

Winter 2022 Registration begins October 30, 2021

Log in to Ocelot Access to register for classes at schoolcraft.edu/OcelotAccess

WINTER 2022 REGISTRATION GUIDE



Winter Semester begins January 10, 2022

CONTENTS

View the Schoolcraft College Catalog at schoolcraft.edu/catalog

REGISTRATION CENTER

Registration Center: 734-462-4426

schoolcraft.edu/registration

Registration for Winter 2022 begins Saturday, October 30, 2021.

Registration for Spring and Summer 2022 will begin on Saturday, March 26, 2022.

VETERAN PRIORITY REGISTRATION

Military Affiliated Students can Pre-Register for Winter 2022 Classes on

Friday, October 29, 2021

8 a.m. – 11 p.m.

Pre-registration is available for Veterans, Service Members, Spouses using educational benefits, and Dependents of Veterans and Service Members that are using educational benefits. Registration opens to all students on Saturday, October 30, for Winter 2022.

Veterans Resource Center • 734-462-4352 McDowell Student Center, Room 240



Use STUDENT PLANNING to Register for Classes.

Register for Courses WITH your Education Plan

- 1. Log in to Ocelot Access at: schoolcraft.edu/OcelotAccess
- 2. Click the Traditional Student card
- 3. Click the Register and Drop Courses card
- 4. Click the right arrow next to the term until you reach the desired term.
- 5. Under the listed courses on the left side, click *View Other Sections.*
- 6. The sections will be listed below the course. Use the arrows to navigate to view each section.
- 7. Click *Filter Sections* to narrow your search (including days, times, locations, online, availability).
- 8. Select the course and view section details; Click *Add Section* (the section will show up on your calendar).
- 9. Click the *Register Now* button above the calendar to register (the course will turn green on your calendar).

Register for Courses WITHOUT an Education Plan

- 1. Follow steps numbered 1–4 listed above.
- 2. Type the name(s) of the course and the course number (or just the subject) in the search bar and click the *Search Button* or *Enter*.
- 3. Select the course and click *Add Course to Plan*. Do this for each of the courses you want to take.
- 4. Return to *Plan and Schedule*. Follow steps numbered 6–8 above.

ADMITTED STUDENT CHECKLIST

Follow these steps to ensure that you are ready to register and start classes.

□ Log In To Your SC mail Email Account

Log in to **schoolcraft.edu/OcelotAccess**. On the **My Info** card, click on **log in to your student email**.

The college will send all important communications, such as financial aid, to this email address.

Galaxies Submit Transcripts

First Year Students

Request to have transcripts sent through parchment.com or email your transcripts to admissions@schoolcraft.edu.

Transfer Students

Official college transcripts must be sent directly from the transfer institution to Schoolcraft.

Submit Test Scores or Take a Placement Test

First Year Students

Have you taken the SAT or ACT within the last 3 years?

Yes: Request SAT scores at collegeboard.org and/or ACT scores at act.org/the-act/scores, or email your Score Report to admissions@schoolcraft.edu

No: Schedule an appointment to take a Placement Test at **schoolcraft.edu/testingcenter**. Photo identification is required. Allow approximately 2½ hours for testing.

Transfer Students

If transferring credits, call Advising at 734-462-4429 to determine if you need to take a Placement Test.

Complete New Student Orientation

Orientation is mandatory for first-time college students and is required before registering for classes. Complete orientation at **schoolcraft.edu/orientation**.

Orientation is not required for transfer students.

□ Make an Academic Advising Appointment

Schedule an appointment with an Academic Advisor by calling 734-462-4429. Please have your student ID number available.

Register for Classes

Login to Ocelot Access to register for classes at schoolcraft.edu/OcelotAccess

With Ocelot Access you can:

- Search, register, waitlist, drop, and pay for classes.
- Set up a tuition payment plan or make an international payment.
- Check on financial aid and get important dates.
- Access your student education plan and get information on transfer and degree requirements.
- View student records, including billing statements, unofficial transcripts, and enrollment verifications.

Winter Registration begins October 30, 2021.

Spring/Summer Registration begins March 26, 2022.

D Pay for Classes

Payment is due within 3 business days, including holidays, from the date of registration.

If you do not pay in full, have financial aid in place, or commit to our payment plan option, you could be dropped from your classes for non-payment. You are responsible for dropping any classes you are not attending.

Learn about financial aid options, including grants, loans, and scholarships at **schoolcraft.edu/aid.**

- In Person: Go to the Cashier's Office located in the McDowell Student Center. Visa, MasterCard, Discover, American Express, debt cards, checks and cash are accepted.
- Online: Login to Ocelot Access at schoolcraft.edu/OcelotAccess.
- Tuition Payment Plan: Get payment plan information at schoolcraft.edu/payments.

INTERNATIONAL STUDENTS: F-1, B-1, B-2, or M-1 International Students: Additional information is required before an I-20 Form is issued. Go to schoolcraft.edu/apply. Follow the International Student link to download the Prospective International Student Information and Application Packet.

WINTER 2022 IMPORTANT DATES

REGISTRATION TIPS

Waitlist: If a course is full, you can add your name to a waitlist. If a spot becomes available, the first student on the waitlist will be notified via Schoolcraft email. Notifications go out each day at 6 a.m. If you receive a notification, you will have until the following day at 11 p.m. to register for that class. If you do not register, the seat will be offered to the next student on the waitlist.

Late Entry/Overload: Students wishing to register for a class after it has met for the first time (late entry), or want to try to get into a class that is full (overload), need written approval from the instructor.

Please visit **schoolcraft.edu/registration/ overload-and-late-entry** for more details.

Schedule Adjustment: During the first week of the term, you can adjust your schedule as needed, including Late Entry and Overload classes.

Prerequisites: A prerequisite is a condition that students are required to meet before registering for a class. For example, a class that must be taken before taking another class. Students must complete prerequisites as required before enrolling in some courses. Contact your academic advisor for assistance.

Academic Program Information: View the Schoolcraft College Catalog at schoolcraft.edu/catalog for information about academic programs.

For more information, visit schoolcraft.edu/registration

Check schoolcraft.edu/semester-guide for Important Information, including:

- Last Day for Schedule Adjustment/Refund
- Last Day for Withdrawal from Classes
- Last Day of Classes

Mark Your Calendar!

Winter Semester

Jan. 10	Winter 2022 Semester Begins - First Day of Classes
Jan. 17	Martin Luther King Day - No Classes
Feb. 3	Last Day for Address Changes that Impact Tuition Rates
Feb. 28-Mar. 6	Mid-Term Break - No Classes
May 7	Commencement

Winter 2022 Police Academy

Application Deadline	November 15, 2021
Interview Date (tentative)	Week of December 6, 2021
Academy Orientation	January 21, 2022
Academy Starts	January 24, 2022
Graduation	May 18, 2022

For additional Police Academy information call 734-462-4306.



TUITION AND FEES FOR WINTER 2022

	Credit	Registration	Service	Instructional	Infrastructure	Reside	nt Rates	Non-Resi	dent Rates
	Hours	Fee	Fee	Equip. Fee	Fee	Tuition	Total*	Tuition	Total*
	0.5	\$43	\$4	\$5	\$4	\$63	\$119	\$91	\$147
	1	\$43	\$8	\$10	\$8	\$126	\$195	\$182	\$251
less than	2	\$43	\$16	\$20	\$16	\$252	\$347	\$364	\$459
half time	3	\$43	\$24	\$30	\$24	\$378	\$499	\$546	\$667
	4	\$43	\$32	\$40	\$32	\$504	\$651	\$728	\$875
	5	\$43	\$40	\$50	\$40	\$630	\$803	\$910	\$1,083
l 16	6	\$43	\$48	\$60	\$48	\$756	\$955	\$1,092	\$1,291
half time	7	\$43	\$56	\$70	\$56	\$882	\$1,107	\$1,274	\$1,499
time	8	\$43	\$64	\$80	\$64	\$1,008	\$1,259	\$1,456	\$1,707
three	9	\$43	\$72	\$90	\$72	\$1,134	\$1,411	\$1,638	\$1,915
quarter	10	\$43	\$80	\$100	\$80	\$1,260	\$1,563	\$1,820	\$2,123
time	11	\$43	\$88	\$110	\$88	\$1,386	\$1,715	\$2,002	\$2,331
	12	\$43	\$96	\$120	\$96	\$1,512	\$1,867	\$2,184	\$2,539
	13	\$43	\$104	\$130	\$104	\$1,638	\$2,019	\$2,366	\$2,747
C II	14	\$43	\$112	\$140	\$112	\$1,764	\$2,171	\$2,548	\$2,955
full time	15	\$43	\$120	\$150	\$120	\$1,890	\$2,323	\$2,730	\$3,163
une	16	\$43	\$128	\$160	\$128	\$2,016	\$2,475	\$2,912	\$3,371
	17	\$43	\$136	\$170	\$136	\$2,142	\$2,627	\$3,094	\$3,579
	18	\$43	\$144	\$180	\$144	\$2,268	\$2,779	\$3,276	\$3,787
Advisor	19	\$43	\$152	\$190	\$152	\$2,394	\$2,931	\$3,458	\$3,995
approval required	20	\$43	\$160	\$200	\$160	\$2,520	\$3,083	\$3,640	\$4,203

	Credit	Registration	Service		Infrastructure	Out of State/ Rat		Resident Se	enior Rates
	Hours	Fee	Fee	Equip. Fee	Fee	Tuition	Total*	Tuition	Total*
	0.5	\$43	\$4	\$5	\$4	\$131	\$187	\$31.50	\$87.50
	1	\$43	\$8	\$10	\$8	\$262	\$331	\$63	\$132
less than	2	\$43	\$16	\$20	\$16	\$524	\$619	\$126	\$221
half time	3	\$43	\$24	\$30	\$24	\$786	\$907	\$189	\$310
	4	\$43	\$32	\$40	\$32	\$1,048	\$1,195	\$252	\$399
	5	\$43	\$40	\$50	\$40	\$1,310	\$1,483	\$315	\$488
1 10	6	\$43	\$48	\$60	\$48	\$1,572	\$1,771	\$378	\$577
half time	7	\$43	\$56	\$70	\$56	\$1,834	\$2,059	\$441	\$666
une	8	\$43	\$64	\$80	\$64	\$2,096	\$2,347	\$504	\$755
three	9	\$43	\$72	\$90	\$72	\$2,358	\$2,635	\$567	\$844
quarter	10	\$43	\$80	\$100	\$80	\$2,620	\$2,923	\$630	\$933
time	11	\$43	\$88	\$110	\$88	\$2,882	\$3,211	\$693	\$1,022
	12	\$43	\$96	\$120	\$96	\$3,144	\$3,499	\$756	\$1,111
	13	\$43	\$104	\$130	\$104	\$3,406	\$3,787	\$819	\$1,200
C 11	14	\$43	\$112	\$140	\$112	\$3,668	\$4,075	\$882	\$1,289
full time	15	\$43	\$120	\$150	\$120	\$3,930	\$4,363	\$945	\$1,378
unic	16	\$43	\$128	\$160	\$128	\$4,192	\$4,651	\$1,008	\$1,467
	17	\$43	\$136	\$170	\$136	\$4,454	\$4,939	\$1,071	\$1,556
	18	\$43	\$144	\$180	\$144	\$4,716	\$5,227	\$1,134	\$1,645
Advisor	19	\$43	\$152	\$190	\$152	\$4,978	\$5,515	\$1,197	\$1,734
approval required	20	\$43	\$160	\$200	\$160	\$5,240	\$5,803	\$1,260	\$1,823

*Check the course listings online and add course fees if applicable. Tuition and fees are subject to change, without notice, by action of the Board of Trustees.

DETERMINE TUITION AND FEES

Payment is due within 3 business days, including holidays, from the date of registration.

If you do not pay in full, have financial aid in place, or commit to our payment plan option, you could be dropped from your classes for non-payment. You are responsible for dropping any classes you are not attending.

Use the table on page 3 to determine your tuition and fees. Locate the number of credit hours you will be taking for the term, then go to the Total Column for Resident or Non-Resident Rates. The total includes all fees as outlined in the table.

The college verifies a student's residency at admission and for each semester's registration. To qualify for Resident Tuition Rates, students must reside within Schoolcraft College's district, which includes the public school districts of Clarenceville, Garden City, Livonia, Northville, Plymouth- Canton and part of Novi.

TUITION PAYMENT PLAN

\$30 per semester enrollment fee. A service fee of 2.5% in addition to the enrollment fee will be assessed if a credit/debit card is used. Additional \$30 NBS returned payment fee if a payment is returned

For more information, visit schoolcraft.edu/payments or call Student Accounts at 734-462-4586.

WINTER 2022 e-Cashier/Payment Plan available on the first day of registration					
Last day to Enroll Online	Required Down Payment	Number of Payments	Months of Payments		
November 24	10%	3	December-February		
December 22	20%	2	January & February		
January 27	50%	1	February only		
February 24	50%	1	March only		

NOTE: Down payment and enrollment fees process immediately.



PURCHASE OR RENT TEXTBOOKS

Please visit schoolcraftbooks.com for information including:

- Bookstore hours.
- Date that books will be available for each semester.
- Financial aid dates.



ANSWER CENTER

Call the Answer Center with questions at 734-462-4426.

Hours of Operation:

Monday through Thursday	8a.m.–9p.m.
Friday .	8a.m.–6p.m.
Saturday .	9a.m.–2p.m.

Email questions to answers@schoolcraft.edu.

FINANCIAL AID

The first step in qualifying for Financial Aid is to fill out the Free Application for Federal Student Aid (FAFSA) online at fafsa.gov.

Schoolcraft's FAFSA code is 002315.

Once a student qualifies for Financial Aid, it is applied to the student's account each semester based on the start date of classes to pay for tuition and fees. Any excess funds can then be used to purchase books and necessary class supplies at the Schoolcraft Bookstore.

Schoolcraft College students may qualify for one of the following financial aid programs:

Grants

A grant is a form of financial aid that does not have to be repaid. It is based primarily on demonstrated financial need.

Scholarships

Generally based on academic merit or particular area of study and does not have to be repaid. Apply for Schoolcraft Scholarships at schoolcraft.edu/scholarships.

Work Study

Students are placed in jobs on campus and wages are paid in part by the work-study program. For more information, contact Career Services at 734-462-4421 or email careerservices@schoolcraft.edu.

Student Loans

You must complete a FAFSA application to qualify for student loans. If you are eligible for a student loan, you will receive an email from the Office of Financial Aid advising you of your loan eligibility and next steps. All student loans must be repaid after graduation or not maintaining half time enrollment.

For more information about Financial Aid programs visit schoolcraft.edu/aid or contact the Office of Financial Aid at 734-462-4433.

- The Financial Aid Department will send financial aid information to only your SCmail account.
- The FAFSA must be completed every year that you wish to apply for Financial Aid. The FAFSA is available beginning on October 1, annually.

FEE DESCRIPTIONS

Registration Fee

This fee is a refundable fee charged one time per semester regardless of how many credit hours a student registers for during the semester. This fee is \$43 per semester.

Service Fee

This fee defrays the cost of several free services that Schoolcraft provides to students, such as career services, student activities, graduation, parking and admittance to the SC Fitness Center each semester the student is registered. This fee is \$8 per credit.

Lab Fees/Learning Management Fees

This fee is used to cover the cost of special materials, equipment, student assistants, specialized support and other services. Our learning management system fee (currently Blackboard) is \$12 per class, with an additional fee of \$10 for classes held in computer labs, allowing the use of additional technology that is otherwise not available in a standard classroom.

Excess Contact Hours Fees

The College charges \$126 per excess contact hour with a maximum of 4 excess contact hours per class. An excess contact hour occurs when the weekly class meeting hours exceed the class credit hours. For example, if Biology meets 4 hours per week, but Biology is a 3 credit hour class, the student is charged a \$126 excess contact hour fee. If a Nursing class meets 10 hours per week, but the Nursing class is a 4 credit hour class, the student will be charged a \$504 excess contact hour fee.

Instructional Equipment Fee

This fee is used to defray the increasing cost of maintaining, upgrading, and replacing the wide variety of electronic equipment and personal computers used in our classrooms. Software purchases, maintenance agreements, and upgrades are also covered by this fee. Every student is charged \$10 per credit hour for this fee.

Infrastructure Fee

This fee is used to defray the increasing costs associated with maintaining and enhancing the College's buildings, facilities, and campus grounds. Deferred maintenance and depreciation of campus infrastructure is also covered by this fee. Every student is charged \$8 per credit hour for this fee.

If you have any concerns, please contact either of the following:

Cashier's Office	734-462-4449
Student Accounts	734-462-4586

COURSE FORMATS

Choose Your Course Format

Schoolcraft College provides students a variety of choices for learning.



Traditional

Traditional 100% on-campus credit courses meet on campus for each class session. Students are required to attend courses at the times identified.

To ensure the safety of students, faculty, and staff, social distancing protocols will be put into place. Students enrolling in these types of courses should check Schoolcraft's Coronavirus (COVID-19) Communications page for additional information regarding the social distancing, screening process and check-in procedures.



Online (ONL)

There are no requirements to meet at set times on campus. Students log in when and where it is convenient for them and are required to keep up with weekly assignments and participate in online discussions.

Please note: online MATH courses require multiple on-campus proctored exams.

Remote (RMT)

Classes meet remotely during the scheduled time via live web conferencing. Blackboard is used to distribute additional course materials, submit assignments, share feedback, view grades, etc.

The required meeting day(s) and time(s) for specific sections can be found in the classroom session schedule under course schedules.

Hybrid (HYB)

Remote Hybrid

Courses combine traditional classroom time with scheduled remote class sessions, all with designated times. It is part "traditional" and part "remote." During the traditional portion, class meets on campus. During the scheduled remote time, classes are required to meet via live web conferencing. Make sure to review the meeting information when registering for a course.

Online Hybrid

A few courses combine traditional classroom time with asynchronous online time. During the traditional portion, class meets on campus at the designated meeting time. The remainder of the course is conducted online and does not have a set meeting time. Make sure to review the meeting information when registering for a course.

For more Course Format information visit schoolcraft.edu/course-formats



COURSES BY SEMESTER

Projected Course Offerings for each semester

Courses not listed are offered on an as-needed basis. Contact the associate dean for information. Course listings are subject to change.

Key to course formats

- T Traditional O Online
- H Hybrid (Online & Traditional or Remote & Traditional)
- I Internship
- R Remote

M Multiple course offerings (traditional or remote plus at least one other format including O or H)

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*Course not offered annually Consult :				

*Course not offered annually. Consult advising for next offering

COURSES BY SEMESTER

Projected Course Offerings for each semester

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Key to course formats T Traditional

- O Online
- H Hybrid (Online & Traditional or Remote & Traditional)
- I Internship R Remote
- M Multiple course offerings (traditional or remote plus at least one other format including O or H)

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ENG 203 R T* R R GER ENG 205 R* R R GER	102 R MATH 101 201 R* MATH 102			
ENG 206 R R* R* GER	202 T* MATH 105			
ENG 221 T* R* HIST ENG 243 R HIST				
ENG 244 R HIST				ЭТ
ENG 245 R HIST				
ENG 246 T* HIST ENG 248 T* HIST				
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ENGR 203 O O O HIT	114 T M M MATH 151			
ENVR 107 R HIT ENVR 233 I* HIT	117 H R MATH 230 118 R R MATH 240			
ENVR 245 H HIT	120 R M MATH 252			
ESL 060 R R HIT	130 R T MET 103			
ESL 064 R R HIT ESL 067 R R HIT	162 M M MET 116 210 R R MET 153			
ESL 070 T R R HIT	213 H R T MET 212	T MUSIC 234	4 R R PE 132	2 T*
ESL 074 T R R HIT ESL 077 T R R HIT	222 H T MET 216 224 M MET 248			
ESL 078 R R HIT	231 T R MET 281			
ESL 079 T* R HIT	232 R R MET 291			
ESL 080 T* R R HIT ESL 084 T* R R HIT	234 H M MFG 102 235 H T MFG 103			
ESL 087 R R HIT	236 T R MFG 105	H T MUSIC 244	4 R PE 207	7 R
ESL 110 R* R R HIT ESL 114 R R HIT	240 R M MFG 106 242 R T MFG 202			
ESL 117 R R HIT	262 T T MFG 202			
ESL 130 R R HS	101 R O MFG 200			
FIN 420 R HS FIRE 101 O O HS	102 T* MFG 211 103 R MFG 212			
FIRE 105 O HS	201 T* MFG 213	MUSIC 252		
FIRE 112 T T HS FIRE 119 T T HS	202 R M MFG 291 203 T MUSIC 104			
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FIRE 125 O HUM	1 151 R MUSIC 107	T R MUSIC 263	3 R PHT 102	2 R T
FIRE 131 O HUM FIRE 132 O HUM				
FIRE 136 O HUM				
FIRE 205 O HUM FIRE 221 O HUM				
FIRE 221 O HUM FR 101 O M M HUM				
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GEOG 212 O O* M M MA	140 H R M MUSIC 138	R MUSIC 292	R R PLAST 131	н Т
GEOG 217 R MA GEOG 225 H H MA	155 T H T MUSIC 140 161 I I MUSIC 141			
GEOG 223 R MA	175 T T MUSIC 142			
GEOL 133 R R R R MA	180 H T MUSIC 143		0 R PLAST 210) T
GEOL 134 R* MA GEOL 237 T* MAT	196 I I MUSIC 144 H 045 M T R M MUSIC 144		D T PLAST 220 0 R* R PLAST 240	
	TH 047 M M M MUSIC 150		I PLAST 251	

*Course not offered annually. Consult advising for next offering

COURSES BY SEMESTER

Projected Course Offerings for each semester

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Key to course formats

- T Traditional
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- I Internship R Remote
- Multiple course offerings (traditional or remote plus at least one other format including O or H)

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PLAST 291 I* I* I*	RAD 110 T* T*	SOC 205 R O O M	SPE 210 T*	WELD 110 T T T
POLS 105 O O M M	RAD 115 T* T*	SOC 209 O O M M	SPE 220 T	WELD 113 T T T
POLS 109 O	RAD 200 T* T*	SOC 210 R R R	SPE 275 T	WELD 115 T T T
POLS 205 R	RAD 210 T*	SOC 211 R	SRT 110 R T	WELD 119 T T T
POLS 207 R	RAD 215 T*	SOC 220 R*	SRT 121 T R T	WELD 120 T T T
POLS 209 R R	RAD 230 T*	SOC 290 R	SRT 122 T T* T	WELD 130 T T T
PSYCH 153 M M M M	RAD 235 T*	SPAN 101 M O M M	SRT 150 T T* R T	WELD 205 T R T
PSYCH 201 M M M M	RAD 240 T*	SPAN 102 O [*] M M M	SRT 221 T R	WELD 206 T T
PSYCH 205 T*	RAD 250 T*	SPAN 201 T R R	SRT 222 T T	WELD 210 T T
PSYCH 206 R R	RE 101 T* T* T*	SPAN 202 T R R	THEA 101 T*	WELD 211 T T T
PSYCH 207 O M M	RE 110 T* T* T*	SPE 100 O M M	THEA 120 T	WELD 212 T T
PSYCH 209 O M O	RE 150 T* T*	SPE 102 R	THEA 121 T	WELD 214 T
PSYCH 219 R	RE 290 I* I* I* I*	SPE 105 R	THEA 204 T	WELD 223 T T T
PSYCH 229 M O M M	ROBAT 101	SPE 112 T*	THEA 207 T	WELD 225 T T T
PSYCH 239 M O M M	SCM 100 T T T	SPE 115 R	THEA 210 T T	WELD 240 T H T
PSYCH 249 O O O O	SCM 200 T* T* T	SPE 122 T*	THEA 211 T	WELD 262 T* R T
PSYCH 259 R	SCM 220 T* T* T	SPE 125 T* R	THEA 220 T T	WELD 291 I* I* I*
QM 106 R	SCM 230 T T*	SPE 132 T	THEA 221 T	
QM 107 R	SCM 291 I* I* I* I*	SPE 135 T	THEA 231 T*	
RAD 100 T*	SOC 101 R* R R	SPE 142 T*	THEA 232 T*	
RAD 105 T*	SOC 201 M O M M	SPE 155 T* T*	THEA 241 R T*	

*Course not offered annually. Consult advising for next offering

SERVING SCHOOLCRAFT COLLEGE STUDENTS, ALUMNI, AND MEMBERS OF THE COMMUNITY



CAREER SERVICES and the HINKLE STUDENT RESOURCE CENTER What can we do for you? McDowell Student Center, Room 123



CAREER SERVICES

- Career Exploration/Career Coach
- Job Search Solutions
- Career Presentations
- Job Fairs
- Campus Recruiting Events
- Internships
- Student Employment

schoolcraft.edu/careerservices 734-462-4421 careerservices@schoolcraft.edu





HINKLE STUDENT RESOURCE CENTER

- Scholarships & Personal Resources
- Special Populations Scholarship
- Student Emergency Needs Fund
- Community resources
- Campus Food Pantry
- Suit Up Career Attire

schoolcraft.edu/hinklecenter 734-462-4443 hinklecenter@schoolcraft.edu

Academic Advising

An academic advisor will recommend courses and help you with an academic plan. Schedule an appointment by calling 734-462-4429.

You are required to meet with an academic advisor if:

- You want to register for more than 18 credit hours in fall or winter semesters.
- You want to register for more than 9 credit hours in spring or summer sessions.
- You are on academic probation, dismissal or have a registration hold.

Career Services

The Career Services office features licensed professional career counselors that can assist students with a variety of resources for career exploration and planning, improving employable skills, resume writing and student employment. For more information, contact the Career Services Office at 734-462-4421 or email careerservices@schoolcraft.edu.

Computers and Technology

All students enrolled in credit classes are given a user ID and password that provides access to the school's wireless network, SC mail, and Blackboard Learn system. In addition, students can access numerous open computer labs on both the Livonia campus and Radcliff Center to enable them to work on academic assignments and research while on campus.

Disability Support Services

The Disabilities Support Services office ensures students have equal access to programs and activities by facilitating accommodations and by providing encouragement and support for individuals with disabilities.

For more information on the services available, contact the office at 734-462-4330.

Get Coronavirus (COVID-19) campus guidelines at

schoolcraft.edu/coronavirus

Drop or Withdrawal Policy

Dropping a class during the refund/schedule adjustment period means the student no longer wishes to attend the class and wants to receive a refund. Dropped courses do not appear on the official transcript and no grade is issued for dropped courses.

Students may withdraw from classes online through Ocelot Access on or before the last day for withdrawal. Withdrawing from a class means the student no longer wishes to attend the class, but will not receive a refund because the refund/schedule adjustment period has ended. Withdrawing from a class will result in a "W" grade on the official college transcript.

For more information about drop and withdrawal, visit schoolcraft.edu/registration and click on the link for Drop and Withdrawal.

Learning Center (LC)

Services offered at the LC include:

- Academic Success Coaches
- Drop-in Tutoring Free tutoring provided by peer tutors
- Peer Assisted Learning (PAL) peer led, class-specific, learning assistance
- Writing Support Studio peer writing consultants
- JumpStart! Math Class Prep
- Final Exam Reviews

Student Relations/Counseling

Student Relations Specialists/Counselors are available to speak with students who are dealing with the stress of school, work and personal matters These specialists also have information on resources on campus and in the community.

Visit the Student Relations Office in the McDowell Student Center on the Livonia campus, or call 734-462-4486.

Veterans Resource Center

Schoolcraft College's Veterans Resource Center provides assistance to veterans and military members as prospective or current students, including assistance with:

- The VA educational benefits application process
- Course selection and degree requirements
- Planning a program of study in accordance with Schoolcraft and VA policies and guidelines
- Submission of enrollment certification paperwork
- For more information, call 734-462-4351.

DIRECTORY

Academic Advising McDowell Student Center (MC) 734-462-4429 schoolcraft.edu/advising

Admissions & Welcome Center McDowell Student Center (MC) 734-462-4683 schoolcraft.edu/admissions

Answer Center McDowell Student Center (MC) 734-462-4426 schoolcraft.edu/answers

Bookstores

Main Campus (S) 734-462-4409 Visit schoolcraftbooks.com for hours and information

Radcliff (RC) Bookstore 734-462-4778

Firearms Training Center (FTC) 734-462-4321 Online Book Ordering schoolcraftbooks.com schoolcraft.edu/bookstore

Campus Security Police 24 hours

Jeffress Center (JC) 734-462-4424 schoolcraft.edu/safety

Career Services McDowell Student Center (MC) 734-462-4421 schoolcraft.edu/careerservices

Cashier McDowell Student Center (MC) 734-462-4449 schoolcraft.edu/cashier

Computer Labs McDowell Student Center (MC): 734-462-4400, ext. 5147 (information)

Radcliff Center (RC): Room 140 734-462-4400, ext. 6112 (information) schoolcraft.edu/computerlabs

Disability Support Services McDowell Student Center (MC) 734-462-4330 schoolcraft.edu/dss Distance Learning (Online Courses) McDowell Student Center (MC) 734-462-4573 schoolcraft.edu/dl

Financial Aid McDowell Student Center (MC) 734-462-4433 schoolcraft.edu/financialaid

Fitness Center

Physical Education Building (PE) 734-462-4348 schoolcraft.edu/fitnesscenter

Hinkle Center McDowell Student Center (MC) 734-462-4443

Henry's Food Court

Waterman Wing (W) of VisTaTech Center (VT) 734-462-5903

International Students

McDowell Student Center (MC) 734-462-4429 schoolcraft.edu/international

Learning Center

Bradner Library (L) 734-462-4436

Radcliff (RC) 734-462-4755 schoolcraft.edu/lac

Library Bradner (L) 734-462-4440 schoolcraft.edu/library Office of Instruction Grote Center (G) 734-462-4419

Records Office McDowell Student Center (MC) 734-462-4677 schoolcraft.edu/records

Registration Center

McDowell Student Center (MC) 734-462-4426 schoolcraft.edu/registration

Student Accounts McDowell Student Center (MC) 734-462-4586 schoolcraft.edu/studentaccounts

Student Activities Waterman Wing (W) of VisTaTech Center (VT) 734-462-4422 schoolcraft.edu/sao

Student Relations/Counseling McDowell Student Center (MC) 734-462-4486 schoolcraft.edu/student-relations

Testing Center McDowell Student Center (MC) 734-462-4806 schoolcraft.edu/testing

Veterans Resource Center McDowell Student Center (MC) 734-462-4352 schoolcraft.edu/veterans



GENERAL INFORMATION

Class Cancellations

Schoolcraft College may cancel a section of a class if:

- The instructor becomes unavailable and a replacement can't be found.
- The college changes the day, time, or location of the class.

Classes canceled on a one-time basis during the semester due to instructor illness or other unforeseen circumstances will be listed on the Cancellations & Closings links under the News and Events tab of the website.

College Closure Due to Weather or Emergencies

If the college needs to close due to weather or emergencies, the closure notice will be posted on the home page of the Schoolcraft website and on the Cancellations & Closings links under website's Campus Life tab. It will also be broadcast on local news radio stations and TV news shows that announce school closings.

Upon registration for classes, all students are automatically enrolled in SCalerts to receive text, email and voicemail alerts regarding college closures due to weather or other emergencies.

College Policies

Drug Free Campus

The Federal Drug Free Schools and Communities Act Amendments of 1989 require that colleges receiving federal funds develop a program to prevent the use of illicit drugs and alcohol by students and employees on school property. Consistent with local, state and federal laws, Schoolcraft College will impose sanctions or seek legal action against students or employees, who unlawfully possess, use or distribute illicit drugs or alcohol on Schoolcraft College property as part of any college class or activity.

Family Educational Rights and Privacy Act of 1974 (FERPA)

FERPA requires written consent of a student to enable the college to disclose education records or personal information with anyone other than the student. Students have the right to review their own education records.

Accreditation

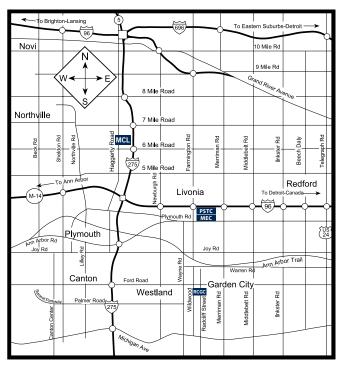
Schoolcraft College is accredited by the Higher Learning Commission of the North Central Association, 30 North LaSalle, Suite 2400, Chicago, Illinois, 60602-2504. Phone: 800-621-7440; Fax: 312-263-0456. Website: ncahigherlearningcommission.org.

Non-Discrimination Policy

It is the policy of Schoolcraft College that no person shall, on the basis of age, color, creed, disability, gender, marital status, national origin or race be excluded from participating in, be denied benefits of, or be subjected to discrimination during any activity or program or in employment.

For more information about College Policies visit schoolcraft.edu/college-policies.

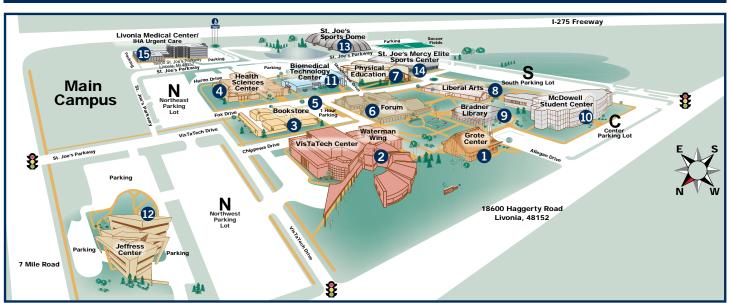
AREA MAP



Main Campus-Livonia (MCL)	734-462-4400
Radcliff Center (RCGC)	734-462-4770
Public Safety Training Complex (PSTC) 734-462-4306
Manufacturing & Engineering	
Center (MEC)	734-462-7020

For more information visit schoolcraft.edu or call 734-462-4426

Campus Maps









		
Main Campus-Livonia—M	CL	Hink
18600 Haggerty Road, Livoni	ia, 48152-2696	. 0
Biomedical Technology Cent		Inter Offic
Classrooms		Regis
Health Professional Simulation Lab		Stud
Science Programs		Stude
Technology Programs		Stud
Bookstore—S	3	8 S
Bookstore Parking—S	5	Testii
Bradner Library—L	9	Veter
Classrooms	Learning Center	Physi
Media		Class
Forum Building—F	6	Gym
Art Programs	Classrooms	Recei
Forum Recital Hall	Music Programs	Servi
Science Programs		Facili
Grote Center—GC		St. Jo
Academic Systems & Programming &		Move
Center for Academic and Faculty Ex	cellence (CAFE)	Spor
Curriculum & Assessment		Spor
Research & Analysis	_	St. Jo
Health Sciences Center—HS.	4	Athle
Classrooms Home Health Aide Program		VisTa
Sterile Processing Technician Progra	am	Ame
Surgical Technician Program		Culin
Radiology Technician Program		Kehr
Jeffress Center—JC	12	Wat
Business Development Center		Henr
Classrooms		Recre
Finance & Business Services		Stud
Foundation		Man
Human Resources Marketing & Communications (MARC	-OM)	1300
Office of the President	_O(vi)	Biom
Personal and Professional Learning		CAD
Schoolcraft College Police De	nartment 734-462-4424	Elect
Lost & Found	pur unent 7 54-402-4424	Engi
Liberal Arts Building—LA	0	Man
•	Liberal Arts Programs	Mech
Liberal Arts Theatre	Liberal Arts i Tografiis	Publ
Livonia Medical Center—LM	r 15	Acad
IHA Primary Physicians		3177
St. Joe's Outpatient Surgical Center		
McDowell Student Center—M		Class Polic
Academic Advising		Firea
Admissions and Welcome Center		
Career Services/Student Employme	ent	3162
Cashier		Class Fire 1
Classrooms		Hom
Computer lab		nom
Distance Learning English as a Second Language (ESL)) lab	Rado
Financial Aid/Student Financial Ser		1751
		Allied
		Emei

Building Directory

Hinkle Student Resource C Community Resources International Center Office of Instruction Registration Center Student Accounts Student Records/Registrar Student Support Services/ & Mental Health Suppor SC aware/Title IX Coord Testing Center Veterans Resource Center	Disability Support/Counseling rt/Student Relations/		
Physical Education Bu	ilding—PE7		
Classrooms	Fitness Center		
Gymnasium	Pool		
	3		
Service Building—S Facilities Management	3		
5			
St. JOE'S Mercy Elite Sp Movement Sciences Classr Sports Game Area Sports Performance Space			
St. Joe's Sports Dome- Athletic Fields	—SD13		
VisTaTech Center—VT			
American Harvest Restaura			
Waterman Wing—W			
Henry's Food Court	Meeting Rooms		
Recreational Areas	Student Activities		
Student Clubs	Study Area		
	gineering Center—MEC		
13001 Merriman Road	, Livonia, MI, 48150-1826		
Biomedical Engineering Tech CAD	hnology Metallurgy Occupational Safety and Health		
Electronics	Plastic Technology		
Engineering	Quality Management		
Manufacturing Mechatronics	Robotics		
Mechatronics	Welding		
Public Safety Trainin	ng Complex—PSTC		
	nterATC		
31777 Industrial Road	, Livonia, 48150-1821		
Classrooms Police Academy	Fire Academy		
	ter FTC		
31623 Industrial Drive, Livonia, 48150-1821			
Classrooms	Criminal Justice		
Fire Technology Homeland Security	Firearms Training		
Homeland Security			

dcliff Center—RCGC

751 Radcliff Street, Garden City, 48135-1128		
Classrooms		
earning Studio		
chnology Lab		

STAY CONNECTED!

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Schoolcraft College	Figure Schoolcraft College	Download the Schoolcraft App Get IT ON Google Play



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