



Learner Services Update – November 16, 2020

NSCC is operating under partially-remote operations to reduce the spread of COVID-19 as of 11/16/20. Please visit www.northweststate.edu/covid-19 for more detail.

Learner Services Office Hours - November 16th – November 24th

****NSCC is closed November 25th through November 29th for the Thanksgiving Holiday****

Appointments are preferred and are available during the days and hours listed below; Walk-ins will be served per the days and hours listed below as well.

Days	Hours	Location
Monday through Thursday	8:00 to 4:30 p.m.	On Campus with limited staff - appointments preferred; Remote services available for all
Monday and Tuesday	4:30 to 6:00 p.m.	Remote services available (only)
Friday	8:00 to 12:00 p.m.	Remote services available (only)

NSCC Learner Services Offices include the service areas listed below:

Admissions, Advising Center, Bookstore, Business Office, Career & Activities Office, Financial Aid Office, Food Services, Registrar’s Office, and the Success Center.

Northwest State Community College requires face coverings to enter campus while operating under COVID-19 protocol. Please remember to wear your face coverings on campus.

Visit <https://northweststate.edu/covid-19/> for updates to campus protocol.



Please – if at any point you feel overwhelmed, anxious, or uncertain about anything – reach out to NSCC Counseling Services and text NSCCHELP to 419-591-6487 and someone will respond to your inquiry and assist you with your needs.

When you visit a Learner Services Office that is located in the C-wing hallway you will be asked to wait outside the office and a staff member will assist you when available. We will do our best to keep wait times to a minimum. Keep in mind that wait times may be longer during peak times.

Admissions Office: 419-267-1320, Admissions@NorthwestState.edu

Accuplacer Placement Testing is available. Visit <https://northweststate.edu/accuplacer> for more information or to sign up.

If you need assistance completing your admissions requirements, please visit, email, or call to make a virtual or face-to-face appointment.

If you have questions regarding CCP, please contact your CCP Advisor.

Advising Center: 419-267-1390, Advising@NorthwestState.edu

Advisors are available to meet in-person or remotely. Please visit, email, or call the advising center to register for spring classes. Classes start January 19, 2021!

Bookstore: 419-267-1308, kstapleton@NorthwestState.edu

To order textbooks for the Spring semester visit <https://books.northweststate.edu/>. There are two ordering options:

- 1) Ship to your home (allow processing time + 2-day delivery) or shipped to the Bookstore.
- 2) Visit the on-campus Bookstore Monday - Thursday from 8AM – 6PM or Friday 8AM - Noon.

Business Office: 419-267-1311, BusinessOffice@NorthwestState.edu

Please log into your myNSCC for balance and payment information. Spring bills will be viewable the week of November 30th. Payment for spring semester is due January 14th 2021. Please visit, call, or email the Business Office with questions or information on payment options. Payment to accommodate social distancing guidelines our occupancy is set to 2 visitors at a time.

Career and Activities Office: 419-267-1330, mjacobs@NorthwestState.edu

Join your classmates on **Mondays at 3:00pm** for “**Campus Conversations**”.

By joining these weekly Zoom meetings you can connect with the latest information about classes and campus updates. Get answers to questions and stay connected. Check your NSCC email for details.

Looking for employment opportunities? The Career Services office has resources to connect you to part-time, full-time and seasonal employment. Reach out to Career Services with interest and watch your NSCC email for Virtual events happening throughout the year.

Stay connected to the latest career advice and local & regional job postings by visiting CollegeCentral.com/NSCC. This free service provides career opportunities, resume submission and podcast advice on a variety of topics related to your career development.

Financial Aid Office: 419-267-1333, FinAid@NorthwestState.edu

The 2021-2022 FAFSA and Scholarship Application are now open! Are you planning to continue your education next Summer 2021, Fall 2021, or Spring 2022 at Northwest State? Or are you transferring to a four-year university? Get a jump start on the financial aid process and complete your FAFSA and Scholarship Application today.

Starting your next academic year with your financial aid in order now means less stress (and maybe more money!) so you can concentrate on what matters most: classes, learning, and great experiences.

To complete your FAFSA, visit <https://studentaid.gov/> or download the myStudentAid app on your mobile device to get started. The Scholarship Application can be completed online at: <https://signnow.com/s/on1OnvpE>.

If you have any questions, or need assistance, contact the NSCC Financial Aid Office at finaid@northweststate.edu or call 419-267-1333 and we would be happy to help.

Food Pantry & Resources -- We understand that this is a difficult time for students and their families. If you are experiencing a financial hardship, please do not hesitate to contact our Financial Resource Counselor. We are happy to assist you with connecting to on-campus and community resources. Please email us at FoodPantry@NorthwestState.edu or call 419-267-1333 and ask to speak with our Financial Resource Counselor. Your situation will be kept private.

Registrar's Office: 419-267-1395, Registrar@NorthwestState.edu

Registrar staff will continue to run processes and will communicate with you via your learner email.

Success Center: 419-267-1457, Success@NorthwestState.edu

All tutoring services will be offered remotely beginning **Monday, November 30**. Learners may contact the Success Center at success@northweststate.edu for additional information.

eTutoring services will be available through Friday, December 4. Learners submitting papers to the Writing Lab for review should have their submissions to eTutoring by Wednesday, December 2, at the latest. <https://etutoringonline.org/login.cfm?institutionid=104>

Test proctoring services will be available on Tuesdays and Wednesdays from 8:00 a.m. to 5:30 p.m. the weeks of **November 30 and December 7 unless circumstances change**. Please contact the Success Center to schedule your testing appointment in advance.

