

## Academic Support Services

### Center for Educational Services (CES)

(Room: S205) / (Phone: 285-2217)

Students enrolled in courses at the college may receive free tutoring. Individual and group tutoring is provided for many entry-level courses at the college. Sign up early, space is limited.

### Library

(Room: L200) / (Phone: 285-2057)

The library has a variety of services available to students including online academic databases, information literacy instruction and space available for group and project work.

### Student Accessibility Services

(Room: S202) / (Phone: 285-2231)

Students with a documented disability are encouraged to contact the Student Accessibility Services Office as soon as possible to request any necessary accommodations.

### The Writing Center

(Room: S212) / (Phone: 285-2245)

The Writing Center provides students support across the curriculum. Students are able to work with individuals who will help them improve their writing or work on specific writing assignments.

## Other Support Services

### For Technical Support

(Room: N323) / (Phone: 285-2040)

24 hour Hotline: (860-723-0221)

Gateway Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, political belief, veteran status, sexual orientation, genetic information or criminal record in its programs and activities.

## Tips For Success

- Review the syllabus for each course, create outlines and track due dates for papers, projects, and tests.
- Access educational support early in the semester such as tutoring, the writing center, and library.
- Meet with an academic advisor at the mid-point of the current semester to plan for the next semester.
- Get involved with student clubs, organizations and government.
- Meet with your professors at least once during their posted office hours.
- Join up with classmates to form study groups.
- Sit in the front of the class and participate.



**Liz Vega**

*Associate Director of Admissions*

**evega@gatewayct.edu**

**Room N207**



# Senior Citizens Registration



**20 Church Street  
New Haven, CT 06510  
GatewayCT.edu**

# Senior Citizens Registration



## Senior Citizens

On a space available basis, individuals 62 years of age and older are eligible for a waiver of tuition, and general and application fees. Proof of age is required. Senior Citizens seeking a waiver must register during the special registration session held at the end of the regular registration period. Senior Citizens are required to pay all Lab and Studio fees at the time of registration. Waivers are not granted for classes offered through Workforce Development and Continuing Education, or for special fees.

## myCommNet & NetID

At Gateway we utilize a state-of-the-art software portal called myCommNet that allows you to access your grades, schedule, online coursework and library databases, all with the same user name and password: your NetID. You can access the software portal at <http://my.commnnet.edu>.

## Your NetID

Your user name and password is referred to as your NetID. **As a student**, your NetID is composed of the following two items:

1. Username: **Banner ID** (without the "@")
2. Domain: **@student.commnnet.edu**

For Example: A student with a BannerID of @87654321 will have the following NetID:

**87654321@student.commnnet.edu**

### Setting up your password on the first use

The initial password for all new NetIDs will be based on a combination of personal information of your **birth date and social security number**. Specifically, the following three items will makeup the initial password:

1. **1st three characters of birth month** (with first letter capitalized)
2. The Ampersand character - **&**
3. **Last 4 digits of your Social Security Number** (if do not have Social Security Number then go to IT N323)

For example, a user with a birth date of 10/24/79 and social security number of 123-45-6789 will have the initial password of: **Oct&6789**

*You will be forced to change your password the first time you logon. This password will be good for 90 days, at which time the system will ask you to change your password again.*

Please note- if you have a problem with your NetID and password, assistance cannot be given via email. You must call in and verify your account, or come to campus in person. We will gladly help you so that you have the best experience possible on our systems.

## Academic Integrity

### Gateway Community College faculty and staff adhere to the highest standards of academic honesty.

Academic dishonesty is prohibited in accordance with the Board of Regents' Proscribed Conduct Policy in Section 5.2.1 of the Board of Regents' Policy Manual. This policy prohibits cheating on examinations, unauthorized collaboration on assignments, unauthorized access to examinations or course materials, plagiarism, zero tolerance for threatening, intimidating, and violent behavior, and other proscribed activities.

Plagiarism is defined as the use of another's idea(s) or phrase(s) and representing that/those idea(s) as your own, either intentionally or unintentionally. (Excerpted from the Board of Regents' Policy 5.2.1, amended 2/22/10).

In addition, unauthorized use of any electronic device to convey information during examinations and all other forms of assessment is considered academic dishonesty.

## A Change in Plans: Dropping and Withdrawing from a Class

Dropping a course will not effect your academic standing if you do so within the first 14 days of the semester.

To drop a course, fill out and return the Add/Drop Form to the Registrar's Office (N214) within the first fourteen calendar days of the fifteen-week semester.

Students may officially withdraw from a credit course using the Withdrawal form, which must be returned to the Registrar's Office .

Students who withdraw after 14 days will receive a grade of "W". A student with a grade of "W" will be ineligible for academic honors for that semester.