2024-2025 INFORMATION FOR STUDENTS AND ADVISORS

1. **Academic Calendar and resources**
   - Academic Calendar 2024-2025

FALL 2024 CALENDAR

August
13	Financial Responsibility Agreement due
20	Faculty return to campus
23	Bill payment due
26	First day of classes
26-30	Late and special audit registration

September
2	Labor Day - no classes – College Holiday
30	Last day to choose audit grade option for traditional semester courses

October
9	Six-week grades entered into Banner Web by 3 pm
14	Fall Break - no classes
15	Faculty Development Day- no classes
16	Follows a Monday Schedule

November
25-29	Fall Break – Thanksgiving – no classes

December
18	Last day of classes
19-20	Final examinations
20	Last day to choose CR/F grade option for traditional semester courses
	Last day to officially withdraw from an individual class with a grade of "W"
23	Grades entered into Banner Web by noon.
24-Jan 1	College Holiday

SPRING 2025 CALENDAR

January
7	Financial Responsibility Agreement due
15	Faculty return to campus
17	Bill payment due
21	First day of classes
21-27	Late and special audit registration

February
17	Presidents Day – no classes
18	Faculty Development Day – no classes
19	Follows a Monday schedule
26	Last day to choose audit grade option for traditional semester courses

March
12	Six-week grades entered into Banner Web by 3 pm

April
14-20	Spring Break –no classes

May
14	Last day of classes
15-16	Final examinations
16	Last day to choose CR/F grade option for traditional semester courses
	Last day to officially withdraw from an individual class with a grade of "W"
19	Grades entered into Banner Web by 4 pm

SUMMER 2025 CALENDAR

SUMMER SESSION I

May
6	Financial Responsibility Agreement due
16	Payment of student accounts due - payment is due upon registration after May 16, 2025
21	First day of classes
21-22	Late registration and special audit registration
26	Memorial Day- no classes

June
19	Juneteenth – No Classes

July
2	Follows a Monday schedule

July
3	Last day of classes
	Last day to choose CR/F or audit grade option
	Last day to officially withdraw from an individual class with a grade of "W"
	Graded entered into Banner Web by 3 p.m.

2024 SUMMER SESSION II

July
7	First day of classes
7-8	Late registration and special audit registration

August
14	Last day of classes
	Last day to choose CR/F or audit grade option
	Last day to officially withdraw from an individual class with a grade of "W"
15	Grades entered into Banner Web by 3 p.m.

2. **Campus Services Information**

Jamestown Campus 716.338.1000

Accessibility Services (HULT)	Monday-Friday, 8:30 am-4:30 pm and by appointment
Admissions (COCE)	Monday-Friday, 9 am-5 p.m.; evenings by appointment
Artworks (COCE)	Monday, Wednesday, 9 a.m.-10 p.m.; Tuesday, Thursday, 8:30 a.m.-10 p.m.; Friday, 9 a.m.-2 p.m.; Saturday, 10 a.m.-4 p.m.
Business Office (COCE)	Monday-Friday, 9 a.m.-5 p.m.
Cafeteria (COCE)	Opens Aug. 23, Hours M-F will be posted. Closed weekends.

Campus Store (COCE)	Campus Store (COCE) and online web store: https://sunyjcc.bncollege.com/ Course materials/textbook lists will be available 30 days prior to the start of classes. Online orders will be shipped free for the two weeks prior to the start of classes. Curbside pick-up is available at Jamestown Campus only. Financial aid opens for use on purchases beginning 2 weeks prior to the start of classes. Store hours will be posted on the website, including extended hours during the first week of classes.
Computer Lab (SHEL)	Monday-Thursday, 8:30 am-10 pm; Friday, 8:30 am-3 pm; Saturday, 9 am-3 pm
Success Center (COCE)	Monday-Friday, 9 a.m.-5 p.m.
Financial Aid (COCE)	Monday-Friday, 9 a.m.-5 p.m.
Health Center (COCE)	Monday-Friday, 8:30 am-4:30 pm (To reach the nurse in an emergency: 490-0401.)
Learning Commons (HULT)	Monday-Thursday, 8 a.m.-6:00 p.m.; Friday, 8 a.m. - 4 p.m. (Accessibility Services, Learning Center, Library)
Registrar's Office (COCE)	Monday-Friday, 9 a.m.-5 p.m.
Student Services Center (COCE)	Monday-Friday, 9 a.m.- 5 p.m.
Student Union (COCE)	Monday-Thursday, 8 a.m.-10 p.m.; Friday, 8 a.m.-5 p.m.
Total Fitness Center (PHED)	Hours for student access will be posted here.

Cattaraugus County Campus 716.376.7500

Admissions (COLL)	Monday-Thursday, 8:30 a.m.-5 p.m.; Friday, 8:30 a.m.-4:30 p.m.; evenings by appointment.
Campus Web Store	Campus Store and online web store: https://sunyjcc.bncollege.com/ Course materials/textbook lists will be available 30 days prior to the start of classes. Online orders will be shipped free for the two weeks prior to the start of classes. Financial aid opens for use on purchases beginning 2 weeks prior to the start of classes.
Success Center (COLL)	Mon-Fri, 9 a.m. - 5 p.m.
Accessibility Services	(In Learning Commons - LLAC) Hours as posted and by appointment.
Financial Aid (COLL 114)	Monday-Thursday, 9 a.m.-5 p.m.
Health Center (COLL 142)	Monday-Friday, 8:30 a.m.-4:30 p.m. (To reach the nurse in an emergency, call 716.490.0400)
Learning Commons (LLAC)	Monday-Thursday, 8 a.m.-5 p.m.; Friday, 8 a.m.-1 p.m. (Accessibility Services, Learning Center, Library)
Student Services Center (COLL)	Mon-Thurs, 8:30 a.m.-5 p.m.; Friday, 8:30 a.m.-4:30 p.m.

North County Center 716.363.6500

Hours: Monday-Thursday: 9 am – 5 pm; Friday: 9 am - 4 pm

College Web Store: Campus Store and online web store: https://sunyjcc.bncollege.com/. Course materials/textbook lists will be available 30 days prior to the start of classes. Online orders will be shipped free for the two weeks prior to the start of classes. Financial aid opens for use on purchases beginning 2 weeks prior to the start of classes.

Accessibility Support Services: Hours as posted and by appointment.

Success Center: Call 716.363.6500 for appointment availability.

Warren Center 1.800.388.8557

The JCC Warren Center operates under the auspices of the Warren/Forest Higher Education Council and is licensed to offer the A.S. in Business-Business Administration and the A.A. in Liberal Arts and Sciences: Social Sciences. The council provides space, instructional supplies, utilities, and computer labs for the provider colleges at the site. The council (http://www.hi-ed.org) is located on the second floor of the Curwen Building, 589 Hospital Dr., Suite F, Warren, PA.

3. **Financial Aid and Billing**
   - Cost of Attendance, Tuition, and Fees

   NOTE: The college reserves the right to make, at any time, any changes it deems advisable in tuition or refund policies.

2024-2025 Tuition (subject to change)

Full-time students - 12 or more credit hours
- NYS resident with valid certificate of residence — $2,800 per semester
- NYS resident without valid certificate of residence — $5,600 per semester
- Out-of-state resident — $5,600 per semester

Part-time students - fewer than 12 credit hours
- NYS resident with valid certificate of residence — $233 per credit hour
- NYS resident without valid certificate of residence — $466 per credit hour
- Out-of-state resident — $466 per credit hour

Residence Hall Suites
First Year Students:
- Single Room (7 meals per week): $4,440/semester
- Single Room (12 meals per week): $4,860/semester
- Single Room (15 meals per week): $5,340/semester
- Double Room (7 meals per week): $3,850/semester
- Double Room (12 meals per week): $4,310/semester
- Double Room (15 meals per week): $4,790/semester

Returning Students:
- Single Room (7 meals per week): $4,250/semester
- Single Room (12 meals per week): $4,700/semester
- Single Room (15 meals per week): $5,150/semester
- Double Room (7 meals per week): $3,770/semester
- Double Room (12 meals per week): $4,220/semester
- Double Room (15 meals per week): $4,670/semester

The following fees are mandatory and are not refundable after drop/add period:
Student Activities Fee
- Faculty Student Association (FSA) Fee $14.75/credit hour, up to 11 credit hours
  $223/semester Flat Rate for all Full-Time students, 12 credit hours or more

Course Fees
- Health Services Fee *(on-campus students only)* — $4.75 per credit hour
- Learning Network Fee *(all students)* — $6.75 per credit hour
- Technology Fee *(all students)* — $11.75 per credit hour
- Jayhawk Book Bundle Fee *(all students excluding Nursing and OTA students)* — $23.50 per credit hour
- Laboratory/Studio Fees *(specified courses)* — varies $10-$250

College Fees
- College Processing Fee *(one-time fee payable upon admission to JCC)* — $85
- Official Transcript Fee — refer to website
- Late Payment Fee — $50
- Placement Test Retesting Fee — $10
- Returned Check Fee — $40 per check

Please review JCC's website for additional housing packages at: https://www.sunyjcc.edu/experience/residence-life/apply

- Students who withdraw their registration from any or all classes shall be liable for payment of tuition and fees, and are eligible for refunds according to the following schedule:

	TUITION LIABILITY	REDUCTION OF TUITION CHARGES
Prior to the first day of classes	0%	100%
1st week of semester tuition and fee liability begins	25%	75%
2nd week of semester	50%	50%
3rd week of semester	75%	25%
4th week of semester and later	100%	0%

- Students participating in drop/add procedures during the first week of classes will not be assessed charges for dropped classes required for course schedule changes.
- Students who wish to withdraw from an individual course complete the Individual Course Withdrawal form on the Registrar's Office webpage.
- Students who wish to withdraw from all their classes begin the process with the Success Center. Students should consult with the financial aid and business offices *before* they stop attending classes or officially submit their withdrawal.
- All refunds are based on the date withdrawal forms are completed and filed with the registrar's office. Exceptions to this policy will be considered under extenuating circumstances.
- Students who receive Title IV aid (Pell, SEOG, Direct loans) and withdraw from all classes may have their awards reduced and will be responsible to repay any aid disbursed that they are subsequently ineligible to receive. Refunds are paid in the following order: Federal Direct Loans (subsidized and unsubsidized), PLUS Loans, Pell, SEOG Grants, required refunds of other federal, state, private, or institutional assistance, to the student.
- International student insurance
- FAFSA & Financial Aid Process
- Certificate Of Residence
- Scholarships
- Payment Process for All Students
- Maintaining Eligibility for Financial Aid

4. **Registration Procedures**
   - Academic Advisement
     - Current Students
     - New Students
   - Placement Test Information
   - Immunization Requirements

5. **Academic Information**
   - College Catalog
   - Credit Course Schedules – All semester course information can be found here.

- [Browse Courses in Banner](#) – All course information in Banner can be found here.
- [Course Codes](#)
- [Course Requirements](#)
- [Course Schedule Terminology](#)
- [Sample Course Schedule](#)
- [Instructional Modes](#):

Instructional Method Types & Explanations

	Synchronous	Asynchronous	Hybrid	FLEX
In-Person	In-Person (000)		Asynchronous & In-person (004)	
Online	Zoom (001)	Asynchronous Online (002)	Asynchronous & Zoom (003)	
Hybrid	Zoom & In-person (005)			
FLEX				Hyflex (006)

Fully In-Person	
In Person (on campus) - 000	Classes meet in person on the campus listed or other approved location.
Fully Online	
Asynchronous Online - 002	Classes are completed via Brightspace, the college's web-based learning management system, from any location that has internet access at times that you set for yourself. Students are expected to complete assignments by deadlines set by the instructor. You must be able to access the internet through a device equipped with speakers.
Hybrid (online & zoom) - 003	Class requires both asynchronous online learning and synchronous online meetings via Zoom or other resources. Specific meeting times for synchronous portions of classes are listed with each course.
Synchronous Online (zoom) - 001	Classes are completed live using Zoom or a similar web-based interactive video platform from any location that has internet access in real time according to a pre-set schedule. You must access the internet through a device that has both a camera and speakers. Specific meeting times for synchronous portions of classes are listed with each course.
Hybrid	
Hybrid (online & in person) - 004	Class requires both asynchronous online learning and in person meetings. Specific meeting times and locations for in-person portions of classes are listed with each course.
Hybrid (zoom & in person) - 005	Class requires both synchronous online meetings via zoom and in person meetings. Specific meeting times and locations are listed with each course.
Hyflex - 006	Combines online and face-to-face instruction simultaneously into one single course section. Students are able to participate in class in different ways: as a synchronous distance learner (via real-time, video streaming); as an asynchronous distance learner (accessing materials, recorded lectures, and responding at a later time); as a face-to-face learner (physically present in the classroom); or as a flexible learner (with a degree of choice as to how they participate each week; sometimes face-to-face, sometimes by streaming class sessions, etc.).

- [Online Courses](#)
- [Honors Program](#)
- [Inquire Course Information](#)
- **[SUNY General Education](#)**
  - [For Students Matriculating in Fall 2023 and after](#)
  - [Information For Students Who Matriculated Prior to Fall 2023](#)