

SPRING 2023



Welcome to OC!

NEW STUDENT ORIENTATION

Advising Center

Make an advising appointment on the Advising website:

olympic.edu/advising

OC Bremerton : 360-475-7530

OC Poulsbo : 360-394-2725

OC Shelton : 360-432-5412

Email: advisingcenter@olympic.edu

Get Connected to
Advising


OLYMPIC COLLEGE

Important Dates & Deadlines

QUARTERLY ACADEMIC CALENDAR

Important! Dates are subject to change. Check our website for latest dates by searching for *“Important Dates & Deadlines”*

SPRING TERM 2023 (2233)

Feb 13 Registration begins for continuing and former students for spring term
Feb 27 Registration begins for new students
Mar 31 Tuition Payment Deadline
Apr 3 Spring classes begin
Apr 5 Deadline to register for class w/o instructor permission except for Open Ended Enrollment (OEE) classes
Apr 7 Last day for 100% refund for withdrawal from classes
Apr 14 Last day to:

- Register for class with instructor permission
- Officially drop a class with no grade reported
- File for Pass/No Credit or Audit options

Apr 19 Last day to apply for spring term graduation (degrees & certificates)
Apr 22 Last day to request 50% refund for withdrawal from classes
May 15 Registration begins for continuing/former students for summer/fall
May 17 Last day to officially drop a class and receive a “W” grade
May 19 Non-Student day. No day or evening classes
May 26 Last day to add/drop an Open Ended Enrollment (OEE) class
May 26 Registration begins for new students for summer/fall
May 29 Memorial Day Holiday
Jun 7 Last day to change a variable-credit class
Jun 13-16 Final exams and/or instruction
Jun 16 Spring term ends
Jun 18 OC Commencement
Jun 19 Juneteenth National Independence Day
Jun 21 Grade submission deadline for faculty: 9pm
Jun 22 Grades available

SUMMER TERM 2023 (2235)

May 15 Registration begins for continuing/former students for summer/fall
May 26 Registration begins for new students
Jun 30 Tuition payment deadline
Jul 3 Summer classes begin
Jul 4 Independence Day (No classes)
Jul 6 Deadline to register for class w/o instructor permission except for Open Ended Enrollment (OEE) classes
Jul 11 Last day for 100% refund for withdrawal from classes
Jul 13 Last day to:

- Register for class with instructor permission
- Officially drop a class with no grade reported
- File for Pass/No Credit or Audit options

Jul 22 Last day to request 50% refund for withdrawal from classes
Jul 28 Last day to apply for summer term graduation (degrees and certificates)
Jul 31 Last day to officially drop a class and receive a “W” grade
Aug 16 Last day to change a variable-credit class
Aug 16 Last day to add/drop an Open Ended Enrollment (OEE) classes
Aug 17 Last day of summer term (Final exams are usually last class meeting)
Aug 22 Grades submission deadline for faculty: 9pm
Aug 24 Grades available



FALL TERM 2023 (2237)

May 15 Registration begins for continuing/former students for summer/fall
May 26 Registration begins for new students
Sep 15 Tuition payment deadline
Sep 18 Fall classes begin
Sep 20 Deadline to register for class w/o instructor permission except for Open Ended Enrollment (OEE) classes
Sep 22 Last day for 100% refund for withdrawal from classes
Sep 29 Last day to:

- Register for class with instructor permission
- Officially drop a class with no grade reported
- File for Pass/No Credit or Audit

Oct 7 Last day to request 50% refund for withdrawal from classes
Oct 9 Annual Community Luncheon (student and faculty holiday)
Oct 13 Last day to apply for fall term graduation
Nov 6 Last day to officially drop a class and receive a “W” grade
Nov 6 Registration begins for continuing and former students for winter term
Nov 10 Veterans Day Holiday
Nov 13 Last day to add/drop an Open Ended Enrollment (OEE) classes
Nov 20 Registration begins for new students for winter
Nov 22 Non-Student day. No day or evening classes
Nov 23-24 Thanksgiving Holiday
Nov 27 Last day to change a variable-credit class
Dec 5-8 Finals and/or instruction
Dec 8 Fall term ends
Dec 12 Grade submission deadline for faculty: 9pm
Dec 14 Grades available

WINTER TERM 2024 (2241)

Nov 6 Registration begins for continuing and former students for winter term
Nov 20 Registration begins for new students
Dec 29 Tuition payment deadline
Jan 2 Winter classes begin
Jan 4 Deadline to register for class w/o instructor permission except for Open Ended Enrollment (OEE) classes
Jan 8 Last day for 100% refund for withdrawal from classes
Jan 15 Dr. Martin Luther King, Jr. Day Holiday
Jan 16 Last day to:

- Register for class with instructor permission
- Officially drop a class with no grade reported
- File for Pass/No Credit or Audit options

Jan 21 Last day to request 50% refund for withdrawal from classes
Jan 26 Last day to apply for winter term graduation (degrees and certificates)
Feb 2 Registration begins for continuing and former students for spring term
Feb 15 Last day to officially drop a class and receive a “W” grade
Feb 19 President’s Day Holiday
Feb 26 New student spring term registration begins
Feb 27 Last day to add/drop an Open Ended Enrollment (OEE) class
Mar 7 Last day to change a variable-credit class
Mar 12-15 Final exams and/or instruction
Mar 15 Winter term ends
Mar 19 Grade submission deadline for faculty: 9pm
Mar 21 Grades available

Check List

Activate your ctcLink student account and OC student email

- ⇒ Your student accounts give you access to **email**, **campus computer login**, **Canvas**, and **Wi-Fi**.
- ⇒ See page 5

Log into Canvas and explore

- ⇒ See page 5

Determine your math and English placement

- ⇒ See page 7

Make an advising appointment with a Student Success Coach

- ⇒ Student Success Coaches are here to help you make your education a success!
- ⇒ Meet with a coach to **choose your first quarter classes**, **make an academic plan**, and get connected to resources.
- ⇒ Fill out the Advising Appointment Request Form on the Advising website: olympic.edu/advising or call the Advising Center at 360-475-7530.

Determine your funding and/or financial aid

- ⇒ See pages 10-11

Get your student ID and parking pass

Your ID card and parking pass are included with your student tuition and fees. You can get them in the Safety & Security Office in Bldg 4, Rm 101, or in the Student Services Office at OCP and OCS.

- ⇒ To get your ID, bring proof of class registration and a valid photo ID.
- ⇒ To get your parking pass, visit <https://www.permitsales.net/olympic>

Make an appointment with Student Disabilities Services (if needed)

Student Disability Services coordinates disability-related accommodations for students with permanent or temporary disabilities.

- ⇒ For help, visit olympic.edu/student-disability-services, visit Bldg 4, Rm 205, call 360-475-7540, or email disabilityservices@olympic.edu

Check your student email account often!

- ⇒ Don't miss important announcements and deadlines!
- ⇒ OC faculty and staff communicate via email.
- ⇒ See page 5 for how to activate your account.



What's Your Goal?

Associate in Technical Arts (ATA) and Certificates

Professional / Technical degrees and certificates designed to prepare you for the workforce

Accounting Technology
Administrative Office Support
Bookkeeping
Business Management
Chemical Dependency Professional
Composites Manufacturing
Cosmetology
Culinary Arts Institute
Digital Photography
Early Childhood Education
Electronics
Engineering Technology
Fashion Marketing
Human Services
Manufacturing Technology
Medical Billing and Coding
Medical Receptionist
Nursing Assistant
Nursing (RN)
Payroll Clerk
Precision Machining
Substance Use Disorder Professional
Technical Design
Unmanned Aerial Vehicle
Photography
Welding

Associate in Applied Science-Transfer (AAS-T)

Professional degrees that transfer to a limited number of institutions with which OC has articulation agreements

Aviation Technology
Early Childhood Education
Filmmaking

Homeland Security/Emergency Management
Information Technology
Leadership and Occupational Studies
Medical Assisting
Organizational Leadership & Resource Management
Physical Therapist Assistant

Transfer Preparation Degrees:

**Associate in Arts (AA - DTA)
Associate of Science (AS - T),
Associate in Business (AB - DTA)**

Degrees that prepare you to transfer to a 4-year college or university. Areas of transfer include, but are not limited to:

American Ethnic & Gender Studies
Anthropology
Art
Astronomy
Atmospheric Science/
Meteorology
Biology
Biotechnology
Business and Economics
Chemistry
Communication Studies
Computer Science
Early Childhood Education
Education
Engineering
English
Environmental Studies
Exercise Science
Fashion
Geography
Geology
History

Human Services
Marine Science
Mathematics
Music
Physical Education
Physics
Political Science
Pre-Dental
Pre-Health Science
Pre-Law
Pre-Medical
Pre-Nursing – DTA
Pre-Pharmacy
Pre-Physical Therapy
Pre-Veterinary
Psychology
Social Work
Sociology

Is transferring to a university your goal?

The freshman and sophomore years of most bachelor's degrees focus on general education requirements, also called "Lower Division Coursework." In our transfer preparation degrees, you will get:

- same type of coursework as first two years at a university
- a lower tuition rate
- typically smaller class sizes
- if accepted to the university, usually admitted with Junior level standing

How to Activate Your Student Accounts

You will have three main student accounts that help you with different aspects of your academic career:

- **ctcLink Student Homepage:** register for classes, pay your bill, see important admission to do items
- **Student Email:** check this often for important messages from OC and your instructors
- **Canvas Account:** Read your syllabus, contact instructors, submit homework, and attend online classes

To activate your accounts:

1. Start at the Olympic College Homepage: olympic.edu
2. Click “**Apply to OC**” then click “**2. Activate Student Accounts**”



[ctcLink](#) | [Canvas](#) | [Student Email](#) | [Browse Classes](#) | [Virtual Assistance](#) | [International Students](#)

Search



ACADEMICS

APPLY TO OC

FUND YOUR EDUCATION

STUDENT LIFE & SUPPORT

ADMISSIONS STEPS

1. Apply to Olympic College
2. Activate Student Accounts
3. Fund Your Education
4. Determine Math & English Placement
5. Attend New Student Orientation
6. Attend Advising
7. Enroll in Classes

8. Pay Tuition & Fees

ENROLLMENT SERVICES

- Welcome Center
- Advising
- Registration & Records
- Military & Veteran Programs
- Running Start
- International Students
- Transfer Students
- Graduation

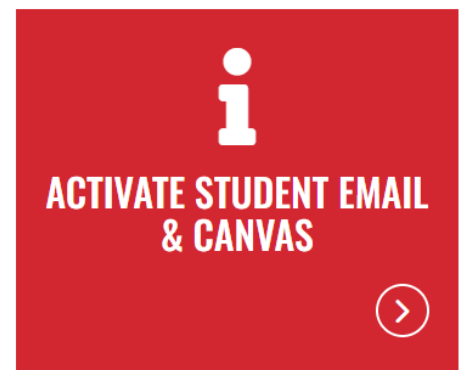
ENROLLMENT RESOURCES

- Course Placements & Prerequisites
- Important Dates & Deadlines
- Student Records
- Transcripts
- Transfer Credit Evaluation

ACCOUNT ACTIVATION INSTRUCTION PAGES

Click the tiles for instruction on how to activate your accounts.

3. Follow the instruction links on the page to activate your
 - **ctcLink Student Homepage**
 - **Student Email**
 - **Canvas Account**



Note:

- Your email address is typically `FirstNameLastName@student.olympic.edu`
- Make sure to write down **your email** and **password**. Follow the “**Recover Account**” instructions on the same page if you lose your password.
- You’ll use your student email address and password to login to your student email, Canvas, and campus

Choosing Classes

Associate Degrees Are 90+ College Level Credits

- ⇒ College level classes are those **numbered 100 or above**.
- ⇒ OC is on the quarter system, with four quarters per year: Fall, Winter, Spring, Summer.
- ⇒ If your goal is to graduate in two years, you will need to take a **minimum of 15 credits each quarter** (not including summer).

Two - Year Plan	}	15 credits FALL
		+ 15 credits WINTER
		+ 15 credits SPRING
		45 credits (Year 1)
		+ 45 credits (Year 2)
		90 credits = Associate's degree in two years



Quarterly Enrollment Status	
Full Time	12+ Credits
3/4 Time	9-11 Credits
1/2 Time	6-8 Credits
Less than 1/2 Time	1-5 Credits

You do not have to enroll full-time to take classes at OC or receive financial aid.

Financial Aid is prorated to the your enrollment status.



HOW MANY CLASSES SHOULD I TAKE?

- “**Credit**” = the number of hours you will meet in class each week (*ex: 5 credit course meets 5 hours per week*)
- Each credit hour in class requires an *additional minimum* of 2 hours of homework/study time.

1 credit = 1 hour in class + 2 hours homework = 3 hours/week commitment

5 credits = 5 hours in class + 10 hours homework = 15 hours/week commitment

10 credits = 10 hours in class + 20 hours homework = 30 hours/week commitment

15 credits = 15 hours in class + 30 hours homework = 45 hours/week commitment = **full time job!**

- How many credits can you realistically complete? _____

Choosing Classes



HOW TO CHOOSE CLASSES

➤ **First, determine your English and math placement.** You have 3 options:

1. **Take the ACCUPLACER**

- By appointment only, virtual and in-person assessments
- Register (and access study guides and practices tests) at Olympic.edu. Search for “Placement” or go to: olympic.edu/student-life-support/enrollment-services/assessment-testing-services/placement
- Call 360-475-7238 or email AccuplacerQuestions@olympic.edu

2. **Submit high school transcripts, Smarter Balance Assessment (SBA), SAT/ACT scores, and/or AP scores**

- On the OC website at olympic.edu/student-life-support/enrollment-services/advising/prerequisites

3. **Submit unofficial college transcripts**

- On the OC website at olympic.edu/student-life-support/enrollment-services/advising/prerequisites

➤ **Look at the requirements for your degree** in the College Catalog on the OC website:

ctclick | Canvas | Student Email | Browse Classes | **College Catalog** | International Students

Search 

➤ **Meet with your Student Success Coach** to discuss options for courses that align with your educational goals

- Call the Advising Center at 360-475-7530, or
- Fill out the Advising Appointment Request Form on the Advising website: olympic.edu/advising



INSTRUCTION MODES

In-Person/Web Enhanced: Classes meets on campus for regularly scheduled times and often use an online platform like Canvas to submit assignments

Hybrid: Classes are a combination in-person and online. Read the course descriptions carefully to see what “hybrid” means for that course. Examples:

- a 5-credit course that meets 3 hours on campus and 2 hours online each week
- a 2-credit course (ie: COLL 110) that only meets in person 4 times a quarter

Online - Synchronous: Class does NOT meet on campus. Class meets online via Zoom at regularly scheduled times.

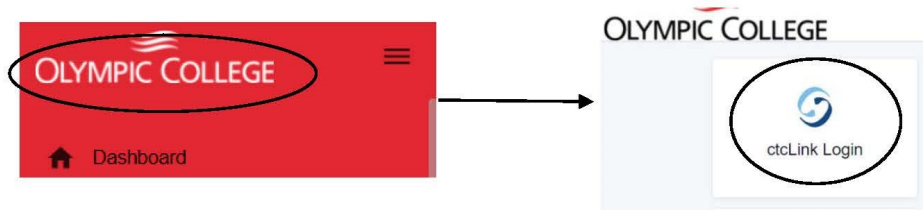
Online - Asynchronous: Class does NOT meet on campus and does NOT meet via Zoom. Rather, you take the course on your own schedule. HOWEVER, like other courses, asynchronous courses generally have weekly assignments, deadlines, discussion boards, quizzes and exams (all online).

Hi-flex: Some instructors have multiple versions of their class (online, hybrid, and/or on campus classes) listed for the same time slot. This allows students to pivot to taking the class online or in-person as best fits their needs.

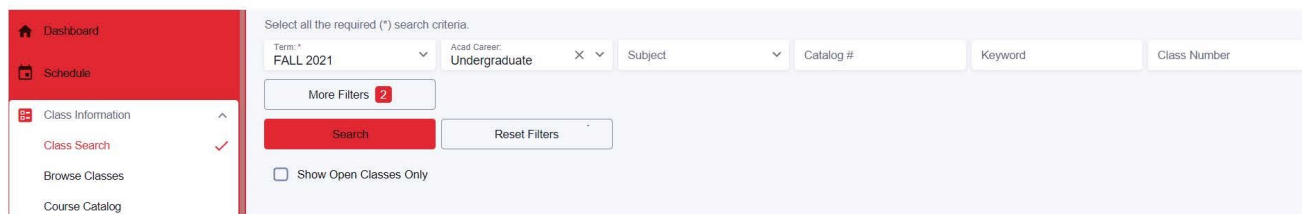
How to Register for Classes

Registering for Classes With "Browse Classes" Portal

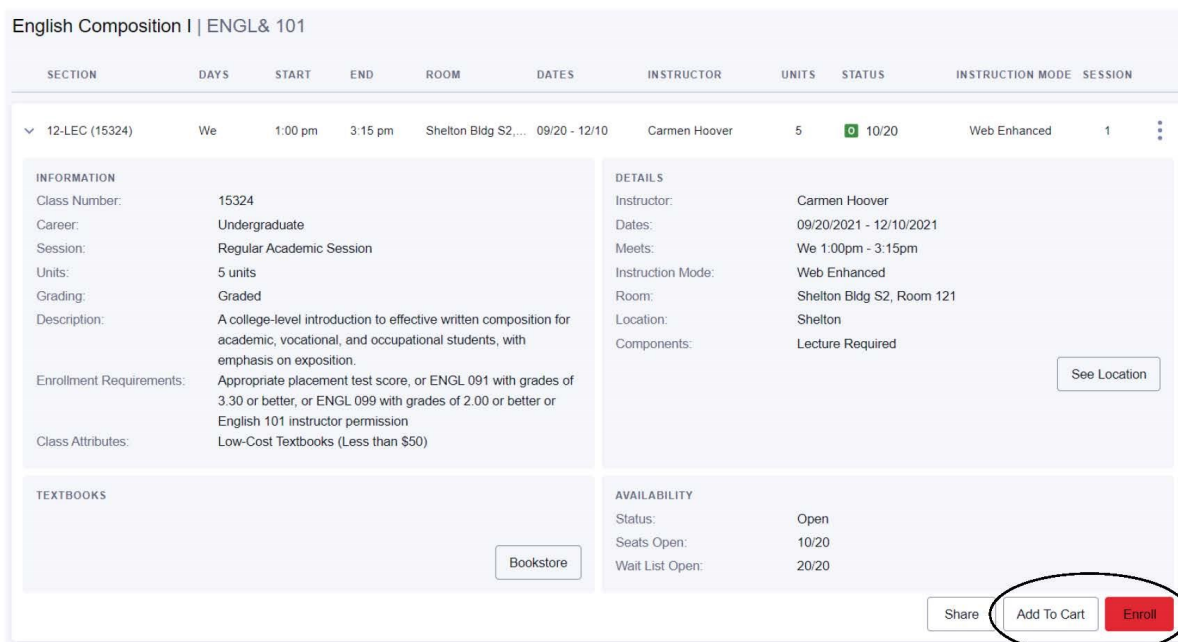
1. Go to olympic.edu and click on "Browse Classes" at the top
2. You will now need to sign into your student portal. Click on the white Olympic College logo in the red menu. This will allow you to sign into ctcLink and provide you with other helpful links.



3. You are now logged in and you should see the red menu populated with your student information. You can view the class schedule in Class Information > Class Search.



4. Choose the class you are looking for in the "Subject" drop down menu. If you know the class number (i.e. ENGL& 101) you can put the number (101) in the "Catalog #" box. To see only open classes, click on "Show Open Classes Only".
5. You will get all the open sections of the class you selected. Once you found one that works for you, click on the section and it will expand to show you more class information and enrollment buttons. This is where you can add classes to your cart and/or enroll.



How to Register for Classes

6. You will get a dialog box allowing you to put in a permission number. You can bypass this and click "Save." You are now registered for classes or added classes to your cart.

7. If you need to enroll in your classes from your shopping cart you can go down to "Enrollment" in the red menu and click on "Shopping Cart." Select the classes you'd like to enroll in and click enroll.

CLASS	DESCRIPTION	DAYS	START	END	INSTRUCTOR	UNITS	STATUS	ENROLL
ASTRO 101 C1 LEC (19076)	Introduction to Astronomy	ARR	-	-	David Fong	5	2/35	[Enroll]
MATH8 141 C2-LEC (17175)	Precalculus I: Algebra	MoTuWeThFr	8:00 am	8:50 am	Ariene Wado	5	1/25	[Enroll]

8. Lastly, check your schedule. In the red menu, click "Schedule". You will get a calendar view. In the top right you can switch to list view for a better view.

Instructional videos

are available online to walk you step-by-step through the account activation and course enrollment processes. Go to our webpage and click on **"Apply to OC"** and then **"2. Activate Student Accounts"** and **"7. Enroll in classes"**

ACADEMICS	APPLY TO OC	FUND YOUR EDUCATION	STUDENT LIFE & SUPPORT
ADMISSIONS STEPS 1. Apply to Olympic College 2. Activate Student Accounts 3. Fund Your Education 4. Determine Math & English Placement 5. Attend New Student Orientation 6. Attend Advising 7. Enroll in Classes	8. Pay Tuition & Fees	ENROLLMENT SERVICES Welcome Center Advising Registration & Records Military & Veteran Programs Running Start International Students Transfer Students Graduation	ENROLLMENT RESOURCES Course Placements & Prerequisites Important Dates & Deadlines Student Records Transcripts Transfer Credit Evaluation

Paying for College

TUITION, FEES, AND BOOKS



Tuition and fees are the costs for taking classes at your college.

Tuition: This amount can vary based on the number of credit hours you take and whether you're an in-state or out-of-state student. Below are resident rates. *For more information on tuition and fee details, including non-resident rates, visit our website at olympic.edu/fund-your-education/tuition-fees*

- 15 credits = \$1486.00
- 12 credits = \$1309.18 **(Full-Time status = 12 or more credits)**
- 5 credits = \$595.65
- 1 credit = \$119.13

Fees: In addition to tuition there are set fees that pay for certain services for students.

- Student Service: \$2/credit (max \$20)
- Technology Fee: \$5/credit (max \$50)
- eLearning (online course fee): \$4/credit
- Security Enhancement Fee: \$20
- Individual class fees (cost varies by class)

Books and Supplies: You'll need books and other course materials, available at the OC Bookstore either on the Bremerton campus or online. You may be able to lower these costs by buying used textbooks or renting them. Free textbook lending is available for students in need through the Resource Center in Bldg 4, Rm. 207.

Some instructors use Open Educational Resources ("O.E.R.") that are low cost alternative to standard textbooks. OER courses are noted in the class schedule.

WHEN AND HOW TO PAY

- **Tuition is due by the last business day before the first day of the quarter** (see pg 2). You will be dropped from classes if you do not meet the tuition deadline.
 - Before the deadline, you must:
 - ⇒ Pay in full, or
 - ⇒ Enroll in payment plan, or
 - ⇒ Be covered by a ctcLink 'hold' from your funding department
(ie. Financial Aid, Military Veteran Benefits, or Workforce Development)
- Pay in the "**Financial Account**" tile in ctcLink Student Homepage, in person in Bldg 4 rm 106, or by phone at 360-475-7181.
- Sign up for the **Tuition Payment Plan** to pay your tuition in installments.

For more information and instructions on how to pay tuition or set up a payment plan, visit the Cashier's website at: olympic.edu/fund-your-education/cashiers-office

Paying for College

FINANCIAL AID TYPES

FAFSA or WASFA: one application to be considered for federal, state, and institutional grants, loans and work-study jobs. Amount awarded is based on financial need.

- Find out more or register for a financial aid workshop at olympic.edu/financial-aid
- Submit the FAFSA or WASFA **–AND–** Submit the required follow-up tasks listed in your ctcLink account
- Call 360-475-7650 or email financialaid@olympic.edu

Workforce Development:

- See if you qualify by completing this short survey - StartNextQuarter.org
- Call 360-475-7166 or email wfd@olympic.edu

Military Benefits:

- See Military and Veteran Programs at olympic.edu/military-and-veteran-programs
- Call 360-473-2821 or email MVP@olympic.edu

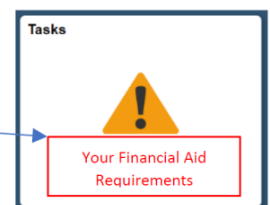
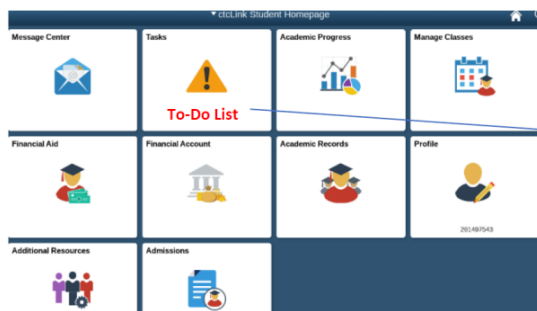
Scholarships: The Olympic College Foundation offers hundreds of scholarships each year based on financial need and/or academic merit. See olympic.edu/fund-your-education/scholarships

Students receiving financial aid through FAFSA are **NOT** required to be enrolled full-time. If you register for less than 12 credits, simply submit an **Enrollment Status Change** form to the Financial Aid Office.



Check your Financial Aid Status and Tasks in ctcLink often

After submitting a Financial Aid application, you must check your financial aid status in ctcLink and submit all **required follow-up tasks** as soon as possible to complete the process and receive your aid.



Courses & Technology to Help You be Successful

Taking these courses your first quarter will set you up for success!

COLL 110: College Success (2 credits)

Students develop an understanding of what it means to be a college student, how to identify, locate and utilize student support services, develop strategies to transition to college, understand the importance of diversity in the immediate learning environment, explore technology, tools and resources, and create an academic plan.

GEN-S 97: General Studies 97 - Orientation to Canvas (0 credits) - FREE!

This two-hour course teaches you how to use Canvas: find your syllabus and assignments; communicate with faculty or students; submit your assignments online; and identify the resources for online support.

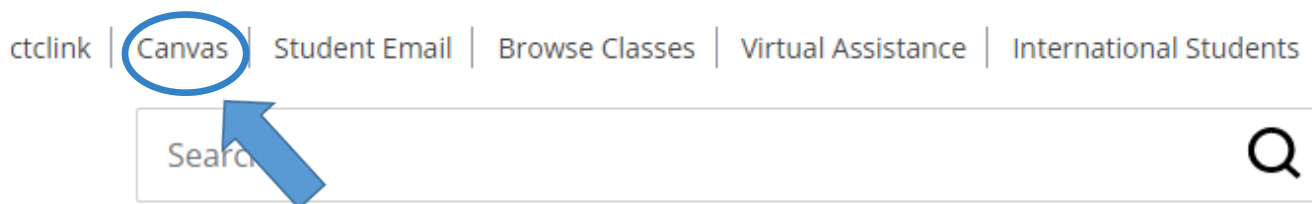
DIGL 101: Introduction to Online Learning with Canvas (2 credits)

This course prepares students for success in the online learning environment. Students will identify essential skills and develop problem-solving strategies unique to online learning.

CANVAS & STUDENT ONLINE SUPPORT

SOS@olympic.edu | 360-475-7770 | Bldg. 6, Rm. 20 (down the clocktower stairs)

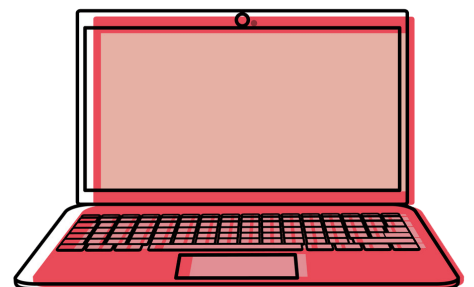
Our office can help you learn to use Canvas, **the college's primary online learning system**. You are encouraged to enroll in General-Studies 97 (GEN-S 097), a free course that will teach you everything you need to know to be successful using Canvas. All online courses and many in-person classes use Canvas for course assignments, discussion, grades, and communication. Access Canvas using your OC student email address. Find us by typing "Student Online Support" into the search bar.



TECHNICAL SUPPORT

Visit the Information Technology Help Desk website olympic.edu/student-life-support/it-helpdesk for help with:

- **Laptop, hotspot, and calculator** checkout - **FREE!**
- **Free WiFi** on campus and in the OC parking lots (*need your student email address to log in*)
- **Computer Labs**
- Troubleshoot **account access** for ctcLink and email
- For urgent help: 360-475-7600 or HelpDesk@olympic.edu



Discover Your Resources

Welcome Center	Bldg 4, Rm 105 / 360-475-7279 / Welcome@olympic.edu
Registration & Records	Bldg 4, Rm 105 / 360-475-7650 / Registration@olympic.edu
Financial Aid	Bldg 4, Rm 105 / 360-475-7650 / FinancialAid@olympic.edu
Advising Center	Bldg 4, Rm 203 / 360-475-7530 / AdvisingCenter@olympic.edu
Assessment & Testing Services (Accuplacer):	Bldg 4, Rm 222 / 360-475-7238 / TestingCenter@olympic.edu
Student Disability Services:	Bldg 4, Rm 205 / 360-475-7540 / DisabilityServices@olympic.edu
Military and Veterans Programs:	Bldg 11, Rm 100 / 360-473-2821 / MVP@olympic.edu
Resource Center:.....	Bldg 4, Rm 207 / 360-475-6817 / ResourceCenter@olympic.edu
Workforce Development:.....	Bldg 4, Rm 204 / 360-475-7555 / WFD@olympic.edu
IT Help Desk	360-475-7600 / HelpDesk@olympic.edu

OC Poulso Student Services:360-394-2725 (First Floor)
 OC Shelton Student Services: 360-432-5400 (Palmer Student Center)

WELCOME CENTER & STUDENT SERVICES VIRTUAL OFFICE

Get help with • Admissions • Registration • Financial Aid • Cashier

Stop by the Welcome Center in Bldg 4, Rm 105

olympic.edu/welcome-center

or the Student Services Virtual Office is available

Monday-Thursday 8 am - 4:30 pm via Zoom or phone.

Go to <https://zoom.us/my/oc.studentservices>

Or call (253) 215-8782 and enter Meeting ID: 693 824 6429



FREE SERVICES FOR STUDENTS!

Find them by searching the OC webpage

- Computer Labs
- Counseling Services
- Career Center
- Library
- Tutoring
- Writing Center
- Math/Physics Study Center
- MESA: Math, Engineering and Science Support

- The Resource Center
- Food Pantry
- Fitness Center
- Athletic Events
- Student Government
- Clubs and Organizations
- Security Escort
- And More!

Student Resources

STUDENT DISABILITY SERVICES

DisabilityServices@olympic.edu | 360-475-7540 | Bldg. 4, Rm. 205

Student Disability Services partners with the Olympic College community to foster a college culture that recognizes disability as a valued aspect of diversity. We are dedicated to ensuring the inclusion and full participation of students with disabilities in all college programs, services, and activities.

We determine eligibility for students with disabilities and coordinate accommodations/adjustments, auxiliary aids, and support services. Any student who feels they may need an accommodation based on the impact of a permanent or temporary disability or for medically related pregnancy conditions may be eligible for services.

We are here to serve and support students with disabilities as they work toward their educational goals at Olympic College. To learn more about us and our services, visit our website at www.olympic.edu/student-disability-services or scan our QR code.



RESOURCE CENTER

ResourceCenter@olympic.edu | 360-475-6817 | Bldg. 4, Rm. 207

The Resource Center offers you information and referrals, supportive listening, classroom items like our huge book lending library, and when applicable, emergency funding to help support your needs. This program was created by students for students. We want to be your active support team! Stop in, call, or email and see if we can help; you don't have to struggle alone.

Let's have a conversation to see how we can help! Stop by in-person or virtually and visit our website for more information and a list of local resources: www.olympic.edu/resource-center

COUNSELING SERVICES

CounselingServices@olympic.edu | 360-475-7540 | Bldg. 4, Rm. 205

Counseling Services is dedicated to your wellbeing and supporting your college career at OC. We offer appointments remotely and in person in our office in Building 4, Room 205.

Our Services

- Personal Counseling
- Career Counseling
- High School Completion
- Consultation Services

To **make an appointment**, email CounselingServices@olympic.edu, describe your concern briefly, and make sure to include your name and ID number.

Visit olympic.edu/counseling-services for more about our services and resources.

Crisis Prevention Information

- Call 911 if you are experiencing a life-threatening emergency
- Text HELP to 741 741 for the 24/7 [Crisis Text Line](#)
- Call 988 for the 24/7 [National Suicide Prevention Lifeline](#)
- Call 800-500-5513 for the 24/7 [Domestic Violence Protection Hotline](#)
- Call 1-888-910-0416 for the [Crisis Call Line](#) or visit imhurting.org for emotional support

Student Resources

ADVISING CENTER

AdvisingCenter@olympic.edu | 360-475-7530 | Bldg. 4, Rm. 203

In the Advising Center, Student Success Coaches help you explore and achieve your educational goals. Faculty Advisors guide you in your field of study and help you prepare for a career or transfer to a four-year program. Your advising team stays with you through to graduation. To learn more about us and our services and schedule an advising appointment, visit our website at www.olympic.edu/advising

OLYMPIC COLLEGE'S HAZING PREVENTION POLICY

Hazing is prohibited within the OC community, on and off campus.

Sam Martinez, a first-year student at Washington State University, died of alcohol poisoning while pledging a fraternity in Fall 2019. In 2022, the State of Washington passed "Sam's Law" (HB 1751), which requires colleges and universities to provide hazing awareness and prevention education. As part of "Sam's Law," Olympic College students and employees need to complete online hazing prevention training. The College must also prepare a quarterly hazing report and maintain a Hazing Prevention Committee.

What is Hazing?

Hazing is any conduct committed as part of a **person's recruitment, initiation, pledging, admission into, or affiliation** with a **student organization, athletic team, or living group** (collectively "student groups") or any pastime or amusement engaged in with respect to such a student group that causes, or is likely to cause, **bodily danger or physical harm, or serious psychological or emotional harm**, to any student or other person attending Olympic College, including causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to risk of such harm, **regardless of the person's willingness to participate**.

"Hazing" **does not include** customary athletic events or other similar contests or competitions. This prohibition applies to conduct that may occur both **on and off campus**. In compliance with 2SHB 1751, "Sam's Law," (2022), the College will implement procedures and programs, including offering students and employees hazing **prevention training and programming**, implementation of a **mandatory reporting procedure**, creation of a hazing **prevention committee**, and publication of a **hazing report**.

NOTES

Course Planning Worksheet

Use this worksheet to create a wish list of classes you would like to take next quarter

Name

ctcLink ID Number

What is your intended Program/Major? _____

Examples: Undecided, Biology, Business, Computer Science, Education, Engineering, Psychology, Welding, etc.

All Students:

- Students without prior college experience should enroll in **COLL 110 college Success (2 credits)** and **GEN-S 97 (0 credits)**
- If you have received your math and/or English placement, choose either a math or English class (or both if you feel comfortable doing so)
My math placement: _____ My English placement: _____

Students in the Associate of Arts – Direct Transfer Degree (AA-DTA):

1. Use the AA DTA worksheet or College Catalog to browse “Courses Meeting Graduation Requirements in Associate Degrees”
2. Think about your favorite subjects – what excites you the most?!
3. Use the online College Catalog to read course descriptions of classes in those subjects
4. Click the “Browse Classes” link at the top of the OC website for the current class schedule

Students in Business, Associate of Science, Nursing, and Professional/ Technical Degrees or Certificates:

1. Find your program in the online Olympic College Catalog and identify the classes that are required for your degree
2. Use the College Catalog to read course descriptions of required classes
3. Write a wish list of 3-4 required classes in the table below
4. Click the “Browse Classes” link at the top of the OC website for the current class schedule

NEXT STEP:

Make an appointment with a Success Coach to create an Academic Plan and chose your classes for next quarter. Please fill out an appointment request form here:

olympic.edu/advising



Course/Subject	Class Number (# in parentheses)	Credits	Location	Days/Times
COLL 110 College Success		2		
GEN-S 97 Orientation to Canvas (Free!)		0		
English				
Math				