

Housatonic Community College

Resource Manual



HOUSATONIC
COMMUNITY COLLEGE

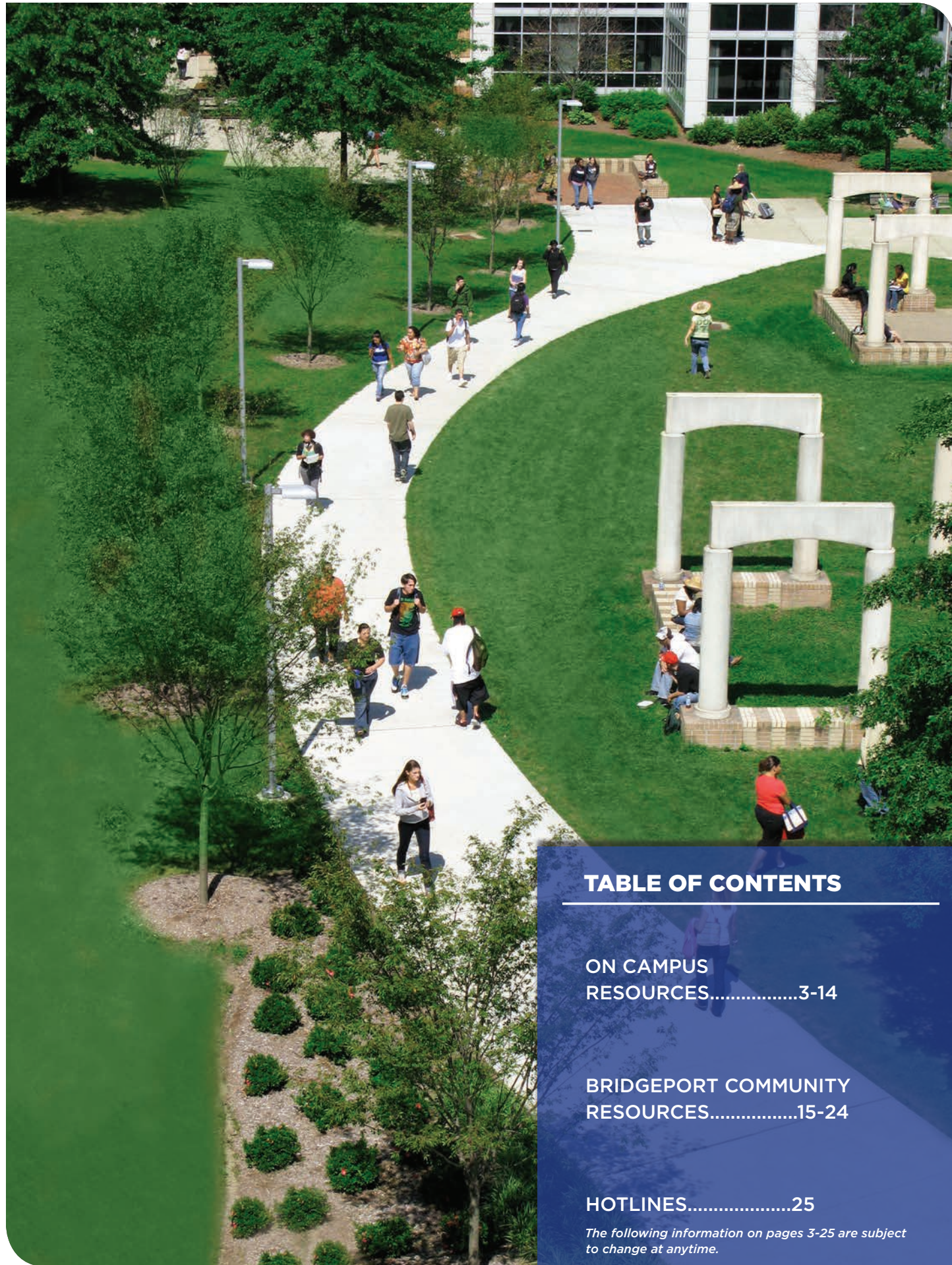


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*The following information on pages 3-25 are subject
to change at anytime.*

ON CAMPUS RESOURCES

Academic Support Center

Located in B152

Lafayette Hall

Phone: (203) 332-5019

The ASC, comprised of the Center for Academic Progress, the Writing Center and the Tutoring Center, is the place on campus for students to get the support they need in most courses. Drop-in, online and one-on-one tutoring are available to all enrolled students.

Accessibility Services

Located in L115B

Lafayette Hall

Phone: (203) 332-5018

The Accessibility Services Office provides services and reasonable accommodation plans to qualified students with documented disabilities (physical, learning, or psychological/psychiatric) in an effort for these students to participate in, and enjoy the benefits of a service, program, or activity.

Advising & Student Success Center

Located in L112

Lafayette Hall

Phone: (203) 332-5097

The Advising and Student Success Center is dedicated to encouraging, assisting, and supporting all students, through their decision-making and critical thinking process. Professional advisors are available year round to assist with academic planning and to teach students how to navigate HCC to meet their educational goals.

Blackboard & Educational Technology

Phone: (860) 723-0221

The Educational Technology department gives training sessions on Blackboard to students and faculty. For technical support, students should first call the Connecticut Community Colleges 24-hour Online Help Desk at 860-723-0221.

Bookstore

Located in 137

Beacon Hall

Phone: (203) 332-2949

Your required course materials can be purchased at the Follett Bookstore in Beacon Hall on the HCC campus in room BH-137. The bookstore also carries general supplies, art and lab supplies, trade and reference books, computer peripherals, gift cards, and HCC apparel and gifts.

Career Services & Internships

Located in B145

Lafayette Hall

Phone: (203) 332-5983

Career Services provides current Housatonic Community College students and recent alumni the following services: individual career counseling, resume and cover letter review, assessment inventories, interviewing skills, job search skills, career related workshops, major exploration guidance and job postings.

Computer Laboratories

Lafayette Hall

Located in B228

Computer study labs are open for Housatonic students during the spring and fall semesters, as well as during summer and winter intercessions when classes are in session. When classes are not in session the labs may be open on an abbreviated basis.

Continuing Education

Located in 116

Beacon Hall

Phone: (203) 332-5057

Continuing Education (CE) offers fast track, high quality, low cost, non-credit programs taught by experienced instructors. CE offers enrichment courses each semester, including professional training for career development, certification and licensure programs, and recreational classes for personal enjoyment.

Counseling & Wellness Center

Lafayette Hall

Located in A223

Phone: (203) 332-5285

The counselors at the Counseling and Wellness Center provide personal counseling services, support, and crisis intervention as needed. The center offers mental health and wellness related programs and events. In addition, students are referred to community mental health services as appropriate.

Beacon Hall

Located in 111 & 114

Early Childhood Laboratory School**Lafayette Hall****Located in B159****Phone: (203) 332-5030**

The Housatonic Early Childhood Laboratory School has a pre-school program for the young children of students, faculty, staff, and the community; and a laboratory setting and resource for HCC's Early Childhood Inclusive Education Program.

FESP (Family Economic Security Program)**Lafayette Hall****Phone: (203) 332-8534**

FESP is a grant-funded program that provides students with career, professional, financial and academic tools such as: scholarships, emergency funds, academic advising, academic coaching, career coaching, resume and cover letter assistance, career assessments, and financial coaching.

Financial Aid**Located in L111****Lafayette Hall****Phone: (203) 332-5047**

Financial aid comes in the form of federal, state, institutional, and private fund(s) used to assist eligible students in funding their education. Financial aid can be a combination of grants, federal work-study, and federal loans.

Fitness Center**Located in 117****Beacon Hall****Phone: (203) 332-5134**

Our mission is to provide a safe and clean workout environment for HCC students, faculty and staff. We are proud to offer this facility at no cost to HCC students, faculty, and staff. In order to use the Fitness Center, you must be currently registered as an HCC credit student, you must complete the application forms, watch a DVD, and have a valid HCC photo ID. *Must have a valid HCC ID, watch the gym DVD and have a complete application on file.

Horizons Publication**Located in 233****Beacon Hall****Phone: (203) 332-5099**

The Horizons is the Housatonic student newspaper. All articles are written by students. If you would like to be part of the team, please stop in the Horizon's Office.

Housatonic Foundation Scholarship**Lafayette Hall****Phone: (203) 332-5038**

Through the Foundation, deserving students receive need based scholarships and tuition assistance.

IT Help Desk
Beacon Hall
Phone: (203) 332-5031

The IT Help Desk is the primary contact for staff, faculty, and students for HCC technology issues that cannot be resolved using self-help methods. The Help Desk supports the technology that is provided in offices, classrooms, and labs on campus.

Library
Located in B144
Lafayette Hall
Phone: (203) 332-5070

The Housatonic Library exists to serve students, faculty, and staff and strives for maximum access. We are a twelve-month operation, open six days a week during Fall and Spring semesters (weekdays during Summer or when no classes are scheduled), have at least one professional librarian available at all times, and offer online on-campus & off-campus access to our databases.

Media Services
Beacon Hall
Phone: (203) 332-5180

The Media Services department provides support to faculty, students and staff in the use of educational technology in teaching and learning. The Media Services department maintains and administers the college's 80 fully-integrated media-rich classrooms and provides media support for the college's state-of-the-art Events Center.

Meditation Room
Beacon Hall

A dedicated space for meditation, located directly next to the Fitness Center. All students are welcome.

Men's Center
Located in 325
Beacon Hall
Phone: (203) 332-8561

The men's center is a resource hub, that is dedicated to improving the lives of underrepresented male population on campus. We offer culturally responsive projects specifically designed to promote academic excellence, social consciousness, and leadership skills for our black and latino male college students.

Milford Classes
Phone: (203) 332-5105

Since 1984, Housatonic Community College has been offering classes at Jonathan Law during the evening hours, taught by Housatonic staff. Classes cover the same material taught at Housatonic, and they offer the same credits per class.

Museum of Art: The Burt Chernow Galleries**Located in A128****Lafayette Hall****Phone: (203) 332-5052**

The Housatonic Museum of Art (HMA) is home to one of the premier college art collections in the United States. The gallery is open to the public and admission is free. Exhibits change throughout the year.

Office of the Registrar / Records Office**Located in L113****Lafayette Hall****Phone: (203) 332-5088**

The Records Office has many responsibilities that include: the maintenance of all transcripts, serves students requesting official transcripts, administers the registration process, certifies that students have met all course and degree requirements prior to graduation.

Optimus Healthcare**Located in L117****Lafayette Hall****Phone: (203) 332-8537 or (203) 696-3260 ext. 2533**

Optimus Healthcare offers confidential behavioral health support and referrals when necessary.

Security Offices**Lafayette Hall****Located in Room A127****Phone: (203) 332-5025**

At any time in an emergency, contact Security by pressing: **
Direct connection to Security from any on campus phone.

SNAP Employment and Training (SNAP E&T)**Located in L115****Lafayette Hall**

Can help SNAP participants gain skills, training, or work experience to increase their ability to obtain regular employment that leads to economic self-sufficiency.

Student Accounts (Business Office)**Located in L123B****Lafayette Hall****Phone: (203) 332-5008**

Student Accounts does purchasing for the college, maintain student accounts, accept receipts and maintain budget control.

Student Activities**Located in 317****Beacon Hall****Phone: (203) 332-5904**

Student activities, events, and co-curricular programs enrich the total student educational experience by providing a broad range of social, cultural, and awareness opportunities for students' personal growth. There are over 40 clubs and organizations that students can join ranging from Art to Criminal Justice to Music and Science.

Beacon Hall**Located in Room 110****Phone: (203) 332-5040**

Student Conduct & Civility

The Student Conduct Policy is intended to foster the development of important values, including accountability, responsibility, fairness, respect for self and others, appreciation of personal freedoms, and a recognition of the importance of physical safety in the College community.

Student ID Cards

Located in A127

Lafayette Hall

Phone: (203) 332-5025

HCC Photo ID's are required for all who plan to use UPASS, the Wellness Center, TV room and game room. They are also needed to receive the student discount pricing for activities and events where fees are charged and also for entry to many student activities and events when posted.

Student Services Center

Located in L113

Lafayette Hall

Phone: (203) 332-5000

The SSC Self-Help stations to assist with how to navigate My CommNet, utilize DegreeWorks, access Blackboard, check financial aid status, log into HCC email, and reset passwords for MyCommnet.. This allows students to register for classes and get assisted with the enrollment process.

Study Abroad

Phone: (203) 332-5141

HCC offers the opportunity to travel internationally and earn college credit. Faculty- led international education programs offer a great alternative to the traditional study abroad experience. Competitively priced, these tours give you the flexibility to take your coursework around the globe in just 1-2 weeks.

Testing Services

Located in L103

Lafayette Hall

Phone: (203) 332-5217

The following testing services are available: ACCUPLACER Placement Test, Computer Literacy Test & Requirement, CLEP (College-Level Examination Program), TEAS Test, Makeup Test and DSST Exams.

Title IX

Located in L118/B233

Phone: (203) 332-5183

Located in L112

Phone: (203) 332-8521

Lafayette Hall

Title IX of the Education Amendments of 1972 is a federal law that protects all students attending or accessing services at an educational institution that receives federal funding. It allows all students to attend school in an environment free of harassment, gender based violence and discrimination. Violations of your rights under Title IX would be sexual assault, sexual harassment, sex discrimination or gender discrimination. If you would like to report a Title IX violation or if you would like more information please do not hesitate to contact our Title IX Coordinator(s).

BRIDGEPORT COMMUNITY RESOURCES

UPASS

Located in L113

Lafayette Hall

Phone: (203) 332-5008

The UPass is available to both full and part time credit undergraduate students.

Veteran's Center

Located in B137

Lafayette Hall

Phone: (203) 332-5087

The Veteran's Center is on campus as a space specifically for veteran's to do their homework and refer them to outside resources when necessary.

Women's Center

Located in 371

Beacon Hall

Phone: (203) 332-5268

The Women's Center offers workshops and presentations on a variety of subjects. The HCC Women's Center provides a safe place for caring and support. The Center also has a lending library consisting of books, tapes, CD's and DVDs on women's issues. We are staffed by volunteers, Human Services interns, and work-study students. If you are interested in donating time, please contact the Center.

American Job Center-Southwest Connecticut

2 Lafayette Square

Bridgeport, CT 06604

(203) 455-2700

The American Job Center Network provides services to unemployed and underemployed individuals seeking job search assistance at no cost. Job seekers have convenient access to the employment, education, training and information services they need at a single location.

Bridge House

880 Fairfield Avenue

Bridgeport, CT 06605

(203) 335-5330

Bridge House empowers adults living with persistent mental illness to improve their quality of life. They also have programs for: education, employment and housing.

Bridgeport Rescue Mission

1088 Fairfield Avenue

Bridgeport, CT 06601

(203) 333-4087

The Bridgeport Rescue Mission meets basic needs by providing meals, clothing, shelter and recovery services for people experiencing poverty, addiction and homelessness.

Building One Community-Workforce Development Program
Phone: (203) 674-8585 ext. 116

The B1C Development Program (SDP) trains our clients for jobs in the Home Health Aide, Culinary and Catering and Construction + Landscaping sectors- areas where there is a high local demand for skilled labor.

Career Resources
350 Fairfield Avenue
Bridgeport, CT 06604
(203) 334-5627

Career Resources offers career development, computer application workshops, ABE/GED classes, job retention support business wardrobe resources by request and more.

Catholic Charities of Fairfield
238 Jewett Avenue
Bridgeport, CT 06606
(203) 416-1322

The Catholic Charities of Fairfield puts faith into action by providing: food, housing, mental health, adoption, immigration and family support services to the needy and vulnerable of all faiths in Fairfield County.

Center for Family Justice
753 Fairfield Avenue
Bridgeport, CT 06604
(203) 334-6154

Provides free confidential services including a safe house and advocacy for victims of domestic violence, sexual violence, human trafficking, and child abuse.

CT Community for Addiction Recovery
49 Cannon Street (rear)
Bridgeport, CT 06604
(203) 332-3303

CCAR offers a variety of services to meet people where they are at. They provide training, volunteer opportunities, support services and access to many resources for anyone in recovery.

CT Renaissance-Bridgeport Adolescent & Family Center
1120 Main Street
P.O. Box 9439
Bridgeport, CT 06601
(203) 367-7570

The Bridgeport Adolescent & Family Center offers multi-systemic therapy, work release program and an impaired drivers program.

CT Renaissance-Bridgeport Outpatient Clinic
1 Lafayette Circle
Bridgeport, CT 06604
(203) 331-1503

The Bridgeport Outpatient Clinic serves clients referred through local hospitals, parole and other treatment facilities. They offer individual counseling, group therapy, stress management and relapse prevention.

Dress for Success
240 Fairfield Avenue
Bridgeport, CT 06604
(203) 333-6505

A referral based service that allows women to receive one suit when she has a job interview and one week's worth of business attire when she becomes employed. They also offer other programs for job retention and resume reviews.

Family ReEntry
75 Washington Avenue
Bridgeport, CT 06604
(203) 576-6924

Family ReEntry began in 1984, as a reentry support group for men at the Isaiah House in Bridgeport and has since grown to include intervention, reentry, and family and children programs. FRE's programs include: Domestic Violence Treatment and Education, Community Reentry, Mentoring Programs and Intensive Outpatient Programs.

Female Soldiers: Forgotten Heroes
655 Park Avenue
Bridgeport, CT 06604
(203) 338-0669

FS: FH is Connecticut's first and only community-based transitional home exclusively for homeless female veterans and their young children.

Golden Hill United Methodist Church
210 Elm Street
Bridgeport, CT 06604
(203) 336-0152

The Golden Hill United Methodist Church provides a food pantry, they serve meals every week and a shower ministry. All are welcome and there is paperwork to be completed.

Greater Bridgeport Mental Health
1635 Central Avenue
Bridgeport, CT 06610
(203) 551-7400

Greater Bridgeport Mental Health is a healthcare agency that promotes the overall health and wellness of persons with behavioral health needs.

Homes for the Brave
655 Park Avenue
Bridgeport, CT 06604
(203) 338-0669

Homes for the Brave provides housing, vocational training, and life skills coaching to help veterans and non-veterans leave homelessness behind.

Hopeline Pregnancy Resource Center
4749 Main Street
Bridgeport, CT 06606
(203) 540-5225

The Hopeline Women's Center provides: pregnancy testing, ultrasounds, counseling, abortion recovery, and healthy relationship education.

Huntington House
74 Huntington Road
Bridgeport, CT 06608
(203) 366-7012

The Huntington House provides housing for men and women who suffer from severe and persistent psychiatric disabilities. The programs provide residential and rehabilitative services: teaching, coaching, educating, training, counseling and assisting with daily living and self-care skills.

LifeBridge Community Services, Inc.
475 Clinton Avenue
Bridgeport, CT 06605
(203) 368-4291

LifeBridge is a facility where each client receives an individual plan of comprehensive services that are delivered through four core programs: Economic Empowerment, Youth Services, Behavioral Health, and Social Enterprises.

Mercy Learning Center
637 Park Avenue
Bridgeport, CT 06604
(203) 334-6699

The Mercy Learning Center provides basic literacy and life skills training to low- income women using a holistic approach within a compassionate, supportive environment.

Mayor's Initiative for Reentry Affairs
999 Broad Street
Bridgeport, CT 06604
(203) 330-4235

MIRA is a one-stop office that connects offenders released from prison with employment and social service resources.

Neighborhood Studios
391 East Washington Avenue
Bridgeport, CT 06608
(203) 366-3300

Neighborhood Studios provide an inclusive, warm and welcoming environment that offers high quality art, music, theater, and dance instruction to children of all ages, regardless of ability, background or finances.

Regional Network of Programs
480 Bond Street
Bridgeport, CT 06610
(203) 366-5817

The Regional Network of Programs offers addiction treatment, housing services/support and mental health services.

Sanitas
4551 Main Street
Bridgeport, CT 06606
(844) 307-4827

Sanitas offers primary care, specialty care, urgent care, lab and diagnostic, vaccinations and health programs.

Southwest Community Health Center
46 Albion Street
Bridgeport, CT 06605
(203) 330-6000

Southwest Community Health Center has seven different locations in the Bridgeport area. The services they offer are: dental, mental, geriatrics, OB/GYN, pediatrics, podiatry, nutrition, substance abuse treatment and WIC.

United Congregational Church
2200 North Avenue
Bridgeport, CT 06604

The United Congregational Church offers 20 outreach programs, Senior Care lunches for seniors, DINNERCHURCH for young adults and volunteer opportunities.

Urban Model Initiative
410 Poplar Street
Bridgeport, CT 06604
(203) 333-3445

The Urban Model Program offers both transitional and supportive housing opportunities for individuals who are homeless and living with both psychiatric and substance use disorders.

Wakeman Boys & Girls Club (Smilow-Burroughs Clubhouse)

**414 Fairfield Avenue
Bridgeport, CT 06605
(203) 908-3378**

The Smilow-Burroughs Clubhouse provides opportunities for the educational growth and life skills development through STEAM, education and mentoring programs from middle school until college or work force entry.

YMCA Emergency Family Shelter

**309 Brooks Street
Bridgeport, CT 06608
(203) 367-5830**

**21 Clinton Avenue
Bridgeport, CT 06604**

The YMCA Emergency Family Shelter is for families in transition. It is recommended that you call first to see if there is a waiting list. The shelters provide lunch, dinner and cold breakfast items.

HOTLINES

Al-Anon/Al-A-Teen • 1-888-425-2666

Alcohol/Drug Abuse Hotline • 1-800-662-HELP

CT Clearinghouse: 1-800-232-4424

Eating Disorders Hotline • 1-888-236-1188

National Child Abuse Hotline • 1-800-422-4453

National Domestic Violence Hotline • 1-800-799-SAFE (7233)

National Runaway Switchboard • 1-800-621-4000

National Youth Crisis Hotline • 1-800-448-4663

Nine Line (Teens in Crisis) • 1-800-999-9999

Planned Parenthood • 1-800-230-PLAN

Teen AIDS Hotline • 1-800-440-TEEN

Wheeler Clinic Helpline: 1-860-747-3434 or 1-860-524-1182

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Continuing Education

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900 LAFAYETTE BOULEVARD
BRIDGEPORT, CT 06604
WWW.HOUSATONIC.EDU/CE

