Check off each box as you go, so you don’t miss a thing!

ADMISSIONS
774.357.2947  |  Admissions@BristolCC.edu
⇒ BristolCC.edu/Apply

☐ Complete and submit an application to the Office of Admissions with the following:
  • Program of study specified
  • Official high school or state-approved high school equivalency transcript
  • Official college and/or military joint services transcript(s), if applicable

FINANCIAL AID
774.357.2515  |  FinancialAid@BristolCC.edu
⇒ BristolCC.edu/FinancialAid

You must be admitted to an approved program or certificate to be eligible to receive financial aid.

☐ Complete and submit the Free Application for Federal Student Aid (FAFSA).  ⇒ www.fafsa.ed.gov
☐ Submit any documents requested by the Financial Aid Office.
☐ Accept your financial aid online through accessBCC.

Financial aid will contact you if additional information is required. Learn more in the enclosed College Financing Guide.

ACCESS BCC
⇒ accessBCC.BristolCC.edu

accessBCC is the online information hub for Bristol students. Through accessBCC, you can: register for classes, view your class schedule and grades, access your e-bill (tuition and fees), check your financial aid status, access your student email account and eLearning and more! You will also receive important notifications throughout the year as soon as you log in, so we recommend that you check your account daily for updates.

You can only sign up for accessBCC once you have been fully admitted to the college.

☐ Activate your accessBCC account.
  • Go to accessBCC.BristolCC.edu
  • As a new user, click on the “Set Up My Account” link and follow the instructions

☐ Update your contact information as changes occur.

⚠️ Check your accessBCC account regularly (even if email is forwarded), as many important messages from your professors and the college are posted only in accessBCC.

ACCUPLACER® PLACEMENT TESTING
774.357.3978  |  f: 508.730.3291  |  TestingCenter@BristolCC.edu
⇒ BristolCC.edu/TestingCenter

Placement testing is required prior to registration for most courses.

☐ Schedule the ACCUPLACER® placement test by registering online at: BristolCC.edu/RequestTest.
☐ Prepare for your test; you can find helpful information on the Testing Center’s website.

☐ Bring your photo ID with you to your testing appointment.

☐ If requesting testing accommodations due to a documented disability, please contact the Office of Disability Services at 774.357.2955.

☐ If English is not your first language, please contact the English as a Second Language (ESL) Coordinator at 774.357.2476.

You may be exempt from placement tests at the time of admission by way of SAT/ACT scores or high school GPA or if you are receiving transfer credit for college English or math. Contact the Testing Center for more information.
You will be contacted by the Advising Center when you are eligible to register for classes.

Access and view your tuition bill by logging in to your accessBCC account.

Pay your tuition and fees online via accessBCC with e-check, credit card* or payment plan by the scheduled due date. If you have any questions on paying your tuition bill online, please contact the Student Account Office at 774.357.2160.

Make your Electronic Refund Selection using the Refund Kit mailed to your home within two weeks of registration; Bristol will issue a refund to your selected account in case you receive financial aid or there is a class cancellation after you have already paid your bill.

* A 2.7% service fee will be applied for credit card payments.

Health Insurance: State Law requires all students registered for nine credits or more to carry health insurance (Fall and Spring semesters only). Bristol provides the minimum required coverage for an additional fee. If you have your own health insurance and wish to waive this fee, complete the steps below to show proof of insurance:

- Log in to accessBCC and click Student Health Insurance Waiver (directs to our vendor, GallagherStudent.com).
- Fill out the waiver. You must complete this form each academic year to waive the fee.

Failure to comply will result in a hold being placed on your records, preventing registration for courses.

Submit your immunization records in one of the following ways: in person to Health Services in E104 (Fall River), by fax to 508.730.3268 or via email to HealthServices@BristolCC.edu. Be sure to include your student ID number and Bristol program of study.

Visit BristolCC.edu/HealthServices for a detailed explanation of the required immunization information.
ADDITIONAL CONSIDERATIONS

☐ Obtain your student ID card after you have completed your placement testing or after you have attended Orientation.

☐ Purchase your textbooks from the Bristol Bookstore (a printed copy of your “Detailed Schedule” from accessBCC is required), online via accessBCC or the Bristol mobile app.

☐ If you require accommodations for a learning and/or physical disability, please contact the Office of Disability Services (ODS) at 774.357.2955 or ODSAccess@BristolCC.edu.

☐ If you are a veteran or in active service, contact Veteran Educational Services at the Joseph A. Marshall Veterans Center to see how we may assist you with unique educational opportunities.

☐ Do you want to get credit for prior learning? Contact the Credit for Prior Learning coordinator at 774.357.2511 to discuss any non-classroom education (on-the-job or military training, volunteer service, noncredit courses, etc.) that might qualify for college credit.

STAY INFORMED

☐ View and download the academic calendar for important dates like start of classes, breaks, holidays, finals and more.  
BristolCC.edu/AcademicCalendar

☐ Stay in the know with text messages from Bristol! For important dates and deadlines for students, text “BCCINFO” to 67283; to receive timely emergency and weather-related closing announcements, text “BCCALERT” to 67283. These are free services, but subscribers are responsible for any messaging charges from their provider.

☐ Download the free Bristol app on your phone. It is your on-the-go resource for all things Bristol. View your schedule, class assignments and grades, pay your bill, find your way around campus and more!

☐ Review the Student Handbook for our academic policies, code of conduct, campus information and more.
BristolCC.edu/StudentHandbook
**Understanding Costs**

**Estimated Costs**
- Tuition and college fees: $214 per credit (Mass. residents)
- Student Support Fee: $37, non-refundable
- Instructional Support Fee (ISF): $9 per credit for courses that require above average technology, material or human resources. Exception: Nursing and Dental Hygiene classes are assessed an ISF of $50 per credit.

**Example of Charges for One Semester**

<table>
<thead>
<tr>
<th>CLASS</th>
<th>CREDITS</th>
<th>TUITION/FEEM</th>
<th>ISF</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
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<td>$642</td>
<td>$27</td>
<td>$669</td>
</tr>
<tr>
<td>COM 101</td>
<td>3</td>
<td>$642</td>
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<td>$642</td>
</tr>
<tr>
<td>HST 111</td>
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</tr>
<tr>
<td>BIO 111</td>
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<td>$856</td>
<td>$36</td>
<td>$892</td>
</tr>
</tbody>
</table>

* Tuition/fee for Massachusetts residents.

**Health Insurance**

Students registering in nine or more credits for fall or spring semester are required by state law to have health insurance coverage and will be billed for this charge. (There is no health insurance charge for the summer semester.)

Please see the “Student Accounts” section in the Enrollment Checklist for more information and instructions on how to waive this cost if you already carry insurance. Waiver must be completed before the start of the semester and must be waived each academic year.

**Other Costs**

Other costs related to your education that will not appear on your bill include the cost of books (about $800 per semester for a full-time student), travel to/from campus, dependent child care and additional expenses, such as food and school supplies.
**VIEWING YOUR TUITION BILL**

E-Bill provides you with convenient, secure access to your Bristol billing statement through your accessBCC account. Learn more at BristolCC.edu/eBill.

You are responsible for checking your latest E-Bill and ensuring that it is paid on or before the due date.

⚠ Your tuition payment is due each semester by a scheduled due date; if you register after this date, payment is due at the time of registration. If your payment is late, you are in jeopardy of losing your original course schedule.

⚠ You have the option to grant access to your tuition bill to a parent/guardian or authorized third party through accessBCC. If you do not select this option, you are responsible for providing a copy of the bill to them, if needed. If your charges are being paid by a third party, you must also contact the Student Accounts Office at 774.357.2160.

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**PAYING YOUR TUITION BILL**

Bristol offers you a variety of ways to pay your bill:

**Online:** with credit card* or checking account via accessBCC

**Nelnet Campus Commerce Payment Plan***: This is not a loan program. There is no debt, no interest. No finance charges are assessed and there is no credit check. The cost to budget your interest-free monthly payment plan is a $25 per semester non-refundable enrollment fee payable to Nelnet. For more information and how to enroll, go to BristolCC.edu/PayOnline.

* A 2.7% service fee will be applied for credit card payments. Bristol accepts Visa, MasterCard and Discover.

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**APPLYING FOR FINANCIAL AID**

To be considered for grants, work study, and/or loans to help with your college costs, apply for financial aid as soon as possible by filling out the Free Application for Federal Student Aid (FAFSA). You must be admitted to an eligible academic program to receive financial assistance. Information and forms can be downloaded from our website: BristolCC.edu/FinancialAid.

If you plan to begin in either the fall or spring semester, you should complete the appropriate FAFSA form for that academic year.

**Bristol Priority Financial Aid Deadline**

- Fall Semester - April 1
- Spring Semester - November 1

⚠ If you miss the deadline, apply as soon as possible! Applications are accepted year-round, but remember that applying by the deadline will ensure that you are eligible for the maximum possible award.

⚠ If your application is submitted late, you may need to make arrangements to pay your bill out-of-pocket until you receive a financial aid decision. You will also need to pay for your books on your own. Failure to make payment by the bill due date could result in being dropped from classes.

**Book Advances**

If you have a financial aid award that is greater than your billable costs, you may be eligible for a book advance, which can be used to purchase books at the Bristol Bookstore. Book advances can be used at the start of each semester.

Financial Aid is disbursed mid-semester. If any funds remain, the credit is paid to you through your selected refund method with Student Accounts. Check the college website for more information at BristolCC.edu/BookAdvance.

For information regarding your bill and Financial Aid check your accessBCC account for updated information.

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**Let Us Help You!**

Walk-in workshops are available. Look for dates and locations online. BristolCC.edu/FinancialAid
WITHDRAWAL POLICY

Students are responsible for withdrawing officially if they stop attending any or all classes.

Withdrawals are accepted until the tenth week of classes or the equivalent (refer to the Academic Calendar for exact date). Students may withdraw online in accessBCC, in person at any Enrollment Center, or via email to EnrollmentServices@BristolCC.edu. Email requests must come from the student's Bristol college email address and must include the student's name, Bristol student ID number, and course information (CRN and/or course and section number). Email from non-Bristol accounts will not be accepted.

Students who use financial aid and who subsequently withdraw may be required to return some or all funds received. Failure to comply may result in ineligibility for future financial assistance at any institution, referral to collections agencies, and interception of income tax refunds. Students withdrawing after the third week of the semester are not entitled to a refund or reduction of charges. Contact the Enrollment Center at 774.357.2590 if you have any questions.