services for students with documented disabilities. CCC makes every effort to integrate students with disabilities into all courses and programs.

www.ccc.edu/dac

Get testing assistance

Testing Resources Center, Room 402, 312-553-3195

The Testing Resources Center provides a variety of testing services to assist students as they pursue their academic goals. Placement exams can be taken here.

www.ccc.edu/testing

Request records and registration information

Registrar, Room 209, 312-553-6060

The Registrar's Office can help you with transcript requests, enrollment and registration inquiries, graduation application information, degree and enrollment verification requests (including student loan deferment requests), record inquiries and updates (name, address, phone, email, etc.) and Family Education Rights and Privacy Act (FERPA) requests.

www.ccc.edu/registrar

Get a loaner laptop

IT Office, Room 403, 312-553-3030

City Colleges of Chicago credit students who meet eligibility requirements may borrow a Windows laptop free of charge for up to 4 weeks. Laptops are issued on a first-come, first-served basis.

www.ccc.edu/borrowlaptop

Use a computer to write a paper, research for class or check your email

Open Computer Lab, Room 404 or use walk-up computers on lower level, in 1st floor lobby, in 2nd floor atrium, and on 4th, 6th and 7th floors. Computers also available for academic activities in library on 5th floor.

Whether you need to use a computer to complete an assignment or need to check your personal email between classes, you're welcome to stop by the computer lab. The Open Computer Lab has computers and printers for student use.

www.ccc.edu/computerlabs

Get involved in a club

Student Activities Center, Room 204

312-553-5681, hwcstudentgov@gmail.com

Read more in the SGA & Student Club Handbook:

www.ccc.edu/SGAhandbook

Student Clubs and Organizations are an important part of student life at CCC. Student Clubs provide an opportunity to socialize and learn new leadership skills with peers and advisors.

www.ccc.edu/studentorganizations

Get free legal advice

Chicago Legal Clinic, Room 1027, 312-226-2669

Tuesday, 2 to 5pm • Thursday, 11:30am to 2:30pm

The Legal Clinic assists students, faculty and staff with issues of domestic violence, landlord/tenant, debt elimination, employment, pro-bono, and immigration.

www.ccc.edu/hwclegalclinic

Obtain a CTA Ventra U-Pass

Business Office, Room 207, 312 553-5621

Students who enroll full-time in college credit courses are eligible to receive a Ventra U-Pass, which offers unlimited rides on any CTA (Chicago Transit Authority) bus or train.

www.ccc.edu/UPASS

Report a concern

Call 773-COLLEGE

Don't be afraid to speak up if something should be changed. We want to hear from you.

hwwashington.ccc.edu/AskthePres

