

## Registering Late... Here's what YOU need to do to CATCH UP!

### 1. GET READY FOR CLASS

Contact your instructor(s) **NOW** before the next class to:

- a. Obtain a copy of the syllabus and assignment schedule
- b. Discuss any assignments that may be past due or due soon!

Buy your books **ASAP** and catch up on readings that have been assigned to date. Your syllabus should indicate what reading is due for each class session.

Plan to spend time **THIS WEEK** catching up on missed reading, assignments, etc. **Putting off this catch-up will only put you further behind.**

Attendance counts!! Some instructors have attendance policies which stipulate how many absences are allowed. If you're joining classes which have already met, you'll have used some allowable absences. Make sure you are clear about the attendance requirements for the class.

### 2. GET HELP

If you find yourself struggling to catch up, talk with your instructor to help you determine your best course of action. Also, seek out FCC's academic support services:

**Tutoring** - free weekly tutoring services - Learning Commons, 2<sup>nd</sup> floor Linganore Hall

**Writing Center** - provides assistance with writing assignments, 2<sup>nd</sup> floor, Linganore Hall

**STEM Learning Center** - tutoring for help with math and science classes, B 112

**Mentoring** - connect to a faculty or staff member who can help, H 103

**Counseling** - review other resources and services which may help, J 201

### 3. GET CONNECTED

From the FCC home page at [www.frederick.edu](http://www.frederick.edu), on the top of the page click the link for "Current Students" to access the technology tools you need:

Set up your **MyFCC email account**, which will become your official means of communication with faculty and staff at FCC.

Log on to **Blackboard** if you are registered for an online course.

Log on to **PeopleSoft** to register, drop/add, get grades, track your degree progress.

### 4. PLAN AHEAD

Contact the Counseling & Advising Office for help transitioning to college or help in choosing a career and/or major.

Schedule an advising appointment **before** registration begins (Nov 6<sup>th</sup>) for the next semester so you can register early!