

New ECE Student Checklist

Hours listed below are subject to change during calendar events and holidays. For information please call ahead.

🍷 Fill out the FREE RRCC Application


- Fill out the application online at www.rrcc.edu
- Click “Enroll Now” on the Homepage
- Admissions will attempt to notify you of your status, via email, within 48 hours

For more information visit www.rrcc.edu/admis or contact the Admissions Office at (303) 914-6351

Admissions Office Hours: Monday – Thursday: 8:00 a.m. to 6:00 p.m.
Friday: 9:00 a.m. to 5:00 p.m.

☐ Apply for the College Opportunity Fund

If you did not apply for the College Opportunity Fund during the application process, follow the directions below:

- Go to the RRCC homepage <http://www.rrcc.edu/COF>
- Click on Sign up for COF or pay more in tuition! 
- Click on the orange box that says “Apply for a Stipend” and follow directions for creating the COF account
- **The COF allows the tuition discount** for 145 undergraduate credit hours
- If you Withdraw from a course COF will still be applied towards these credit hours

For more information visit www.rrcc.edu/cof or contact Marilyn Kenfield at (303) 914-6268

🍷 Visit the Assessment Center

- You will need to take the FREE ACCUPLACER Test whether you are seeking a degree/certificate, you are under 21 years of age, or you are enrolling into ECE 101 or ECE103. You must pass with a reading comprehension score of 62 or higher and a sentence skill score of 70 or higher.
- Exemption from assessment may be obtained by providing any of the following as proof:
 - Previous college credits in Freshman English and College Algebra with grades of “C” or better.
 - Please submit your Official transcripts to the Student Records Department
 - Test/assessment scores, no older than 5 years:

ACT:	ENGL	MATH	READ	SAT:	VERB	MATH
	18	19-23	17		440	460

***See Assessment Center for interpretation of other assessment scores**

- You can retake this test as many times as you would like—Retesting is \$5 per section.
- The test is administered on a walk-in basis. Please contact the Assessment Center for Testing hours.

For more information visit www.rrcc.edu/assessment or contact the Assessment Center at (303) 914-6720.

☐ Meet with an ECE or Academic Advisor

BEFORE MEETING WITH AN ADVISOR PLEASE:

- Complete the RRCC Application
- Complete the COF Application
- Complete the Assessment Process
 - The ECE Advisors can help you:
 - plan your strategy for completing a degree or certificate in Early Childhood Education
 - understand the academic and licensing requirements for Early Childhood Education
 - plan your transfer to another institution within the State of Colorado

For more information or to set up an appointment with an ECE advisor contact: kathleen.devries@rrcc.edu or 303-914-6326 OR janiece.kneppe@rrcc.edu or 303-914-6553

- An Academic Advisor can help you:
 - plan your class schedule
 - plan your Associate of Arts, Associate of Science or Associate of General Studies Degree
 - transfer to another institution within the State of Colorado
 - provide General information on AAS degree programs

For more information visit www.rrcc.edu/advising or contact the Advising Center at (303) 914-6255

Advising Center Hours: Monday – Thursday: 8:00 a.m. to 6:00 p.m. (walk-ins until 5:30)
Friday: 9:00 a.m. to 5:00 p.m. (walk-ins until 4:30)

Register for classes

To register on campus complete the Registration Form in the Admissions Office or to register online:

- Go to www.rrcc.edu
- Click on "The Rock" (RRCC Portal)
- Log in using your "S" number and password (use a capital S)
- Select "Student" Tab
- Select "Add or Drop Classes" in the "Registration Tools" box
- Choose the correct term
- Enter the 5 digit CRN numbers of the courses you want into the boxes or
- Click on the "Class Search" link to search for classes
- Click on "Submit Changes"
- **Authorize your College Opportunity Fund (COF) by clicking on the 3rd bullet "Click Here" link.**

Check schedule for important dates on "The Rock"

- Drop Deadlines (**Refund**)
- Withdrawal Deadlines (**No Refund**)
 - "W" Will Appear on your Transcript
 - A Withdraw will not initiate a refund
- Tuition due dates

Print your schedule

- Go to www.rrcc.edu and click on "The Rock"
- Select "Log in" and enter your "S" number and Password
- Select "Student" Tab
- Select "My Class Schedule" in the "My Student Stuff" Box
- Select a term and print

Visit the Financial Aid Office for information regarding

- FAFSA (Free Application for Federal Student Aid) apply online: www.fafsa.ed.gov
- Grants
- Scholarships
- Financial Aid Deadlines
- Loans
- Work Study

For more information visit www.rrcc.edu/finaid or contact the Financial Aid Office at (303) 914-6256

PLEASE CHECK FOR GRANTS AND SCHOLARSHIPS AVAILABLE SPECIFICALLY TO ECE STUDENTS BY GOING TO: www.rrcc.edu/ece/ AND EXPLORING THE "INFORMATION FOR CURRENT STUDENTS"

View your bill and Pay your tuition

- You may pay by mail, in person or online through "The Rock"
- **DO NOT** wait to receive a bill from the Cashier's Office.
- The Cashier's Office offers a Deferred Payment Plan with 4 or more credit hours at an additional cost of \$25.00

For more information visit www.rrcc.edu/studentlife/ or contact the Cashier's Office at (303) 914-6222

Cashier's Office Hours:

**Monday – Thursday: 9:00 a.m. to 6:00 p.m.
Friday: 9:00 a.m. to 5:00 p.m.**

Get your Student ID

- Present a **valid photo ID** and your **printed** schedule to the Student Life Desk for verification of registration.

For more information visit www.rrcc.edu/studentlife or contact the Student Life Center at (303) 914-6370

Student Life Hours:

**Monday – Thursday: 9:00 a.m. -7:00 p.m.
Friday: 9:00 a.m. - 5:00 p.m.
Saturday: 10:00-2:00**

Buy your Books

- Bring your printed schedule for help finding your books in the Bookstore or visit the bookstore link at www.rrcc.edu
- If you are receiving Financial Aid please contact Financial Aid office for dates to purchase your books.

For more information visit www.rrcc.bncollege.com or contact the Bookstore at (303) 914-6232

Bookstore Office Hours: See store for extended hours for the first week of classes.

Summer Semester

**Monday – Thursday: 8:00 a.m. to 6:00 p.m.
Friday: 8:00 a.m. - 4:00 p.m.
Saturday: Closed**

Fall and Spring Semesters

**Monday – Thursday: 8:00 a.m. - 7:00 p.m.
Friday: 8:00 a.m. – 4:00 p.m.
Saturday: 9:00 a.m. – 1:00 p.m.**