

# Student Resources: Quick Guide

**Truman College is in your corner!**

We have specialized support services to help you succeed.

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RESOURCES FOR SUCCESS

## What do you need?

### Start off college strong

Student Services // Larry McKeon Student Services Building, Room 118  
Whether you are a prospective student looking for help with the application process or a current student looking to speak with an advisor, start college off strong with assistance from the student services team.

### Visit an advisor to plan my classes

Advising Center // Larry McKeon Student Services Building, Room 118  
*(or make an appointment through GradesFirst! at [ccc.gradesfirst.com](http://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. If you're looking for online courses, they are offered through Harold Washington College. Your advisor can help you register for these courses.

[www.ccc.edu/advising](http://www.ccc.edu/advising)

### Transfer to a 4-year college

Transfer Center // Main Building, Room 1220A (Wilson Avenue Lobby)  
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](http://www.ccc.edu/transfer)

### Request records and registration information

Registrar's Office // Larry McKeon Student Services Building, Room 135  
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](http://www.ccc.edu/registrar)

### Find a job or internship

Career Center // Main Building, Room 1220A  
The Career Center can help you decide on a career and choose the best academic program to get you there. 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](http://www.ccc.edu/careerservices)

### Need to Reset Your CCC Password?

Visit the self-service password reset tool at

<https://passwordreset.ccc.edu>

### Get tutoring in a difficult subject

Tutoring Center//Larry McKeon Student Services, Bldg., Room 177 //  
Writing Center, Main Building, Room 1435 //  
Math Center, Main Building, Room 1176 //  
CIS Lab, Main Building, Room L567 //  
Reading Center, Main Building, Room 1220B //  
Science Center, Main Building, Room 1440 //  
World Language Center, Main Building, Room 2300A  
Tutoring Centers offer free tutoring and academic support services to assist students in achieving personal and academic success. One-on-one, online and group tutoring sessions are available.

[www.ccc.edu/tutoring](http://www.ccc.edu/tutoring)

### Get help from a professor

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

### Get testing assistance

Testing Resources Center // Larry McKeon Student Services Building, Room 136  
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](http://www.ccc.edu/testing)

### Fast track your education with CLEP testing

Testing Center // Larry McKeon Student Services Building, Room 136  
The College-Level Examination Program (CLEP) gives students the opportunity to receive credit for knowledge previously acquired by earning qualifying scores on any of 30 examinations.

[www.ccc.edu/services/Pages/CLEP-General-Exam.aspx](http://www.ccc.edu/services/Pages/CLEP-General-Exam.aspx)

### 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 1935.

[www.ccc.edu/bookstore](http://www.ccc.edu/bookstore)

### Check out a library book

Cosgrove Library // Main Building, Lower Level, Room L625  
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](http://www.ccc.edu/libraries)



## Ask a question about financial aid or learn about scholarship opportunities

Financial Aid // Larry McKeon Student Services Building, Room 106

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 or to learn about scholarships, visit this office.

[www.ccc.edu/financialaid](http://www.ccc.edu/financialaid)

## Learn about veterans benefits

Veterans Services Center // Larry McKeon Student Services Building, Room 106

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](http://www.ccc.edu/veterans)

## Access services for students with disabilities

Disability Access Center // Main Building, Room 1435

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](http://www.ccc.edu/dac)

## Succeed with TRiO

TRiO // Main Building, Room 1435

TRiO's mission is to provide support services to its students and ensure a smooth transition to four-year institutions. Over the years we have successfully created a vibrant community of active learners who become academically engaged and prepared to take on leadership roles. By providing these types of opportunities, TRiO empowers its students to succeed in college and beyond.

<http://www.ccc.edu/colleges/truman/departments/Pages/TRiO-Student-Support-Services.aspx>

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

Wellness Center // Main Building, Room 1946

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](http://www.ccc.edu/wellnesscenter)

## Get a loaner laptop

Loaner Laptops // Main Building, Room 3921

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](http://www.ccc.edu/borrowlaptop)

## Exercise

Fitness Center // Dave Rowlands Sports Center

Go for a run, lift weights, or stretch out at our college fitness center.

## Join a sport

Athletics // Main Building, Room 1435

Athletics play an important role in student life at the City Colleges of Chicago. Many of our athletes have transferred their talents onto four-year college and university teams and others play intramurals for fun.

[www.ccc.edu/athletics](http://www.ccc.edu/athletics)

## Get involved in a club

Student Activities Center // Main Building, Room 1623

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](http://www.ccc.edu/studentorganizations)

## Find care for a pre-school age child & summer day camp

Childcare Center // Main Building, Room 1128

The City Colleges of Chicago operates Child Development Laboratory Schools for children two to five years of age at five of the colleges, allowing students to take classes knowing their children are well cared for. Truman's offers a summer day camp program for children four to nine years old.

[www.ccc.edu/trcdlc](http://www.ccc.edu/trcdlc)

## Report a concern

President's Office // Larry McKeon Student Services Building

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

## Get help from security or report a safety concern

Safety and Security Office // Main Building, Room 1112

In case of an emergency, call 9-1-1 from any telephone to get prompt Chicago Police or Fire/Ambulance response. Then notify campus security – 773.907.4800 to mobilize additional emergency resources. Refer incidents or problems to any Truman Security Officer or 773.907.4800.

[www.ccc.edu/security](http://www.ccc.edu/security)

## Keep up with the latest news and events at Truman

- READ TRUMAN NEWS – a link to the online edition is delivered to your CCC email address weekly
- LIKE Truman College on Facebook: [www.facebook.com/trumancollege](http://www.facebook.com/trumancollege)
- Visit the Truman College events webpage: [www.ccc.edu/colleges/truman/events/Pages/default.aspx](http://www.ccc.edu/colleges/truman/events/Pages/default.aspx)
- View the LCD message screens on campus

## Use a Computer Lab

Writing Across the Curriculum (WAC) Lab, Main Building, Room 2241 // CTC

Lab, Main Building, Room L112 // CLEMS Lab, Main Building, Room 3186 // CAD

Lab, Main Building, Room L933 // CIS Lab, Main Building, Room L567 // Library,

Main Building, Room L625 // General Computing Lab, Main Building, Room 1104

Truman College provides computer lab access for City Colleges of Chicago students. Check posted hours for each individual lab.

## How are we doing?

In every interaction with CCC staff, you are entitled to respectful, courteous and professional services. To report a customer service problem or praise a staff member, please call 773-COLLEGE.