Naugatuck Valley Community College

The *smart* choice.

750 Chase Parkway • Waterbury, CT 06708
190 Main Street • Danbury, CT 06810

Admissions and Enrollment Guide
Spring classes begin January 21 in Waterbury and Danbury

Spring 2022

4 EASY STEPS TO TAKING CLASSES AT NVCC

Important dates: Spring 2022

Wednesday, December 15, 2021..Tuition due
Friday, December 31, 2021 ....New Year's Day observed, college closed
Saturday, January 1...New Year's Day, no classes, college closed
Monday, January 17 ....Martin Luther King Day, no classes, college closed
Friday, January 21... Spring 2022 classes begin
Friday, February 4...Late-start classes begin
Friday, February 18..No classes, college open
Monday, February 21 ....Presidents' Day, no classes, college closed
Monday, March 14 - Sunday, March 20..............Spring Recess, no classes, college open
Thursday, March 24..Full-semester, midterm grades due
Thursday, April 7 ....Late-start, midterm grades due
Friday, April 15 ....Good Friday/Day of Reflection, no classes, college closed
Saturday, April 16..No classes, college closed
Sunday, April 17...Easter Sunday , no classes, college closed
Monday, May 9...Last day of classes
Tuesday, May 10 - Monday, May 16................................. Final exam period
Tuesday, May 17..Final exam make-up day
Thursday, May 19..Final grades due 9 a.m.
Tuesday, May 24.. Honors Night
Thursday, May 26..Commencement
Monday, May 30...Memorial Day, college closed

Please go to pages 7 and 9 for details regarding the BOR tuition and fee refund policy.

Dates may be subject to change. Please check the website at nv.edu/calendar.

NOTE: For add/drop, refund, and withdrawal dates, please go to nv.edu/calendar.

Campus/Virtual Office hours: Spring 2022

The following Student Services offices are open
Mondays - Fridays: 8:00 am - 5:00 pm:

ADMISSIONS: K500 - *(On-Campus and Virtual Appointments)*
Waterbury: (phone) 203-575-8080 • (fax) 203-596-8766
Danbury: (phone) 203-437-9699 • (fax) 203-798-9682
Email: nvcc@nv.edu
Web: nv.edu/apply

CAPSS: (COUNSELING, ADVISING AND TESTING) - K520
(On-Campus and Virtual Appointments)
(phone) 203-575-8025
(fax) 203-596-8610
Email: capss@nv.edu
Web: nv.edu/advising

BURSAR: K508 - *(On-Campus and Virtual Appointments)*
(phone) 203-575-8055
(fax) 203-596-8623
Email: bursars@nv.edu
Web: nv.edu/pay

FINANCIAL AID: K512 - *(On-Campus and Virtual Appointments)*
(phone) 203-575-8274
(fax) 203-575-8157
Email: NV-FinancialAid@nvcc.commnet.edu
Web: nv.edu/financialaid

REGISTRAR: K516 - *(On-Campus and Virtual Appointments)*
(phone) 203-596-2177
(fax) 203-575-8085
Email: records@nv.edu
Web: nv.edu/records

Four easy steps to taking classes at NVCC

The NVCC Mission: Naugatuck Valley Community College offers quality, affordable education and training in response to evolving community needs by providing opportunities to individuals and organizations to develop their potential.

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1 Apply for Admission In-Person or Online

Spring classes begin January 21. Please apply using our online application at nv.edu/apply. Applications will be accepted until classes begin, however after January 10, they are considered late and may not be processed in time for students to register for classes or secure financial aid.

Go to nv.edu/apply

Supply the following documents to the Admissions Office:

- Completed College Application
- Final high school transcript, diploma or GED
- Proof of immunizations (form at nv.edu/immunizations)
- Transfer students should provide previous college transcripts; official copy for transfer credit, unofficial copy to meet prerequisite requirements and/or waive testing. These documents can be emailed to nvcc@nv.edu
- Students may be waived from the placement test with qualifying SAT, ACT or GED test scores or previous College Math/English scores. Speak with your advisor about placement.
- Transfer students with remaining Pell funds from their previous college must select a major and provide proof of high school completion. Students must also provide an unofficial transcript indicating prerequisites have been met. See page 5.
- Non-Degree students are not eligible for financial aid.

Danbury-area students may choose to contact our Danbury Campus at (203) 437- 9699 or by email: nvccdanburycampus@nv.edu.

Students taking Non-credit Lifelong Learning courses need not apply to the College. Call 203-575-8029 to register. Visit nv.edu/nc

Contact Admissions:

Phone: 203-575-8080 • Fax: 203-596-8766
Email: nvcc@nv.edu
Para información en Español llame al : 203-575-8032

Our admissions staff is working on-campus and virtually to assist you. Go to: nv.edu/admissions and speak with a live admissions representative.

Communication from the Admissions Office

All communications will be sent via email. Please provide a valid email address on your application and check it regularly for important notifications. New students will receive a college email account after they are accepted to NVCC. Watch for details in your acceptance letter.

Our admissions staff is here to help you. Call 203-575-8080 or go to to **NV.EDU/ADMISSIONS** and click on any of the virtual weekday sessions to speak live with an Admissions representative. You may apply online at anytime at **NV.EDU/APPLY**

View Course Schedules Online

Students must be officially accepted to the college to create and use their myCommnet account. Everyone may view course offerings without an account. Visit nv.edu and click "Search for Courses" button on the home page Spring classes banner.

Need Help Completing the Application?

Visit nv.edu/apply and scroll down to join a virtual application help session. Just select the date and time that works for your schedule and click "Join WebEx Event". Questions? Call 203-575-8080.

In-Person & Virtual Information Sessions

Learn about NVCC's Waterbury and Danbury campuses. Join us for an information session. Go to nv.edu/visit and find a session that works for you. Questions? Contact Blayre Millo at bmillo@nv.edu. Spanish sessions are available upon request.

myCommNet Help

Need help using myCommnet? Set up a virtual appointment with Iris Astacio at IAstacio@nv.edu or go to nv.edu/admissions and scroll down to join one of the virtual myCommNet help sessions.

Non-credit Lifelong Learning Students

Formal admission to the College is not required for non-credit coursework. See the back cover under "Learn2Earn" for more information. WIOA approved programs are available.

Workforce Grants at NVCC

Are you unemployed, under-employed or a dislocated worker? NVCC maintains partnerships with local agencies to expand opportunities for eligible students to get financial assistance for credit and non-credit college programs. To find out more contact Linda Stango at (203) 575-8221 or lstango@nv.edu. Available grants include:

Workforce Innovation & Opportunities Act (WIOA): https://www.ctdol.state.ct.us/wia/WhatIsWIoA.htm

Trade Adjustment Assistance: https://www.ctdol.state.ct.us/TradeAct/ (TAA)

Mortgage Crisis: https://www.workplace.org/mortgage-crisis-job-training-program/

2

Apply for Financial Aid

It's Simple. To Apply for Financial Aid, Follow These Steps:

✓ Go to https://fsaid.ed.gov and obtain an FSA ID. The FAFSA application is at www.fafsa.ed.gov

✓ Enter the **school code for NVCC: 006982** on your application.

✓ Check your application status by logging onto myCommNet at my.commnet.edu. You can check if there is missing documentation, or view your award package, if eligible.

✓ If selected, you'll receive an email from the Verification Gateway. Log in at the URL provided in the email, and get started with Inceptia. If you get stuck, call – Verification Gateway Customer Service at 888-374-VGCS (8427).

For more information go to nv.edu/FinancialAid.

Basic Eligibility Criteria

• Be a citizen or eligible non-citizen of the United States.

• Be enrolled (matriculated) in a degree or qualified certificate program.

• Have registered with Selective Service between the ages of 18–26, if you are a male.

• Be sure to apply early and submit your application by June 1. Applications submitted after the priority deadline will be accepted, however financial aid is awarded on a first-come, first-serve basis. You must allow four weeks from the completion of your application for an eligibility determination by the Financial Aid Office.

• Non-credit Lifelong Learning courses do not qualify for federal financial aid.

> Our financial aid staff is just a click away! Call 203-575-8274 or go to **NV.EDU/FINANCIALAID** and click on any of the weekday sessions to speak live with a Financial Aid representative. You may apply online at anytime at **NV.EDU/APPLY**

For New Students

Apply now for financial aid. You can start the financial aid process beginning October 1, before you even apply to the College. It's never too early to apply. Financial aid eligibility will be determined upon acceptance to NVCC.

For Continuing Students

• Be in good academic standing and maintain satisfactory progress according to federal regulations and the Connecticut Community College's Satisfactory Program Policy. This requires students to complete 67% of the classes attempted and maintain a 2.00 GPA. The policy is available at nv.edu/SAP.

• Students may not receive financial aid for any attempted credits that exceed 150% of their published program. For example, for a 60-credit degree program, students become ineligible when they have attempted 90 credits.

Important Information About Financial Aid:

• Students who withdraw from classes must be aware that their financial aid may be affected. **Please consult with the Financial Aid Office before withdrawing.**

• Financial aid does not cover non-credit courses.

• Students don't have to be full-time in order to receive aid.

Book Purchases

Students who are financial aid recipients may be eligible to receive a book voucher. Eligibility is based on the amount of financial aid awarded. Students awarded a book voucher may use it for the purchase of books at the George D. Yonan Memorial Bookstore. See Page 10 for hours. In-person book purchases are available only on the Waterbury Campus.

Accepting your Financial Aid

After submitting your application, you can track your financial aid status and award information online by using the myCommNet Student Information System at my.commnet.edu.

To apply for an FSA ID go to https://fsaid.ed.gov and click login.

(If you are a dependent student your parent must also apply for an FSA ID.)

3 On-Campus and Virtual Advising and Registration

A payment is required at registration. Please see pages 7-8. Spring 2022 online registration is open for continuing students on October 19. New students/Transfer registration begins November 2. New students must speak with an advisor before registration.

Advising for New Students

New students must speak with an advisor. New students must speak with an advisor for registration. Please use information in your Student Acceptance letter for next steps. For general questions about the admissions process and resources, please go to: nv.edu/contact.

Advising for Continuing/Returning Students

Continuing students should call or email their faculty advisor, program coordinator or assigned CAPSS advisor prior to registration. General Studies and Liberal Arts majors should speak with faculty advisors or counselors in the Center for Academic Planning and Student Success (CAPSS).

For Danbury area students, continuing students should call or email their assigned advisor prior to registration.

Find Your Advisor

There are several ways to find your advisor:

- Log in to Degree Works through my.commnet.edu. Your advisor name will be listed below your degree on the Worksheet tab. You can even send an email to your advisor by clicking directly on their name.

- Log in to your Banner web account at my.commnet.edu. Click "Banner Student Self Service." Select "Student Records." Select "Advisor and Major." Your advisor will be listed in your "Student Information."

- Check the list of advisors for those linked to your major. See page 18.

- Stop by to see us in the Center for Academic Planning & Student Success (CAPSS) in Kinney Hall, Room K520.

- Contact the CAPSS at 203-575-8025 or CAPSS@nv.edu.

Current students - our advising staff is ready to help. Call 203-575-8025 or go to **nv.edu/advising** and click on any of the weekday sessions to speak live with an advisor. New students **go to nv.edu/visit** and select an in-person or virtual information session at NVCC's Waterbury or Danbury campus. Tours are available!

Registration for New and Transfer Students begins Tuesday, November 2

Advising is recommended for all students and required for new degree-seeking students.

- New, degree-seeking students cannot register online and they must speak with an advisor prior to registration. Visit nv.edu/contact and speak live with an Admissions representative or email nvcc@nv.edu.

- Transfer and non-degree students are encouraged to contact an advisor and may register online at my.commnet.edu. Please email copies of unofficial transcripts to nvcc@nv.edu to obtain a prerequisite waiver

- Late registration requires admissions counselor approval.

- To view a full course schedule, go to nv.edu, click "Quicklinks" at the top, right and then click "course search" in the top banner.

Registration for Continuing and Readmit Students begins on Tuesday, October 19

- Continuing students may set up an in-person or virtual appointment with an advisor at: bit.ly/NVContinuingStudentAdvising

- Please go to nv.edu/calendar for registration and add/drop deadlines.

• How to Register Online

- Login to myCommNet.
- Access Banner Self-Service.
- Click "Registration/Schedule."
- Select "Class Registration."
- Select the term for registration, then submit.
- Enter your CRNs and click "Submit Changes" or click on the "Class Search" button to find courses.
- Once you see "Web Registered, " you are registered
- Click "Billing/Payment" link at the top to initiate and follow the payment process.
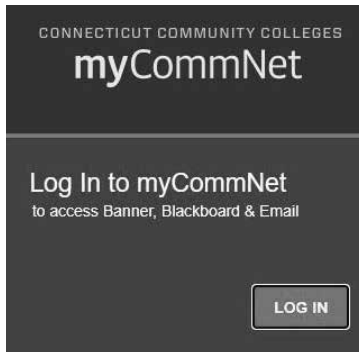
Watch this Video: How to Register using MyCommnet: bit.ly/RegisterwithMyCommnet and payment must be initiated.

<u>myCommNet</u> & College Email

myCommNet is our student portal that gives you the ability to access information with a single sign-on. You will use myCommNet to access your college email account, financial aid package, student records, and so much more.

HOW TO ACCESS YOUR ACCOUNT

(1) Go to my<u>CommNet site</u>. Click LOG IN

CONNECTICUT COMMUNITY COLLEGES
my CommNet

Log In to myCommNet
to access Banner, Blackboard & Email

LOG IN

(2) **NET ID:** Enter your 8-digit student/NetID number followed by @ student.commnet.edu

CSCU   Login Portal

Sign in
00001234@student.commnet.edu
_____

CSCU   Login Portal

← 00001234@student.commnet.edu

Enter password
●●●●●●●●●●
_____

Forgot my password   Sign in

(3) **PASSWORD:** Your initial password is a combination of:
   - First 3 letters of your birthday month
   - (1st letter capitalized)
   - The & symbol
   - Last 4 digits of your social security number
   - Example: Oct&1234

You will then be prompted to create a new unique password.

(i) Don't have a social security number? Visit the Connecticut Community College Help Center at bit.ly/CSCU-HelpDesk

IMPORTANT FEATURES WITHIN <u>MYCOMMNET</u>   *LOG IN IS REQUIRED.*

Access College Email

at bit.ly/CSCUCollegeEmail

myCommNet Alert System

myCommNet
ALERT

Get emergency and weather-related delays and closings texted to your cell phone with myCommNetAlert.

Students and employees are automatically enrolled in myCommNet upon registration or hiring. To confirm and/or update your information and priorities, follow these steps:

1. Log into your myCommNet account.
2. Once on the myCommNet home page, click on the "myCommNet Alert" icon in the middle of the page.
3. From here you will be able to update your contact information and preferences.

Access Your Blackboard Courses

Blackboard
  - Course syllabi, lectures, homework, etc.
  - Bb opens in a new tab or window
  - Close myCommNet window to avoid time-out messages.
  - Click **Support & Training** for Bb resources.

Blackboard FAQs

Access Banner Self-Service

Banner Student & Faculty Self-Service

  - Course registration, add/drop classes
  - Degree Requirements
  - Transcripts
  - Accounts/billing
  - Financial aid
  - Course evaluation, and more!
  - Faculty: Enter grades, check course rosters, etc.

4 Payment of Tuition and Fees

A payment is required at the time of registration. Registrations without payment or acceptable arrangements are subject to cancellation. Students are responsible for the applicable charges should they fail to formally drop the class(es) from their schedule or withdraw from the College. Students are responsible for the status of their accounts with the College. Such accounts can be viewed online at any time.

Payment of Tuition and Fees
Key Dates

Before December 15, 2021, payment of Student Activity and College Services fees is due at the time of registration.

Beginning December 15, 2021, the entire amount is due at the time of registration. At this time students must pay in full or have an acceptable arrangement plan in place.

- Classes begin on January 21, 2022.
- Tuition is due on December 15, 2021.

Important Information

The Bursar's Office can be reached at (203) 575-8055 or (203) 575-8164.

It is the student's responsibility to remove themselves from registered courses if they do not intend to attend the course(s). Failure to do so does not release the student from the financial obligations and may negatively impact your academic progress. NVCC reserves the right to cancel unpaid registration, but the student should not assume this will occur.

Making changes to course registrations is easily done either:

- online by going to nv.edu. Log in to your myCommnet account, click on "Banner Student & Faculty Self-Service," and then click "Registration/Schedule."
- in person at the Waterbury campus: Registrar's Office, K516 or at the Danbury Campus Administration Office.

Note: Email requests to remove yourself from registered courses will not be processed.

Acceptable arrangements in lieu of full payment must be student-initiated. These include:

- A fully-authorized financial aid award
- The first payment on a payment plan (see more on payment plan below)
- A letter from a third-party provider for an unconditional guarantee of payment
- An applicable Tuition/Fee Waiver Form

Books and supplies are additional costs that must be paid for at the time of purchase.

Connecticut State Community Colleges Refund and Withdrawal Policy

Policies are set by the Connecticut Board of Regents. The refund of tuition policy can be found at nv.edu/refund.

For refunds for non-credit program offerings, go to nv.edu/nc or call (203) 575-8029.

• *Tuition and fees are subject to change by the Board of Regents for Higher Education.*

Installment Payment Plan - **In person or online**

NVCC offers payment plans to students enrolling in three credits or more. Students can defer the payment of tuition beyond normal dates, for a fee of $25 each semester. To enroll in person, visit the Waterbury Campus Bursar's Office, Room K508, in Kinney Hall or the Danbury Campus Administrative Office. To enroll online, log in to your myCommNet account, click on "Faculty and Student Banner Self-Service," and then click "Billing/Payment."

Payment plans will be available online approximately October 19, 2021. Log in to your myCommNet account and follow the instructions.

How to Pay

- Pay online. Log in to your myCommNet account and click on "Banner Student & Faculty Self-Service." Then click "Billing/Payment" to access your account.
- Pay in person. Go to the Waterbury Campus Bursar's Office, K506 or the Danbury Campus Administrative Office. Cash, check, and all major credit cards accepted.
- Pay by phone: Call the Bursar's Office at (203) 575-8055.

Our Bursars' staff is ready to answer your questions or assist you with developing a payment plan so that you can reach your academic goals! Stop by the Bursar's Office in K506, email them at **BURSARS@NV.EDU**, or call them at 203-575-8055.

Spring 2022 Semester - Tuition and Fees

A payment is required at the time of registration. Registrations without payment or acceptable arrangements are subject to cancellation. Students are responsible for the applicable charges should they fail to formally drop the class(es) from their schedule or withdraw from the College. Students are responsible for the status of their accounts with the College. Such accounts can be viewed online at any time.

General Fund • In-State Residents

Semester Hours	Tuition	Non-refundable College Services Fee	Non-refundable Student Activity Fee	Total
1	$166.00	$88.00	$15.00	$269.00
2	$332.00	$95.00	$15.00	$442.00
3	$498.00	$101.00	$15.00	$614.00
4	$664.00	$106.00	$15.00	$785.00
5	$830.00	$125.00	$15.00	$970.00
6	$996.00	$142.00	$15.00	$1,153.00
7	$1,162.00	$160.00	$15.00	$1,337.00
8	$1,328.00	$175.00	$15.00	$1,518.00
9	$1,494.00	$194.00	$15.00	$1,703.00
10	$1,660.00	$209.00	$15.00	$1,884.00
11	$1,826.00	$227.00	$15.00	$2,068.00
12.0 or more*	$1,992.00	$246.00	$20.00	$2,258.00
Annual Full-time	$3,984.00	$492.00	$40.00	$4,516.00

*Excess Credits Tuition Charge

An additional flat tuition charge of $100 per semester shall apply when total registered credits exceed 17 for the semester.

Out-of-State Students

Credits	Tuition	Non-refundable College Services Fee	Non-refundable Student Activity Fee	Total
3	$1,494.00	$303.00	$15.00	$1,812.00
6	$2,988.00	$426.00	$15.00	$3,429.00
9	$4,482.00	$582.00	$15.00	$5,079.00
12*	$5,976.00	$738.00	$20.00	$6,734.00

*Excess Credits Tuition Charge

An additional flat tuition charge of $100 per semester shall apply when total registered credits exceed 17 for the semester.

NOTE: A complete listing of the out-of-state student fees is listed in the College catalog and on the website.

Mandatory Usage Fees, Spring 2022:

Clinical Program Fee-Level 1 * $487.00
*Per semester; not assessed Material or Supplemental Clinical Program Fee
Clinical Program Fee-Level 2* $359.00
Advanced Manufacturing Lab Fee $120.00
Supplemental Course Fee Level 1 ** $102.50
**Per course; level determined by additional contact hours
Supplemental Course Fee Level 2 ** .... $205.00 *max per term: $410*
Material Fee *** .... $51.00 *max per term: $102*
Nursing Media Fee $247.75
***Per course, where applicable

All tuition and fees are subject to change. Please check the website at nv.edu/tuition
Late payment fee: A late payment fee of $15 is charged for any tuition and fee payment received after the established date.

Refund, Withdrawal Policies

Refund Policy for Semester and Late Start Courses

Before registering for classes, students should read the refund policy established by the Board of Regents for Higher Education at nv.edu/refund.

Traditional Fall/Spring Semester Courses:

- Students who drop courses prior to the term or up until the 7th day of the term having elapsed (i.e. 10% of the term) will be entitled to a 100% refund of tuition and fees.
- Students who drop subsequently to the 7th day of the term but prior to the 21st day of the term having elapsed will be entitled to a 100% refund of tuition and fees less a "late drop" fee assessed at $50 per dropped course.
- Students who withdraw subsequently to the 21st day of the term having elapsed will be charged 100% of all tuition and fees.

Courses Offered in Abbreviated Terms (e.g. summer, winter, late start courses, etc.):

- Students who drop courses prior to the abbreviated term and up until 10% of the abbreviated term having elapsed will be entitled to a 100% refund of tuition and fees.
- Students who drop subsequently to 10% of the abbreviated term having elapsed but prior to 20% of the abbreviated term having elapsed will be entitled to a 100% refund of tuition and fees less a "late drop" fee assessed at $50 per dropped course.
- Students who withdraw subsequently to 20% of the abbreviated term having elapsed will be charged 100% of all tuition and fees. Dates representing the 10% - 20% points of the respective abbreviated terms will vary according to each session/part of term in which the student is registered. Please see the Registrar or Bursar's office for the exact dates on which the "late drop" fee will be assessed. Visit nv.edu/calendar.

The refund policy established by the Board of Regents for Higher Education can be found at nv.edu/refund.

For more information on our Academic Engagement Policy, or how to register, request a transcript, drop classes, or withdraw from a class visit: bit.ly/NVCCAcademicEngagementPolicy

Withdrawal Policy

Traditional Fall/Spring Semester Courses:

No course withdrawals will be accepted once 80% of the semester has passed. For a typical 15- week term, 80% of the term is considered the last day of the twelfth week of the term. A student may appeal the course withdrawal deadline due to mitigating circumstances.

Courses Offered in Abbreviated Terms (e.g. summer, winter, late start courses, etc.):

No course withdrawals will be accepted once 80% of the abbreviated term has passed. For abbreviated terms, 80% is considered the last day of the business week of that period. A student may appeal the course withdrawal deadline due to mitigating circumstances.

Note: Financial aid students who withdraw from summer courses subsequently to 20% of the abbreviated term having elapsed but prior to the summer financial aid census date may be charged 100% of tuition and fees for those courses with no corresponding/offsetting summer financial aid disbursement.

Adding & Dropping Courses:

Full-Term Courses (15 weeks):
Students may drop courses through the end of business day of the 21st calendar day of the term. Courses dropped during this period would not appear on a transcript. Courses can only be added up to calendar day seven of a full, 15-week term.

Abbreviated Term Courses:
Students may drop courses through the first 20% of an abbreviated term length. Courses dropped during this period would not appear on a transcript. Courses can only be added up to the first 10% of the abbreviated term length.

Non-Participation (Academic Engagement):

The community colleges are required to verify the academic engagement of each student in each registered course by demonstrating "academic attendance" or an "academically-related activity". This must be completed prior to the predetermined census date of each traditional semester, as well as during periods of enrollment shorter than the traditional 15-week semester (i.e., summer terms and other abbreviated terms).

Students who are determined to have not academically engaged in a period of enrollment leading up to census shall be assigned a registration status of "Never Participated (NP)" for each affected course. Students with the NP designation will be dropped from the course(s) they have not participated in and will be assessed a Late Drop Fee of $50 for each affected course as outlined in BOR policy 3.7.

Bookstore & Bus Passes

George D. Yonan Memorial Bookstore
Web: nv.edu/bookstore

Location: Student Center/Plaza Level, Room S300
Phone: 203-575-8137 • Email: naugatuck@bkstr.com

The College Bookstore is located in the Cistulli Student Center. Once you are on campus, take the Student Center elevator (located near the cafeteria) from level 5 down to level 3. The Bookstore is located across from the elevator doors. From the parking garage, take the center elevator up to level 3.

The George Yonan Memorial Bookstore is offering 24/7 online ordering and in-person hours.

Online Ordering:

It's easy to order your books online!
Go to: nv.edu/bookstore and click on ONLINE ORDERING. Note: If using Financial Aid, your account number at checkout is the @symbol then your student id number (@1234567)

Spring 2022 Extended In-store Bookstore Hours:
Hours are subject to change without notice.

Monday, January 17: Closed - Martin Luther King, Jr. Day

Tuesday - Thursday, January 18-20: 9:00 am - 5:00 pm

Saturday, January 22: 9:00 am - 1:00 pm

Monday - Thursday, January 24-27: 9:00 am - 5:00 pm

Friday, January 28: 9:00 am - 1:00 pm

Saturday, January 29: 9:00 am - 1:00 pm

Monday, January 31: 9:00 am - 4:00 pm

Tuesday, February 1: 9:00 am - 4:00 pm

Regular in-person hours
beginning Wednesday, February 2:
Hours are subject to change without notice.

Monday-Thursday: 9:00 am - 3:00 pm

Friday: 9:00 am - 1:00 pm

Free NVRides Bus Pass
Web: nv.edu/buspass

NVRides bus passes are available for credit students who have paid their Student Activity Fee. With this bus pass, students can travel wherever CT Transit goes in the Waterbury area, and wherever HARTransit goes in the Danbury area, seven days a week.

Waterbury bus passes may be obtained at the Waterbury Campus in Kinney Hall at the Bursar's window - next to K508. Students may pick up Danbury bus passes in the Administrative Office (second floor) of the Danbury Campus. Students must first stop at the security desk upon entrance. We will post on social media, the schedule of dates that students may pick up their bus passes.

Our Bookstore staff is ready to answer your questions or assist you with ordering your books. Email them at **bookstore@nv.edu**, call them at 203-575-8137 or stop by the bookstore in S300 during the in-person hours listed in the left column. For more information visit: **nv.edu/bookstore and click online ordering**

In-Person and Virtual Information and Advising Sessions

Admissions
Waterbury: 203-575-8080
Danbury: 203-437-9699
Web: nv.edu/admissions

New students can speak live with an Admissions Representative. Go to nv.edu/contact and join one of the weekday sessions. You may also email: Blayre Millo at BMillo@nv.edu, Erika Carrington at ECarrington@nv.edu or or Jeanette Vargas at JVargas@nv.edu

In-Person and Virtual Information Sessions and Tours

Learn about NVCC's Waterbury and Danbury campuses. Visit nv.edu/visit and scroll down to Virtual Information Sessions. See dates and click online to register and join a WebEx event. Spanish sessions are available upon request.

Please contact Blayre Millo at bmillo@nv.edu with any questions about the Waterbury Campus or Jeanette Vargas at JVargas@nv.edu for information about the Danbury Campus.

WATERBURY IN-PERSON & VIRTUAL INFORMATION SESSIONS			
Day	**Date**	**Time**	**Location**
Tuesday	October 26	6:00 pm	Virtual WebEx
Thursday	November 4	4:00 pm	T515 & Tour
Tuesday	November 9	6:00 pm	Virtual WebEx
Tuesday	November 16	11:00 am	Virtual WebEx
Wednesday	November 17	6:00 pm	Virtual WebEx
Thursday	December 2	6:00 pm	Virtual WebEx
Tuesday	December 7	11:00 am	T515 & Tour
Tuesday	December 14	4:00 pm	Virtual WebEx
Wednesday	December 15	6:00 pm	Virtual WebEx
Thursday	January 6	6:00 pm	Virtual WebEx
Tuesday	January 11	4:00 pm	T515 & Tour
Thursday	January 13	11:00 am	Virtual WebEx
Wednesday	January 19	6:00 pm	Virtual WebEx

To register and join the WebEx, go to: nv.edu/visit and scroll down to Upcoming Information Sessions.

Center for Academic Planning and Student Success (CAPSS) • 203-575-8025
Web: nv.edu/advising

In-person and virtual advising sessions are available!

The Center for Academic Planning and Student Success (CAPSS) offers in-person and live, virtual advising appointments. In these forums, we can answer general academic and advising questions, connect you to counselors, advisors, disability services, testing and transfer information. Please visit nv.edu/advising and click on one of the weekday links to meet with someone virtually, in real time.

Continuing students may set up an **in-person or virtual appointment with an advisor at: bit.ly/NVContinuingStudentAdvising**

You may also email us at CAPSS@nv.edu with your questions and contact information or call us at 203-575-8025.

For a full list of NVCC's student virtual supports along with community mental health and food assistance resources, please visit nv.edu/virtualsupport.

Financial Aid • 203-575-8274
Web: nv.edu/financialaid

We are working on-campus and virtually to assist you with your financial aid questions. Remember that you must fill out a new FAFSA annually.

Do you have questions about the steps you need to take to apply for financial aid or about the verification process after you've already applied? Visit nv.edu/financial aid and scroll down to find the information you need. Or just click on one of our weekday virtual support sessions in the orange box and you can speak live with a financial aid representative. Let us help you navigate the financial aid process so you get the aid you need to complete your educational goals.

Manufacturing - AMTC
Web: nv.edu/amtc

Interested in learning more about NVCC's Advanced Manufacturing Technology (AMTC) program? **Contact Deirdre D'Amore at 203-575-8014 or attend an in-person information session in the Technology Hall Lobby: Wednesdays at 3pm: October 20, November 17, December 15 & January 5.** Email Deirdre D'Amore at ddamore@nv.edu to register for a virtual webex session.

Traditional and Online Learning

TRAD =	On Ground Classroom
Definition:	Traditional courses are delivered on campus (on-ground) at a specific time, place, and location.
Technology:	Depends on the instructor assignments and instruction. Blackboard use is strongly encouraged.
Note:	Due to social distancing requirements, instructional delivery using this method may be limited. Class size will also be limited based on social distancing requirements, and everyone will be required to wear masks. May have to be moved fully online or LRON should another quarantine be required.

ONLN =	Online Class
Definition:	Course instruction is fully online via Blackboard and/or designated website(s). Courses listed ONLN will not have designated class meeting time (asynchronous); all instruction and assessments are online. Your instructor will guide you and have due dates for assignments, exams, discussion boards, and/or other learning assessments.
Technology:	Students need a reliable computer with internet connection.
Note:	Due to social distancing, this type of delivery may be preferred.

OLCR =	Online with Campus Requirement
Definition:	This is an online course with no designated class meeting time (asynchronous); all instruction is online. HOWEVER, you will be required to come to campus or participate in a learning assessment (such as an exam) at one or more specifically scheduled days and times listed in the course description (for example, for an orientation). Check the required days/dates carefully by clicking on the CRN number of the course, and ask your instructor if you have any questions.
Technology:	Students need a reliable computer with internet connection.
Note:	This course method is for courses that have required learning assessments (such as exams) at a specifically scheduled day and time. Students will be required to attend scheduled class periods for such assessments on campus. Due to social distancing requirements delivery of this instructional method may be limited. Class size will also be limited based on social distancing requirements. May have to be moved fully online or LRON should another quarantine be required.

LRON =	Live/Remote Online Component
Definition:	Class will meet virtually (online) on scheduled days and times (synchronous) where you will have the ability to interact with your instructor and other classmates as though you were in a traditional, on-ground course. Live lectures or lab sessions are held at specifically scheduled days and times, which you can find listed in the course description by clicking on the CRN number of the course. Check the required days/dates carefully and ask your instructor if you have any questions.
Technology:	Students need a reliable computer with internet connection.
Note:	Due to social distancing, this type of delivery may be preferred. Students will be required to attend virtually from an internet-enabled device. Live instruction may be facilitated through Blackboard, WebEx, and/or Microsoft Teams. This method of instruction will neither require nor allow on-campus attendance. You will meet virtually at the time specified on your course schedule.

HYBR =	Online and Classroom
Definition:	This class will be a combination of one of the online delivery methods listed above (ONLN, OLCR, or LRON) and traditional, on-ground learning in a classroom, laboratory, computer lab, or on a shop floor. Check the days/dates carefully and ask your instructor if you have any questions.
Technology:	Students need a reliable computer with internet connection.
Note:	This course method is for courses that have required hands-on components that cannot be accomplished online, for example: labs, manufacturing, technology, or digital arts courses. Students will be required to attend scheduled class sessions on campus. Due to social distancing requirements delivery of this instructional method may be limited. Class size will also be limited based on social distancing requirements. May need to be converted to fully ONLN or LRON should another quarantine be required.

CLIN =	Clinical
Definition:	These courses are clinical experience courses which are held off-site, on campus in clinical labs, or as a virtually guided experience.
Technology:	Depends on the instructor assignments and instruction. Blackboard use is strongly encouraged.
Note:	Talk to your instructor if you have any questions.

FLEX =	Hyflex/Blendflex
Definition:	This course delivery method provides students with the most flexibility. In the Hyflex course design, students may: choose to attend face-to-face, classroom-based synchronous class sessions, or choose to participate in synchronous live remote online sessions presented via WebEx, Teams, or collaborate, without physically attending class, or complete part, or all, of the course instruction asynchronously, without attending scheduled live sessions (either on-ground or remotely).
Technology:	Please refer to the Technology descriptions under Traditional, Online and LRON.
Note:	Please refer to the Note descriptions under Traditional, Online and LRON.

Student Support Services

Academic Center for Excellence (ACE)

Ekstrom Hall • Room E500 • 203-575-8073 • nv.edu/ace
In-Person & Virtual Tutoring

The ACE is a tutoring resource for math, writing, science, ESL, computer and accounting. Our team is working on-campus and virtually this semester to assist you. The ACE staff is an enthusiastic group of professional and peer tutors who focus on students and their success. To schedule a virtual tutoring appointment go to: bit.ly/ACE-ONLINE and set up a private time that works for your schedule or visit nv.edu/ace and see our on-campus hours. Drop-in visits are welcome!

Center for Academic Planning and Student Success (CAPSS)

Kinney Hall • Room K520 • 203-575-8025 • nv.edu/capss
In-Person & Virtual Appointments - nv.edu/advising

The Center for Academic Planning and Student Success (CAPSS) promotes student success by providing a supportive environment and coordinating efforts of faculty and staff to assist students from initial advising through graduation. The Center helps with career, educational, and personal concerns, ensuring each individual achieves their educational objectives. Through brief counseling sessions, counselors are available to assist students in overcoming personal matters and issues such as test anxiety, poor concentration, time management, relationships, stress management and disabilities. Referrals to outside treatment facilities are also available for those who need long-term counseling. Counselors are well-prepared to assist students with individual career planning and decision making.

Center for Job Placement and College Opportunities (CJPCO)

Traurig Learning Resources Center and Library • Room L524 203-575-8158 • nv.edu/cjpco
Monday–Friday .... 8:00 am–5:00 pm
Visit the CJPCO calendar at nv.edu/cjpco for Danbury hours.
In-Person & Virtual appointments are available upon request.

The Center for Job Placement and College Opportunities includes career planning, employer connections, cooperative education, and internships. Learn to conduct a job search, use Internet resources effectively in all phases of career planning, including finding a career that suits your strengths and personality type, as well as the hiring outlook, salary information and educational requirements of careers of interest to you. Learn to write effective resumes and cover letters, interview effectively and connect with employers who are actively hiring employees or interns. Sign up for our online job posting board at www.collegecentral.com/nvcc to view part-time, full-time, internship and work study job postings and to post your resume.

Library Services

Max R. Traurig Library/LRC • Room L523 • 203-575-8024
nv.edu/library • Virtual Appointments at
https://nv.libcal.com/appointments/online

NVCC's Max R. Traurig Library provides print and online resources such as books, journals, films, and other learning resources on both the Waterbury and Danbury campuses. In order to access the library catalog search, visit the library website at nv.edu/library. On this page you can also chat with a librarian, read ebooks, watch streaming videos, and request print books for pick up. The library also loans textbooks, laptops and Chromebooks, Wi-Fi hotspots, graphing calculators, USBs, guitars and drums, and sports equipment.

Students can also make online or phone appointments with a librarian via the library website at nv.edu/library. In the appointment, the librarian will show you how to find research articles for your assignments and how to cite the articles you plan to use. The library is open for studying, computer use, browsing, and getting in-person help from a librarian. Please check the library website for the latest hours and information.

Please contact the library staff with questions via
- live chat box on our website,
- text at (203) 951-8189, or
- email at library@nv.edu.

Student Email

Visit nv.edu/emailsetup to set up your college email account. **This will become your primary email address for all official college communications, so be sure to check it regularly. This is not your NETID.** The 'prefix' in your email address will consist of the first letter of your first name followed by the first four letters of your last name and then a four-digit random number. Example: jsmit1234@mail.ct.edu.

Veterans Affairs

Financial Aid Office / Kinney Hall • Room K512
203-575-8006 • nv.edu/veterans
Monday–Friday .... 8:30 am–4:30 pm

The Veterans Affairs Office provides information on VA benefits available at NVCC. These benefits include tuition waivers, GI Bill®, Vocational Rehab, tuition assistance, dependent benefits and transfer of benefits to family members. Veterans are encouraged to submit their applications for benefits to the VA in a timely fashion.

Veterans on campus can also visit the Veterans Oasis located in S411. The Oasis is a quiet area for networking, homework and veterans-related activities. Computers and wireless internet are available. The Oasis is open to all NVCC veterans (all guests must be accompanied by an NVCC veteran student while in the Oasis). For more information, contact Debbie DiCicco at ddicicco@ nv.edu.

NVCC in Danbury

190 Main Street • Danbury, CT 06810
(entrance at 7 West Street)
Phone: 203-437-9699 • Fax: 203-798-9682
Web: nv.edu/danbury
Email: nvccdanburycampus@nv.edu

The Danbury Campus of Naugatuck Valley Community College, located within the CityCenter District, serves the Greater Danbury community through both credit and non-credit courses. Our campus is located at 190 Main Street in the heart of Danbury. Students may earn transferrable credits at the Danbury Campus which can be applied toward an associate degree or transferred to a four-year college. First, students must apply online at nv.edu/apply. We offer a "one-stop shopping" experience which enables students to complete the entire enrollment process including placement testing, academic advising, course selection, registration and payment of tuition and fees.

All new and continuing students must present and scan a valid NVCC student ID to enter the building. ID Cards will be distributed during normal hours of operation.

Administrative Office Hours:

Monday-Friday, 8:00 am - 5:00 pm *(In-person or virtual appointments are recommended.)*

Our Administrative staff can assist you virtually. Please email us at nvccdanburycampus@nv.edu . A member from our staff will contact you to answer any questions you may have or to arrange an appointment. Spanish sessions are available upon request. Please contact Jeanette Vargas at 203-437-9639 or jvargas@nv.edu with any questions.

NVCC's Danbury Campus features:

- 20,000 square-foot, renovated facility in the CityCenter Danbury district
- over 100 sections of credit classes and over 20 non-credit courses
- opportunity to complete an A.S. degree in Business Management or General Studies, or certificates in Administrative Support or Business Management without leaving Danbury
- financial aid information, placement testing, and academic advising
- traditional classrooms, computer lab, health care training lab, science lab and prep room
- virtual tutoring and library services
- nearby restaurants, local bus and train service
- free NVRides bus pass for credit students
- Free parking is available for currently registered NVCC students and teaching faculty at the Terrence E. McNally Patriot Garage, located on the corner of National and Delay Streets. Parking permits are available at the Danbury Campus security desk.

Danbury Virtual and In-Person Information Sessions

New students learn about NVCC's Waterbury and Danbury campuses. Visit nv.edu/visit and scroll down to Information Sessions. See dates and click virtual to register and join a WebEx event or select an in-person session. Spanish sessions are listed below and are available upon request.

Danbury Campus continuing students may set up an in-person or virtual appointment with an advisor at: bit.ly/NVCCDanburyAdvising

Please contact Jeanette Vargas at 203-437-9639 or email JVargas@nv.edu for information about the Danbury Campus.

DANBURY VIRTUAL INFORMATION SESSIONS			
Day	**Date**	**Time**	**Location**
Thursday	October 14	4:00 pm	In-person - D217
Monday	November 1, *(Spanish)*	5:00 pm	Virtual
Monday	November 15	11:00 am	In-person - D217
Thursday	December 16, *(Spanish)*	4:00 pm	In-person - D217
Thursday	January 6	2:00 pm	In-person - D217
Wednesday	January 12	11:00 am	Virtual

To register and join the WebEx, go to: nv.edu/visit and scroll down to Upcoming Information Sessions.

NVCC in Danbury

Directions to NVCC Danbury Campus
Visit nv.edu/directions

Academic Center for Excellence
203-437-9648 • Web: nv.edu/ace

To see a schedule of our virtual and on-campus hours, visit nv.edu/ace.

Maximize your education at NVCC by visiting the Danbury ACE/Library, a free on-campus resource for math, writing, ESL, and accounting tutoring. There are multiple computers in the ACE for student use. Students can walk in and receive help or schedule an appointment with one of our dedicated and experienced tutors. In addition, the ACE/Library is the place for individual and group study, college success tip sheets, a conference area for student use and "virtual tutoring" with the Waterbury ACE. Our staff is an enthusiastic group of professionals who focus on students and their success. See for yourself how the ACE/Library and its many resources can help you succeed!

Library Services
Danbury: ACE/Library, D201
203-437-9648
Web: nv.edu/library

Students can get help with research and citations, borrow textbooks, other library books, and laptops. In addition, students can pick up and drop off books from other libraries in the CSCU interlibrary loan system. The librarian is available for assistance in-person, by phone at 203-437-9648, by text at 203-951-8189 or via email at library@nv.edu. Visit the library website to make an appointment with a librarian, get help via chat, and access the library's ebook, streaming video, and article databases. See website for the latest hours and information.

Questions? Please contact Ivelisse Maldonado, Danbury Campus Librarian at IMaldonado@nv.edu or 203-437-9648.

Center for Job Placement and College Opportunities (CJPCO)

Hours: Please call 203-575-8158 or visit the CJPCO calendar at nv.edu/cjpco for additional information about Danbury hours.

The CJPCO is a multi-faceted career services department and offers online resources to help you in assessing your skills and planning your career, preparing for your job search, searching for a job and more. Additionally, one of the major components of the CJPCO is that we offer programming certified to provide education and training to adults and dislocated workers who have been awarded vouchers under WIOA.

For students interested in transferring to a competitive 4-year institution, the CJPCO offers advising for need blind admission, a college admission policy in which the admitting institution does not consider an applicant's financial situation when deciding admission.

General Information

Course Cancellations and Changes

Students will be notified by mail, email or phone of course cancellations. Courses may be cancelled due to insufficient enrollment. Faculty names and room assignments are subject to change due to required adjustments in the schedule. Students are encouraged to check their course schedules before arriving at their first class session to verify the assigned room. Visit my.commnet.edu for the most current information.

Note: The College makes every effort to ensure that all information provided is accurate. The information is subject to change. Our online student registration system provides the most accurate listing of courses, available seats and other updates.

Add/Drop Schedule

The Add/Drop schedule can be found at nv.edu/calendar Questions? Send an email to the Office of the Registrar at records@nv.edu or call 203-596-2177.

Course Overloads

Course overloads will not be granted. However, in extenuating circumstances, division leaders may authorize overloads to courses that have reached their limit (closed) with the approval of the Dean of Academic Affairs.

Auditing Courses

Students not wishing to earn course credit may audit a course by completing an audit request form at the time of registration in the Office of the Registrar, Room K516. This status will allow them to participate in class activities without being required to meet the examination requirements of the course. A student wishing to change from credit to audit status must complete an audit request form within the first four weeks of the semester. Full tuition and fees are charged for courses audited. Students auditing a course may not change to credit status. Last day to switch to audit status for full-term courses is February 17, 2022. For abbreviated term course audit deadlines, please visit nv.edu/calendar

Withdrawals:

For specific dates, please visit nv.edu/calendar.

Students who wish to withdraw from a course(s) should contact their instructor(s). To officially withdraw from your class you must do one of the following:

- *online at my.commnet.edu (access permitting)
- *in-person by completing a withdrawal form at the Registrar's Office in Room K516
- *by fax (203-575-8085)
- *by mail
- *e-mail scanned request with scanned signature
- No telephone calls will be accepted for withdrawals

*Visit nv.edu/calendar for withdrawal deadlines

A student may not obtain a transcript notation of "W" in a course if there exists substantial reason to believe the student has engaged in academic misconduct in the course. A transcript notation of "W" will only be permitted for such students when the final resolution results in finding the student did not commit academic misconduct in the course.

Important Withdrawal Dates for Spring 2022

Students who wish to withdraw must adhere to the appropriate withdrawal date for their course(s). Please visit nv.edu/calendar for the Last Day Schedule for student-initiated withdrawals.

Graduation (*There is no fee to submit a graduation application.*)

All students who anticipate completing the requirements for an associate degree and/or a certificate must apply to graduate, even if not attending the ceremony.

- December 1 for January 1 conferral
- March 15 for May conferral (ceremony for all 3 conferrals)
- July 1 for August 15 conferral

Students who do not complete requirements can request reevaluation for the next conferral date/year. Graduation applications can be completed online. Visit nv.edu/gradapp.

Policy Changes

Naugatuck Valley Community College reserves the right to change requirements, courses, prerequisites, regulations, tuition, fees, and other policies without prior notice. Waivers of these policies, due to extenuating circumstances, may be made by the president of the College upon written request.

Enrollment Verification Request

The National Student Clearinghouse processes all student enrollment verifications. Using the current online system, students can log on with their 8-digit NetID and PIN, and follow the prompts. Students will be connecting directly to the National Student Clearinghouse, enabling them to print out their own enrollment verification certificates. Verifications for the Spring 2022 semester will be accessible approximately the week of February 14.

Grade Reports

Semester grades will be available at my.commnet.edu approximately one week after the exam period.

Transcript Requests

There is no charge for official transcripts. Official and unofficial transcripts are available at my.commnet.edu via the online student information system, where our Parchment transcript service is available for most students. In the event the Parchment service is not available, a transcript request form can be obtained by contacting the Registrar either by phone at 203- 596-2177 or by email at records@nv.edu.

General Information

Admissions Office
203-575-8080 • nvcc@nv.edu

Alumni Affairs
203-575-8045

Bookstore
203-575-8137

Bursar
203-575-8055 • Bursars@nv.edu

Center for Academic Planning and Student Success (CAPSS) Counseling/Advising
203-575-8025 • CAPSS@nv.edu

Center for Job Placement and College Opportunities (CJPCO)
203-575-8158 • cjpco@nv.edu

Danbury Campus
203-437-9699
nvccdanburycampus@nv.edu

Dean of Academic Affairs
203-575-8046
nv-academicaffairs@nv.edu

Dean of Student Services
203-575-8012

Financial Aid
203-575-8274
NV-FinancialAid@nv.edu

Library
203-575-8024

Non-credit Lifelong Learning
203-575-8029
nc@nv.edu

Public Safety
203-575-8113

Registrar
203-596-2177 • records@nv.edu

Services for Students with Disabilities
203-596-8608 • tlatella@nv.edu

Student Activities
203-575-8269

Testing Center
203-575-8215

Veterans Affairs
203-575-8006

Disability Services

Students who may require academic accommodations on the basis of a disability are encouraged to contact Terry Latella, the Counselor for Students with Disabilities, located in Kinney Hall, K519B (203-596-8608). After submitting documentation validating a disability, students will be required to schedule an appointment to complete the disabilities disclosure process. Services are available at both campuses. For more information visit nv.edu/DisabilityServices

Reactivate

Students who have applied within the past two years, but never attended classes at NVCC, do not need to complete a new application for admission. Just stop by Room K500 or email nvcc@nv.edu and we can reactivate your old application file. If you applied more than two years ago, you must complete a new application and resubmit all admissions documents. See Page 3.

Transfer Students

If you have attended another college or university and have not previously attended NVCC, please follow the procedures for new students. Transfer students are encouraged to attend a New Student Registration session and may register online if in good academic standing. If you are interested in receiving transfer credit for course work completed at another institution, submit official college transcripts to the Admissions Office. See Page 5 or visit the "Admissions links" section of our website at nv.edu/acceptedstudents.

Readmitted Students

Credit students who have not attended NVCC since the Fall of 2019 will need to reapply to the College prior to registration at nv.edu/apply. Readmit students are subject to the curriculum requirements in existence at the time of readmission.

Senior Citizens

Senior citizens may register and have their General Fund Tuition, College Services and Student Activity Fees waived. These costs, along with the application fee, are completely waived for Connecticut residents at least 62 years of age on a space-available basis. Students are responsible for supplemental and material fees that are associated with specific courses. See Page 8. You must fill out the College Application if you have never been a credit student at NVCC. See Page 3. Non-credit courses are not eligible for senior citizen waiver. Registration for students using the senior citizen waiver begins on the first day of the session in which the course is scheduled. Please refer to the course schedule for the official course start date.

Distance Learning Courses

Distance learning courses are fully or partially (hybrid) online courses designed for highly motivated students who are looking to add flexibility to their busy schedules. Basic computer literacy and high-speed access to the Internet are required. Our courses follow the standard academic calendar of the College (unless otherwise indicated), are generally not self-paced and may include face-to-face class meetings. NVCC online math courses require campus meetings for exams. For more information, please contact the Department of Mathematics at 203-575-8063.

Hybrid Courses

Hybrid sections are defined as courses whose contact hours are split between online and on-ground (in a classroom). The first session for these classes will meet on campus. Sections with a "C" in the title indicate that the on-ground portion utilizes computer technology.

Before You Start

Students who are interested in or have enrolled in their first distance learning courses are strongly advised to visit the Connecticut Community College Student Support site at https://cscu.edusupportcenter.com to get information about online learning. This site includes instructions for logging on to your course(s) on Blackboard Learn (our learning management system), technical requirements needed for your computer and other important information and resources.

Program Contacts

Departments - Area Code 203-

ACCOUNTING (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

ADVANCED MANUFACTURING TECHNOLOGY (Business Division)
Joseph DeFeo .... T614 .... 596-8692 .... jdefeo@nv.edu

ANTHROPOLOGY (Liberal Arts & Behavioral/Social Sciences Division)
Nikki McGary .... K600D .... 596-2103 .... nmcgary@nv.edu

ART (Liberal Arts & Behavioral/Social Sciences Division)
Amanda Lebel .... S401C .... 575-8176 .... alebel@nv.edu

ASTRONOMY (STEM Division)
Peter Benzi .... E426 .... 596-2138 .... pbenzi@nv.edu

AUTOMATED MANUFACTURING ENGINEERING TECHNOLOGY (STEM Division)
H. Justin Moore .... E411 .... 575-8053 .... hmoore@nv.edu

AUTOMOTIVE TECHNICIAN (Business Division)
Mark Schnubel .... T525 .... 596-8796 .... mschnubel@nv.edu

AVIATION SCIENCE (Business Division)
Conal Larkin .... E601 .... 575-8041 .... clarkin@nv.edu

BIOLOGY (STEM Division)
Christopher Tuccio .... E424 .... 596-8634 .... ctuccio@nv.edu

BUSINESS (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

CHEMISTRY (STEM Division)
Christopher Tuccio .... E424 .... 596-8634 .... ctuccio@nv.edu

COMMUNICATION (Liberal Arts & Behavioral/Social Sciences Division)
Louis Lombard .... K606 .... 575-8169 .... llombard@nv.edu

COMPUTER-AIDED DRAFTING/DESIGN (STEM Division)
H. Justin Moore .... E411 .... 575-8053 .... hmoore@nv.edu

COMPUTER APPLICATIONS (Business Division)
Sandra Eddy .... T635 .... 596-2130 .... seddy@nv.edu

COMPUTER SCIENCE (Business Division)
Sandra Eddy .... T635 .... 596-2130 .... seddy@nv.edu

CRIMINAL JUSTICE (Liberal Arts & Behavioral/Social Sciences Division)
Earl Ormond .... K609 .... 596-8605 .... eormond@nv.edu

CYBERSECURITY (Business Division)
Sandra Eddy .... T635 .... 596-2130 .... seddy@nv.edu

DANCE (Liberal Arts & Behavioral/Social Sciences Division)
Amanda Lebel .... S401C .... 575-8176 .... alebel@nv.edu

DIGITAL ARTS TECHNOLOGY (Liberal Arts & Behavioral/Social Sciences Division)
Ray Leite .... L305 .... 575-8152 .... rleite@nv.edu

DRUG & ALCOHOL RECOVERY COUNSELOR (DARC)
(Liberal Arts & Behavioral/Social Sciences Division)
Paul Collette .... K608 .... 596-8655 .... pcollette@nv.edu

EARLY CHILDHOOD EDUCATION
(Liberal Arts & Behavioral/Social Sciences Division)
Cynthia Meo .... K402A .... 596-2107 .... cmeo@nv.edu

ECONOMICS (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

ELECTRONIC ENGINEERING TECHNOLOGY (STEM Division)
Kristen Dagan McGee .... T616 .... 596-8748 .... kdaganmcgee@nv.edu

EMT (Allied Health, Nursing and Physical Education Division)
Lawrence Gelati .... F109 .... 575-8265 .... lgelati@nv.edu

ENGINEERING TECHNOLOGY (STEM Division)
H. Justin Moore .... E411 .... 575-8053 .... hmoore@nv.edu

ENGLISH (Liberal Arts & Behavioral/Social Sciences Division)
Patricia Pallis .... K603C .... 596-2115 .... ppallis@nv.edu

ENGLISH AS A SECOND LANGUAGE
(Liberal Arts & Behavioral/Social Sciences Division)
Karlene Ball .... E500 .... 575-8156 .... kball@nv.edu

ENVIRONMENTAL SCIENCE (STEM Division)
Cynthia Donaldson .... E314 .... 596-8703 .... cdonaldson@nv.edu

FINANCE (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

FIRE TECHNOLOGY ADMINISTRATION (Business Division)
Jonathan DeJoseph .... L312 .... 596-8797 .... jdejoseph@nv.edu

GEOGRAPHY (Liberal Arts & Behavioral/Social Sciences Division)
Nikki McGary .... K600D .... 596-2103 .... nmcgary@nv.edu

GEOLOGY (STEM Division)
Cynthia Donaldson .... E314 .... 596-8703 .... cdonaldson@nv.edu

HISTORY (Liberal Arts & Behavioral/Social Sciences Division)
Louis Lombard .... K606 .... 575-8169 .... llombard@nv.edu

HORTICULTURE (STEM Division)
Christopher Tuccio .... E424 .... 596-8634 .... ctuccio@nv.edu

HOSPITALITY MANAGEMENT (Business Division)
Karen Rotella .... T546 .... 596-8739 .... krotella@nv.edu

HUMAN SERVICES (Liberal Arts & Behavioral/Social Sciences Division)
Kathleen LeBlanc .... K617A .... 596-8616 .... kleblanc@nv.edu

LANGUAGES (Liberal Arts & Behavioral/Social Sciences Division)
Louis Lombard .... K606 .... 575-8169 .... llombard@nv.edu

LEGAL ASSISTING/PARALEGAL (Business Division)
David Clough .... T632 .... 596-8744 .... dclough@nv.edu

MARKETING (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

MANAGEMENT (Business Division)
Donna DeLieto Marotti .... E602B .... 596-8683 .... dmarotti@nv.edu

MATHEMATICS (STEM Division)
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ACADEMIC ASSOCIATE DEANS AND DIVISION DIRECTORS

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SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS (STEM)
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Degrees and Certificates

Naugatuck Valley Community College offers associate degrees, credit certificates, and non-credit certificate programs. Curricular patterns are designed to implement the overall general and specific objectives of the College and lead to the degrees of: Associate in Arts (A.A.) and Associate in Science (A.S.)

Degrees

- Accounting (A.S.) – HA03
- Automotive Technician (A.S.) – HA24
- Automotive Technician Management Option (A.S.) – HC23
- *** Aviation Science Management Option (A.S.) – HC21
- Business Administration - Business Computer Applications (A.S.) – HA54
- Business Finance (A.S.) – HA57
- Business Management (A.S.) – HA68
- Computer Information Systems Technology (A.S.) – HA76
- Criminal Justice/Public Safety (A.S.) – HB04
- * Criminal Justice - Corrections Option (A.S.) – HC13
- * Criminal Justice - Forensics Option (A.S.) – HC17
- * Criminal Justice - Law Enforcement Option (A.S.) – HC14
- * Criminal Justice - Security Option (A.S.) – HC15
- Cybersecurity (A.S.) – HA35
- ** Digital Arts Technology – Audio/Video Option (A.S.) - HC25
- ** Digital Arts Technology – Graphics/Animation Option (A.S.) - HC26
- ** Digital Arts Technology – Multimedia/Web Authoring Option (A.S.) - HC27
- Drug and Alcohol Recovery Counselor (A.S.) – HF10
- Early Childhood Education (A.S.) – HB93
- Electronic Engineering Technology (A.S.) – HB11
- Engineering Science (A.S.) – HB12
- Engineering Technology (A.S.) – HB83
- Engineering Technology - Automated Manufacturing (A.S.) – HB84
- Engineering Technology - Computer-Aided Drafting/Design (A.S.) – HB86
- Engineering Technology - Mechanical (A.S.) – HB85
- Environmental Science (A.S.) – HB87
- Fire Technology and Administration (A.S.) – HF05
- General Studies (A.S.) – HB25
- Horticulture (A.S.) – HB37
- Hospitality Management - Foodservice Management (A.S.) – HB16
- Hospitality Management - Hotel Management (A.S.) – HB94
- Human Services (A.S.) – HA06
- Legal Assistant/Paralegal (A.S.) – HB56
- Liberal Arts and Sciences (A.A.) – HB57
- Marketing (A.S.) – HB61
- Nursing (A.S.) – HF30
- Physical Therapist Assistant (A.S.) – HB71
- Radiologic Technology (A.S.) – HB73
- Respiratory Care (A.S.) – HB74
- Technology Studies (A.S.) – HF11
- Technology Studies – Engineering Technology Option (A.S.) – HF12
- Visual and Performing Arts – Visual Art (A.A.) – HC28
- Visual and Performing Arts – Dance (A.A.) – HC29
- ** Visual and Performing Arts – Digital Design (A.A.) – HC33
- Visual and Performing Arts – Music (A.A.) – HC31
- Visual and Performing Arts -–Theater Arts (A.A.) – HC32

These options are in a phase-out period, for termination effective June 2022.
**These options are in a phase-out period, for termination effective June 2023.*
*** This program is being recommended for discontinuation and is no longer accepting students.

Certificates

- Accounting – HJ05
- Administrative Support – HJ81
- Advanced CADD Modeling – HJ03
- Advanced Engine Performance – HJ12
- Advanced English Proficiency – HJ80
- Advanced Manufacturing Machine Technology – HK60
- Animation and Motion Graphics
- Audio/Video Production – HK01
- Automotive Fundamentals – HJ24
- Business Management – HJ38
- CADD Modeling 3D – HJ02
- Child & Family Services – HJ14
- CNC Machining – HJ04
- Computer-Aided Drafting 2D – HJ01
- Computer Networking – HJ42
- Criminal Justice – HJ75
- Culinary Arts – HJ77
- Dance – HK28
- Dietary Supervision – HJ65
- Digital Graphics for Print and Screen – HJ09
- Disabilities/Mental Health – HJ11
- Drug and Alcohol Recovery Counselor – HJ10
- Early Childhood Education – HJ89
- Electronic Music and Audio Production – HJ06
- Emerging Media
- Engineering Technologies Exploratory – HJ73
- Finance – HJ70
- Forensics Studies – HJ39
- Fundamentals of Machine Technology– HJ20
- General Automotive Services – HK10
- Gerontology – HK11
- Horticulture – HK18
- Landscape Design – HK30
- Law Enforcement – HJ17
- Lean Manufacturing – HN13
- Legal Studies/Paralegal – HJ69
- Management Information Systems – HJ13
- Marketing Electronic Commerce – HJ63
- Modern Manufacturing Design – HJ15
- Object-Oriented Programming – HK23
- Principles of Manufacturing – HJ16
- Supply Chain Management – HN14
- Sustainable Food Systems – HK33
- Technical Communications – HJ61
- Visual Art – HJ78

Non-degree

- Non-Degree – HZ99

Non-credit Proficiency Certificates are available.
See the most current course schedule at nv.edu/nc

Connecticut State Colleges and Universities (CSCU) Transfer Ticket Degrees

- CSCU Transfer: Art Studies (A.A.) – H12HG21
- CSCU Transfer: Biochemistry Studies (A.A.) – H12HG23
- CSCU Transfer: Biology Studies (A.A.) – H12HG01
- CSCU Transfer: Business Studies (A.A.) – H12HG12
- CSCU Transfer: Chemistry Studies (A.A.) – H12HG02
- CSCU Transfer: Communication Studies (A.A.) – H12HG03
- CSCU Transfer: Computer Science Studies (A.A.) – H12HG13
- CSCU Transfer: Criminology Studies (A.A.) – H12HG04
- CSCU Transfer: Early Childhood Teacher Credential Studies (A.S.) – H11HG14
- CSCU Transfer: Economics Studies (A.A.) – H12HG25
- CSCU Transfer: English Studies (A.A.) – H12HG05
- CSCU Transfer: French Studies (A.A.) – H12HG16
- CSCU Transfer: Geography Studies (A.A.) – H12HG24
- CSCU Transfer: History Studies (A.A.) – H12HG06
- CSCU Transfer: Italian Studies (A.A.) – H12HG18
- CSCU Transfer: Mathematics Studies (A.A.) – H12HG07
- CSCU Transfer: Physics Studies (A.A.) – H12HG19
- CSCU Transfer: Political Science Studies (A.A.) – H12HG08
- CSCU Transfer: Psychology Studies (A.A.) – H12HG09
- CSCU Transfer: Social Work Studies (A.A.) – H12HG10
- CSCU Transfer: Sociology Studies (A.A.) – H12HG11
- CSCU Transfer: Spanish Studies (A.A.) – H12HG20
- CSCU Transfer: Theatre Studies (A.A.) – H12HG22

For more information visit www.ct.edu/transfer

Winter Courses begin December 2021

Stay on track with online courses and save money this winter! It's the perfect time to get ahead or make up a class! Take advantage of NVCC's intersession courses while on break from your home college and save hundreds of dollars per class! Go to **nv.edu/winter.**

2021 Intersession

- Classes run: 12/20/21 - 1/14/22
- Explore winter course offerings at **nv.edu/winter** and meet with your advisor for guidance.
- If you are a current or returning student, you may register directly on **my.commnet.edu**
- If you are a new or transfer student from another college, you may apply at **nv.edu/apply.**

Register Today!

- Flexible online courses
- 3-credit winter class is only $656. *(Other fees may apply.)*

*Visit **nv.edu/winter***

L2EARN *learn to earn*
JOB TRAINING COURSES

- Bartending
- Boating
- Bookkeeper
- Central Sterile Processing Technician
- Computers
- Manufacturing
- Medical Administrative Assistant
- Medical Coding & Billing Specialist
- Motorcycle Safety
- Nurse's Aide
- Patient Care Technician
- Personal Fitness Trainer
- Pharmacy Technician
- Phlebotomy Technician
- Real Estate
- Security Officer
- Welding

Quality programs that get you hired!

Registration:
203-575-8029
Founders Hall, Room F323, Waterbury Campus

Administrative Offices, Danbury Campus
Monday–Friday, 8:00 am to 5:00 pm

*Visit us at **nv.edu/nc** to see our full course catalog or contact us at 203-575-8029 or **nc@nv.edu**.*

Advanced Manufacturing Technology Center (AMTC)
Machine Technology Certificate • Waterbury Campus

Attend a Manufacturing Information Session:

Wednesdays at 3pm

- November 17
- December 15
- January 5

Location: Tech Hall Lobby

Spring classes begin January 21

Interested in a virtual Information Session?
Email ddamore@nv.edu for Webex invitation to attend.

AMTC graduates are being hired by area manufacturers.
Learn how you can be hired, too!

Graduates are prepared to work on the shop floor with knowledge in blueprint reading, manufacturing processes and CNC. They have over 400 contact hours with state-of-the art machinery.

NVCC Advanced Manufacturing Technology Center
750 Chase Parkway • Waterbury
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nv.edu/ AMTC