



Mount Wachusett
Community College



WE ARE THE
College
for **YOU**

**New Student Advising
& Registration
Resource Guide**

Welcome to MWCC!

We understand that the college enrollment process may be a bit confusing – not to worry, the faculty and staff at Mount Wachusett Community College (MWCC) are here to help! We care about you and want you to be successful in reaching your personal and educational goals. This guide contains information that will help you today and throughout your journey at MWCC.

iConnect Activation and Applications

Activating Your WebConnect Account and Student Email: To activate your account, you will need your Student ID — Your Student ID can be found on your MWCC Acceptance Letter or by stopping by Admissions with a photo ID.

1. Go to iconnect.mwcc.edu
2. Click "Activate your Account"
3. Enter required information, excluding your Social Security Number
4. A username and password will be generated for you once you submit the information.
Important: Usernames and passwords are case sensitive.
5. Return to the iconnect.mwcc.edu home page

If for any reason your account activation is unsuccessful, please contact the MWCC Help Desk at **866-520-7129** for assistance. If at any point after activating your account, you do not remember your username and/or password, please go to iConnect and click on the "Account Access Issues" button.

Access these Applications on iConnect



Blackboard Your Online Management System

Blackboard



WebConnect Access your Schedule, Bill, Payment Plan, Financial Aid & More

WebConnect



Degree Works Your Guide to Completing your Academic Requirements

Degree Works



Student Email MWCC's Number One Mode of Communication with you

Student Email

Understanding the Academic Calendar

The “View the Academic Calendar” icon on the bottom right side of the page will direct you to all current Academic Calendars. These show the start and end dates of each semester, add/drop deadlines, official holidays, and the dates of advising and registration periods. It is the student’s responsibility to review the Academic Calendar for each semester and understand the *Key Registration Terms and Definitions*.

**VIEW THE
ACADEMIC CALENDAR**

Key Registration Terms and Definitions

Adding a Course: Courses can be added anytime on or before the date listed on the Academic Calendar as “Last Day to add courses and drop courses with 100% refund.”

Dropping a Course: This term applies to the complete removal of a course from a student’s permanent record. This can be done through student’s WebConnect account or by contacting the Advising Center on or before the “Last Day to add courses and drop courses with 100% refund.” Dropped courses will not appear on the student’s transcript. If a student notifies the Advising Center after this date, the course will be considered a withdrawal, and will remain on the student’s permanent record with a grade of “W”. The date students request the withdrawal will determine whether there is any payment refund.

Never Attending: In the week after add/drop, instructors must report students who have never attended (never participated for online courses) per regulations of the Department of Higher Education. Students who never attend will be dropped from the course and charged 50% of the cost of the course. Students who change plans and decide not to take a course, should drop the course during the add/drop period on the academic calendar in order to not be charged for the course. The course will not appear on the student’s transcript. Financial aid may be reduced to reflect the reduction in active credit hours.

Stopping Out: Instructors are also required to report students who stop attending at any point prior to the last day to withdraw, as noted on the academic calendar. It is the students’ responsibility to communicate with faculty regarding all absences/missed assignments. Students who are reported as “stopping out” will earn a grade of “F” and be charge 100% of the cost of the course. Financial aid may be reduced to reflect the reduction in active credit hours.

Course Withdrawal: Students CANNOT withdraw on WebConnect. In order to be considered as withdrawn from a course, a student must be withdrawn through the Advising Center on or before the date listed on the Academic Calendar as “Last Day to Withdraw.” If these requirements are met, the student will receive an automatic grade of W. There is a 50% refund period for withdrawals listed on the academic calendar. All withdrawals after the 50% period have no payment refund – students will pay the full price of the course.

***Please note that dropping, never attending, stopping out, and withdrawing from courses may affect your financial aid award/eligibility.**

Advising – Courses and Time Management

Course selection, scheduling and mapping your semesters through graduation are all important parts of the Advising process. Be sure to consult with your Advisor throughout the semester.

Determine the Type of Courses to Take

Each course type is eligible for Financial Aid. Course style and length can be mixed and matched each semester. Example: you can take seat-based and online in the fall semester and all seat-based in the spring.

Course Style

IN PERSON (Seat-Based)

- Most in-person courses meet twice a week
- There is an average 15:1 student/faculty ratio, which means course sizes are small
- Courses are offered in Gardner, Leominster, Devens, and Fitchburg

HYBRID

- Hybrid courses are designated in the **Notes** section of the course listing
- Hybrid courses meet on campus in the classroom 50% of the time with the remainder of instruction conducted through Blackboard
- Students need to be able to communicate effectively in writing and through email
- Regular and reliable access to the internet is required

ONLINE (Web)

- Online courses are completed 100% via the web
- Require independent learning and problem solving skills
- Regular and reliable access to the internet, specifically Blackboard, is required

Course Type	Length
Fall/Spring Full Semester	14 Weeks
Fall/Spring Cycle Semester	7 Weeks
Summer Full Semester	8 Weeks
Summer Cycle Semester	4-5 Weeks
Intersession/Maymester	2-3 Weeks

Determine the Number of Courses to Take

Mount Wachusett Community College recognizes that our students often have commitments outside of school. Students are encouraged to attend MWCC at a pace that sets them up for success. It is strongly encouraged to schedule an appointment during your first semester with an advisor to create an educational plan that will help pave the way toward meeting your goals.

Number of Courses	Total Hours per Week
2 Courses (or 1 Cycle Course)	15 Hours
3 Courses	22.5 Hours
4 Courses (or 2 Cycle Courses)	30 Hours
5 Courses	37.5 Hours
6 Courses (or 3 Cycle Courses)	45 Hours
Note: 3 Credit Course = 2.5 Hours in Class and 5 Hours Outside of Class 4 Credit Course = 3.5 Hours in Class and 10.5 Hours Outside of Class	

Number of Courses	Approximate Credit Hours per Semester	Number of Semesters	Number of Years
5 Courses	15+ Credit Hours	4 Semesters	2 Years
3-4 Courses	9-16 Credit Hours	6 Semesters	2 Years (Summer Required) or 3 Years (Fall/Spring Only)
1-2 Courses	3-8 Credit Hours	12 Semesters	3 Years (Intersessions & Summer Required) or 4 Years (Summers Required) or 6 Years (Fall/Spring Only)
Note: Assumes placement into ENG101 and math required for program			

Registration – Degree Works and Course Registration via WebConnect

Using Degree Works

1. Log into iConnect
2. Click on the “Degree Works” icon
 - Confirm program of study (major) and academic standing. View individual course grades, academic catalog year, cumulative grade-point average (GPA), and major GPA.
 - Determine which courses have been taken or transferred, which count as electives, and which are still needed to graduate.
 - Review for any “Courses That Do Not Apply to Your Degree” (courses that are not used towards the program), courses “In Progress” (IP), and “Courses with Insufficient Grades” or courses that have been repeated. Ask an advisor if you have questions about any of these sections.

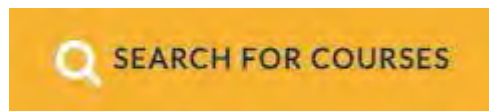
Note: Courses That Do Not Apply to Your Degree will not be covered by Financial Aid, unless deemed a pre-requisite or co-requisite required course.
 - Click on the required course numbers for a brief description of each course, along with which pre-requisite and co-requisite courses are still needed.
 - At the bottom of the Worksheet you will find Test Scores from AP exams, CLEP or Accuplacer Next Generation.
4. Review the “What If” tab if planning to change your major or you are planning to apply to a Selective Health Program in the future.
 - a. The “What If” function allows for a hypothetical change of major scenario. The “What If” shows a Worksheets page of what coursework is required for the new degree or certificate, what courses have previously been taken that satisfy requirements, and what courses are still needed to complete the degree.
 - b. Remember, the “What If” scenario is not an official change of major. Changing a major must occur with an Advisor by filling out a Change of Major Form.
5. Use the “Look Ahead” tab by entering a course subject and number to see if a course of interest fits into your current program of study.



Search for Courses via Course Listing

1. Log onto iConnect
2. Click on the Search for Courses Button
3. Select Semester ▼
4. Select Part of Semester ▼
5. Select Campus ▼
6. Select Subject Code ▼
7. Enter Course Number
8. Click SEARCH

***Refer to Course Listing Key Terms for Column Explanations**



Semester: Part Of Semester: Campus:

Subject Areas: Instructor:

Search for Text: Display Rows:

Crn	Course	Section	Campus	State Supported	Cycle	Credits	Start End	Room	Begin End	Days	Title	Instructor	Notes	Books	Seats Available *
98678	ENG101	M2L	LEO	No	C2	3	30-OCT-19 to 23-DEC-19	105	05:30 pm-08:10 pm	MW	College Writing I	Meigs F	START Date: Wednesday 10/30 END: for classes that meet AFTER 4:00 12/23 **NOTE** Verify room assignment 1st day of class @ Leominster Campus.	View	18
98816	ENG101	M3L	LEO	No	1	3	04-SEP-19 to 23-DEC-19	111	09:30 am-10:20 am	MW	College Writing I		START: Wednesday 9/4 - END: Monday 12/16 Must take co-req ENG097 CRN 98817 **NOTE** Verify room assignment 1st day of class @ Leominster Campus.		16
98877	ENG101	SA	GAR	No	1	3	04-SEP-19 to 23-DEC-19	072	08:00 am-09:20 am	MW	College Writing I	Anderson S	Rx students only	View	-1
98883	ENG101	FX	GAR	Yes	1	3	04-SEP-19 to 23-DEC-19	251	11:30 am-12:50 pm	TR	College Writing I				20
98884	ENG101	M	GAR	Yes	1	3	04-SEP-19 to 23-DEC-19	W12	08:00 am-10:40 am	F	College Writing I				20
98887	ENG101	GTC	GAR	No	1	3	04-SEP-19 to 23-DEC-19	310	11:00 am-12:20 pm	MW	College Writing I	Pecora M	Gateway students only	View	21
98001	ENG102	W2B	WEB	No	1	3	04-SEP-19 to 23-DEC-19		*		College Writing II	Goldstein S	MS Word req.	View	22
98059	ENG102	W1G	GAR	No	1	3	04-SEP-19 to 23-DEC-19	301	06:00 pm-08:40 pm	W	College Writing II	Gearan J		View	13
98068	ENG102	WEB	WEB	Yes	1	3	04-SEP-19 to 23-DEC-19		*		College Writing II	Goldstein S	MS Word req.	View	0
98080	ENG102	T2L	LEO	No	C2	3	30-OCT-19 to 23-DEC-19	114	05:30 pm-08:10 pm	TR	College Writing II	Dernalowicz A	START Date: Thursday 10/31 END: Thursday 12/19 **NOTE** Verify room assignment 1st day of class @ Leominster Campus	View	21
98110	ENG102	T1L	LEO	No	C1	3	04-SEP-19 to 23-OCT-19	114	09:30 am-12:20 pm	TR	College Writing II	Dernalowicz A	START Date: Thursday 9/5 END: Tuesday 10/22 **NOTE** Verify room assignment 1st day of class @ Leominster Campus.	View	17

Course Listing Key Terms

CRN	Course Registration Number
COURSE	Particular Course within a Subject Area
SECTION	Used for Book Assignment

CAMPUS	Location of Course
GAR	Gardner
LEO	Leominster
DEV	Devens
BUR	Fitchburg
WEB	Online
OFF	Off Campus

CYCLE	Part of the Semester the Course Will Run
1	Full Semester
C1	First Half of the Semester
C2	Second Half of the Semester
IN	Interession
Q	Noncredit

DAYS	Days when Courses will Meet
M	Monday
T	Tuesday
W	Wednesday
R	Thursday
F	Friday
S	Saturday
U	Sunday

TIME	Time that Courses will Meet
NOTES	Special instructions and/or Requirements (Some Courses are Restricted to Certain Groups of Students)
SEATS	The Number of Seats Still Available

Helpful Hints:

Courses with a Lab Require Two CRNs. Failure to Enter Both CRNs will Create a Registration Error

Some Courses are Restricted to Certain Groups of Students

Tuition Waivers are Only Applicable to State-Supported Courses

Some Courses Require a Laptop

*Refer to Notes on Course Listings for Details

Register for Courses via Registration Bar

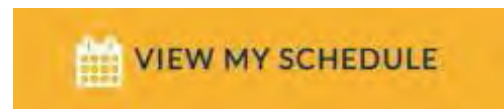
1. Log into iConnect
2. Click on the Register for Classes Button
3. Select Term
4. Select Add or Drop Classes
5. Enter the CRNs
6. Click Submit Changes



Registering for courses creates a bill. Courses will be dropped if the bill is not paid in full by the billing due date. You may use financial aid, enroll in a payment plan or pay your bill in full to remain enrolled.

Review & Print Schedule

1. Log into iConnect
2. Click on the View my Schedule Button
3. Select Term
4. Right Click on Screen and Select Print



Need Help? Contact Advising, Career and Transfer

Email: advisor@mwcc.mass.edu

Stop by the Advising Center on the Gardner Campus (Room 125)

Schedule an Appointment Gardner: 978-630-9109

Leominster: 978-630-9812

Devens: 978-630-6567



How to Drop a Course

1. Log into iConnect
2. Click on the Register for Classes button
3. Select Term
4. Add & Drop Classes
5. Select Drop via Web from the drop down menu for the desired course
6. Click Submit

Status	Action	CRN	Subj	Crse	Sec
Registered on Apr 29, 2019	None ▼	98572	MAT	143	H2
Registered on Apr 29, 2019	None	98796	BIO	203	E
Registered on Apr 29, 2019	Drop via Web	98797	BIO	203	LGI
Registered on Apr 29, 2019	None ▼	98215	PSY	105	SD
Registered on Apr 29, 2019	None ▼	98316	ENG	101	C

Withdraw from a Course

You can only withdraw from a course by meeting with an Advisor.

Before speaking to an Advisor about Withdrawing:

- Speak with your instructor to see if you can raise your grade.
- Attend tutoring for support
- Extra credit/ make up missed assignments
- Speak with Financial Aid about how this will impact your current bill and future financial aid.
- Speak with an Advisor to withdraw and create a plan moving forward.

Changing your major

Either after performing a career assessment, or you have had a discussion about career and transfer goals with an advisor, you can change your major by completing a Program Change Form. All change forms are processed through the Advising, Career and Transfer Center.

Using Blackboard for coursework

The online tutorial in Blackboard is a great resource. Click on Login and type in demo as the username and password. If you need additional assistance with navigating Bb, please see the links under On Demand Help, which is found below My Courses. You can also receive Blackboard support by calling 866-520-7129.

Policies and Procedures

This information is located in the college catalog and can be found at <http://catalog.mwcc.edu/>

Additional new student information can be found at <https://mwcc.edu/new-students/>

Additional advising FAQ's can be found at <https://mwcc.edu/academics/advising/faqs/>

Financial Aid and Student Accounts

Maintain Good Standing

What is SAP?

SAP stands for Satisfactory Academic Progress. While enrolled, you must maintain good academic and financial aid standing.

SAP is based upon one or more of the following criteria:

1. Earn & maintain a "C" or higher average (2.0 GPA or higher)
2. Successfully complete 2/3 of attempted courses (67% PACE)
3. Graduate within 150% of required credits for your program

What could happen if I do not meet SAP requirements?

- You could lose your financial aid.
- You will need to meet with a SAP advisor to create a plan to get on track if you do not meet SAP standards.
- The first semester you fall below on any of the three criteria listed above, you will be placed on financial aid and/or academic *warning* for the following semester.
- If your status stays *below satisfactory* after the warning semester, you will be placed on financial aid and/or academic *suspension*.
 - You have the ability to file an appeal. An email will be sent to your MWCC account with the appeal process.
 - Please speak with your advisor during this process.

Review Financial Aid Award

1. Log into iConnect
2. Click on the WebConnect icon
3. Click “Student and Financial Aid”
4. Scroll down to “Financial Aid” and click
5. Click Award Information
6. Click “Awards for the Year”
7. Select the Academic Year from the drop-down menu and click Submit
8. Click on Bookstore Payment Authorization Tab
9. Read and then select Accept from the drop-down menu and click Submit Information.
10. Review the information on the following tabs:
 - o **General information** about financial aid
 - o **Bookstore Payment Authorization** is required to use your financial aid at the campus bookstore. Authorization must be given by adjusting the drop down menu.
 - o **Award Overview** is your financial aid award, including grants, loans, and tuition waivers.
 - o **Accept Award Offer** is required to accept student loans; follow directions listed in this area.

Need Help?

Contact Financial Aid
Call: 978-630-9169
Email: financialaid@mwcc.mass.edu
Stop in: Gardner 164

Book Vouchers

Students who have Financial Aid awarded in excess of their tuition and fee charges can view their Bookstore Credit Eligibility on iConnect by following these online steps during the appropriate time frame below:

1. Log into iConnect
2. If you have a book voucher available, click on “**You are eligible for a Bookstore Credit**” and scroll down to see the amount of your credit.
3. This voucher is not physical. Your refund information will be available at the bookstore.

Find Books & Course Materials**

1. Log in to iConnect
2. Under Links of Interest (on the right), click Bookstore
3. Scroll down, select your term and click “Submit”
4. Enter the information from your schedule and click “Find Materials”

LINKS OF INTEREST

[Bookstore](#)

[Download Office 365](#)

Find My Course Materials

Make your selections below to find your textbooks.


Program Mount Wachusett Communi	Term Summer 2020
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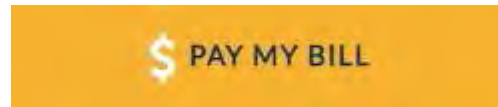
Shop by Course | Shop by Course ID

1	Q Department ART	⊗ →	Course 101	▼	Section MWG	Delete
2	Q Select Department	→	Select Course	▼	Select Section	▼
3	Add Another Course					

FIND MATERIALS FOR 1 COURSE(S) →

Pay your Bill

1. Bills are emailed to your MWCC account 
2. Log into iConnect
3. Click the Pay my Bill button
4. Choose either “Make a Payment” or “Join the Payment Plan” and follow the instructions
 - Payment plans will automatically adjust if schedules are adjusted. Please be aware that if you add credits to your schedule after enrolling in the payment plan, your monthly payment amount will automatically increase.



Need Help?
Contact Student Accounts
Call: 978-630-9386
Stop in: Gardner 165

Financial Aid Refund

If you continue to have excess Financial Aid after the book voucher period, you will receive a refund of those funds. To receive your refund, follow the steps below.

1. Log onto iconnect.mwcc.edu
2. Click on Pay My Bill (Navigation bar, top of the page)
3. Choose BankMobile Refunds
4. Note: You MUST select a preference in order to receive a timely refund

Next Steps

- Waive Health Insurance:** completed once every academic year by students registered for nine (9) or more credit hours. Click on Cost & Financial Aid – Waive Health Insurance via iConnect.
 1. Log into iConnect
 2. Click the Pay My Bill button
 3. Click “Waive Health Insurance”
 4. Follow Instructions on the Gallagher Student Website to Create a Login and Waive Insurance

- File the FAFSA starting in October every academic year if you plan to use Financial Aid the following academic year; visit FAFSA.gov.

- Submit** any outstanding Official Transcripts to the Records office for evaluation

- Submit Immunization Forms by mail or fax:** Please do not email medical records.
 1. Mail: MWCC Health Services, 444 Green St., Gardner, MA 01440
 2. Fax: 978-630-9528
 3. Immunization information can be found here: <https://www.mwcc.edu/current-students/support/health/immunization/>

- Attend New Student Orientation.

- Review iConnect:** check email regularly, keep up with announcements, review the Academic Calendar and more.

- Read the Academic Catalog, catalog.mwcc.edu, for information specific to your program, academic policies, rules and regulations.

- Stay connected to your advisor or staff that you have met today.

- Achieve Success:** Attend class, visit professors during their office hours, stay connected with services on campus, and seek help if you need it.
 - **Know & Build Your Support System:** On the back of this booklet, there is contact information for services on campus that can help you at MWCC.

Mount Wachusett Community College faculty and staff are here for you and we look forward to seeing you on campus!

Glossary of Academic Terms

A. A. – Associate in Arts	An under-graduate degree of at least 60 credits or more awarded upon successful completion of a program of study in liberal arts and sciences that prepares students to transfer to a baccalaureate institution.
A. S. – Associate in Science	An under-graduate degree of at least 60 credits awarded upon successful completion of a program of study in an applied subject area, such as computers, electronics, or health, that prepares students to enter the work force.
Academic Advisor	College staff member responsible for providing guidance in course and/or program-related issues.
Academic Calendar	A list of important dates & deadlines to remember each semester.
Academic Map	A semester by semester pathway that students follow to successfully complete degree or certificate requirements and graduate.
Academic Term (semester)	Fall, spring, and summer weeks when classes are in session. Fall and spring semesters are approximately fifteen weeks long. The summer semester is seven weeks long.
Academic Year	September to August
Add a Course	To enroll in additional courses after registration is complete. It may be accomplished only during the schedule adjustment period as specified on the academic calendar and processed through the Registrar's Office.
Adjunct Faculty	Members of the College staff who teach on a part-time basis.
Administration	College staff members responsible for management and supervision.
Advising Hold	Ensures that students see an academic advisor each semester and remain on track to graduate. The Advising Hold prevents a student from registering for courses until they've met with their academic advisor.
Alumni	Graduates, in the plural.
Articulation Agreement	A formal agreement between Cape Cod Community College and a four-year college or university which eases the transfer to that institution.
Audit	To take a course under an agreement which does not result in a final grade of A, B, C, etc. Generally involves regular attendance and participation, but limits graded activities, such as exams. Requires full payment of tuition.
Book vouchers	Allow students to purchase textbooks and related educational supplies at the College Bookstore with anticipated excess financial aid funds.
Certificate Program	An academic program of study in a specific field intended for occupational training, upgrading or retraining, generally 30 credits or less in duration. A certificate is awarded upon successful completion of the program.
College Catalog	Published online each year. It includes all of the information you need to know about 4Cs such as procedures and policies, academic programs, and course descriptions.
Commencement	Graduation
Concentration	Specific program of study within an associate degree program (example: Liberal Arts <u>program</u> with a Psychology <u>concentration</u>)
Credit Course	An academic course numbered 100 or above in the College catalog which may be applied toward completion of a degree or certificate (see Developmental Course).
Credit Hour	A standard measure of the amount of instructional time required to successfully complete a course. For example, ENL101, English Composition I, is a 3 credit hour course, which means that it will meet for 3 hours each week for one semester.
Curriculum	Set of courses focused in a particular field, i.e., accounting, criminal justice, and Nursing.

Dean	Member of administrative staff responsible for supervision and management of a particular division of the College.
Degree Program	At Cape Cod Community College, an associate in arts or associate in science program of study requiring 60 credits or more for completion
Developmental Course	A basic skill development course, generally numbered below 100 in the College catalog, which carries college credit but does not count toward the requirements for graduation.
Drop	To cancel registration in a course. It may be accomplished only during the schedule adjustment period as specified on the academic calendar and processed through the Registrar's Office.
Elective	A course requirement in a program of study that may be fulfilled with a variety of courses in the designated discipline area numbered above 100.
Faculty	Members of the College staff who teach.
Fees	Charges to students by the College for specific services.
Financial Aid	Funding provided to students from various sources to assist in defraying expenses to attend the College.
Free Application for Federal Student Aid (FAFSA)	A standardized application including detailed financial data that is required to determine eligibility for all financial aid programs.
Full-Time (student)	Students registered for 12 or more credits in the fall or spring semester.
GED	General Educational Development (high school equivalency diploma).
General Education Requirements	A common core of courses that all students are required to take which provide for the acquisition of the core skills and knowledge of a literate citizenry.
GPA (Cumulative GPA)	Grade point average used to compute student academic standing.
MassTransfer	The transfer program for the Massachusetts public university education system.
Matriculated	A student who has been accepted into a degree or certificate program.
Mid-Term	The point midway through an academic term.
Part-Time (student)	Student enrolled for 11 credits or fewer in the fall or spring semester.
Prerequisite	Skill or course required for entry into a course or program of study. Prerequisites may be satisfied by achieving appropriate Basic Skills Assessment scores or may be waived by the instructor. Prerequisites must be completed prior to (or be currently enrolled in) registering for the next level course.
Program	A student's selected academic program of study. The program is listed on a student's diploma upon graduating.
Satisfactory Academic Progress (SAP)	Financial aid regulations require that you must make satisfactory academic progress toward completing a degree or certificate. For example, you must maintain a minimum cumulative grade point average of 2.0 and you must pass at least two-thirds (67%) of your courses each semester.
Syllabus	An academic document that communicates course information and defines expectations and responsibilities.
Transcript	Permanent record of student academic grades.
Tuition	Charges to a student by the College for registration in credit courses.
Withdrawal from the College	The formal process of notifying the College of the decision to discontinue attending all classes. Available through the Counseling Office.
Withdrawal from a Course	The formal process of notifying the College of the decision to discontinue attendance in a course. Available through the Registrar's Office.

SUMMER 2020 ACADEMIC CALENDAR							
		Full Summer				Summer 1	
Mon	May	25	Memorial Day - no classes, all campuses closed - evening	Mon	May	25	Memorial Day - no classes, all campuses closed - evening
Tue	May	26	Full Semester: Classes Begin	Tue	May	26	Summer 1: Classes Begin
Mon	June	1	Full Semester: Last day to add classes and drop classes with 100% refund	Mon	June	1	Summer 1: Last day to add classes and drop classes with 100% refund
Mon	June	8	Full Semester: Last day to withdraw with a 50% refund	Mon	June	8	Summer 1: Last day to withdraw with a 50% refund
Mon	June	15	Full Semester: Last day to withdraw with a 50% refund	Tue	June	9	Summer 1: Last day to withdraw with a 50% refund
Mon	June	22	Full Semester: Last day to withdraw with a 50% refund	Tue	June	16	Summer 1: Last day to withdraw with a 50% refund
Mon	June	29	Full Semester: Last day to withdraw with a 50% refund	Wed	June	23	Summer 1: Last day to withdraw with a 50% refund
Mon	July	6	Full Semester: Last day to withdraw with a 50% refund	Thu	July	2	Summer 1: Last day of class
Mon	July	13	Full Semester: Last day to withdraw with a 50% refund	Summer 2			
Mon	July	20	Full Semester: Last day to withdraw with a 50% refund	Mon	July	13	Summer 2: Classes Begin
Mon	July	27	Full Semester: Last day to withdraw with a 50% refund	Tue	July	14	Summer 2: Last day to add classes and drop classes with 100% refund
Mon	August	3	Full Semester: Last day to withdraw with a 50% refund	Mon	July	20	Summer 2: Last day to withdraw with a 50% refund
Mon	August	10	Full Semester: Last day to withdraw with a 50% refund	Tue	July	27	Summer 2: Last day to withdraw with a 50% refund
Mon	August	17	Full Semester: Last day to withdraw with a 50% refund	Mon	August	3	Summer 2: Last day to withdraw with a 50% refund
Mon	August	24	Full Semester: Last day to withdraw with a 50% refund	Tue	August	4	Summer 2: Last day to withdraw with a 50% refund
Mon	August	31	Full Semester: Last day to withdraw with a 50% refund	Thu	August	20	Summer 2: Last day of classes
Mon	September	7	Full Semester: Last day to withdraw with a 50% refund	The academic calendar is subject to change. Please refer to mwcc.edu/academic/academic-calendar .			

For most up to date academic calendar, please visit:

mwcc.edu/academic/academic-calendar

Contact Us

We Are Here to Help You Along the Way

Admissions

Tel: 978-630-9110

Email: admissions@mwcc.edu

Web: mwcc.edu/admissions

Advising, Career and Transfer

Gardner: 978-630-9109

Leominster: 978-630-9812

Devens: 978-630-9569

Email: advisor@mwcc.mass.edu

Web: mwcc.edu/advising

Visions/RX

Tel: 978-630-9297

Web: mwcc.edu/trio

Tutoring and Academic Support

Tel: 978-630-9333

Email: asc@mwcc.mass.edu

Web: mwcc.edu/tutoring

IT Help Desk

Tel: 978-520-7129

Email: helpdesk@mwcc.edu

Blackboard Help Desk

Tel: 866-520-7129

Records

Tel: 978-630-9106

Email: records@mwcc.edu

Web: mwcc.edu/records

Student Accounts

Tel: 978-630-9386

Email: studentaccounts@mwcc.mass.edu

Web: mwcc.edu/accounts

Financial Aid

Tel: 978-630-9169

Email: financialaid@mwcc.mass.edu

Web: mwcc.edu/financial

Student Services

Tel: 978-630-9855

Web: mwcc.edu/support

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Bookstore

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