

JCCC Counseling Center Student Preparation Checklist

Welcome to the JCCC Counseling Center! In order to best utilize your appointment time with your Counselor we encourage you to go over this material in the meantime. **Please present this completed form to the Information Podium upon arriving for your appointment. Not completing this checklist may result in needing to reschedule your appointment, so be prepared!**

Your Name: _____ JCCC Student ID # _____

Appointment Date and Time: _____ 2011. _____ AM/PM.

Counselor's Name: _____ ext. _____

A. Checklist before Meeting with your Counselor:

____ New Student Orientation (for new students only). For information and times, please visit:

www.jccc.edu/successcenter.

____ Math and English Assessment Testing (if applicable). For location, times, and study guides, please visit: www.jccc.edu/testing.

____ Nursing Information Session (required for new prospective JCCC Nursing applicants). For dates and times, please visit: www.jccc.edu/nursing.

B. Questions for your Counseling Session:

1. **Got questions?** Prepare a list of questions for your Counselor. List them here:

2. **Degree Seeking at JCCC?** Print out your *DegreeCheck* audit. If you are a current student and are seeking a degree here at JCCC, this is a helpful tool. Directions: From www.jccc.edu, Login to your MyJCCC -> Click the EASI tab -> Click on Student and Financial Aid -> Click on *DegreeCheck*. To print, select the Print button on *DegreeCheck*. If the degree you are seeking does not appear on the Worksheet page (first page of your *DegreeCheck* audit), use the "What If" option to check your status towards the degree you're interested in. For more information, please visit: <http://www.jccc.edu/records/degreecheck>.

3. **Transferring in?** If you are transferring in from another college or university and we do not have your transcript(s) on file at JCCC, you should bring an unofficial copy with you to your appointment. Counselors can best advise you when they have all of your academic information.
4. **Transferring out?** If you are transferring to a local college, see if we have a transfer guide for your goal. Locate the pdf version on the Counseling website or come to the Student Center and get one! You will find the Transfer Program Guides on our Transfer Information webpage: <http://www.jccc.edu/counseling/transfer.html>
5. **Got a plan?** If you have met with a Counselor before and created a plan or you have some classes in mind that you are interested in taking, please bring a copy of those with you to your appointment.

Please plan on arriving on time for your appointment. You may wish to allow yourself additional time to find parking and checking in for your appointment. For a campus map and parking information, please visit: www.jccc.edu/maps. If for some reason you cannot make your appointment, please call 913-469-3809 as soon as possible to cancel or reschedule with an Administrative Assistant so that the appointment time can be offered to another fellow student.