

# 2016 Spring Quarter

## BBCC Phone Numbers and Hours

### Phone Numbers

General Information.....	793.BBCC (2222)
Academic Administration.....	793.2054
Basic Skills Education .....	793.2305
Bookstore .....	793.2036
Counseling.....	793.2035
Financial Aid.....	793.2034
Library.....	793.2350
Registration .....	793.2061
Testing Center.....	793.2064
TDD.....	762.6335

### Bookstore Hours

Monday through Thursday .....	7:30 a.m. to 5:00 p.m.
Friday .....	7:30 a.m. to 2:30 p.m.
Open until 7:00 p.m. Monday through Wednesday during first week of classes.	

### Admissions/Registration & Financial Aid/Counseling Hours

Monday through Thursday .....	7:30 a.m. to 5:00 p.m.
Friday .....	7:30 a.m. to 2:30 p.m.

### Library Hours

Fall, Winter & Spring Quarters

Monday through Thursday .....	7:30 a.m. to 9:00 p.m.
Friday .....	8:00 a.m. to 4:00 p.m.
Saturday .....	Noon to 6:00 p.m.

The library is closed Sundays & during college observed holidays.

\* Hours may vary during Summer Quarter and Intersession. Please check the library's web page or contact the library to confirm specific hours and dates.

## Student Tuition Easy Payment Plan

BBCC is helping make college tuition easier to pay. The Student Tuition Easy Payment Plan (STEPP) allows students to pay tuition on a schedule that makes budgeting the costs a snap.

Once enrolled in classes, students may pay tuition and fees in three easy installments over the academic quarter rather than one large payment at the start of the quarter. Students must pay a \$15 charge per academic quarter to participate in STEPP. Once an account is established, students may budget their tuition payment the same as rent, car and insurance payments.

Using this installment plan, students may use cash, a personal check, or debit/credit card to pay.

Additional information is available from the Business Office. The Business Office is open from 7:30 a.m. to 5:00 p.m. Monday through Thursday and from 7:30 a.m. to 2:30 p.m. Fridays, or call 509.793.2018.

## Placement Testing

Placement tests are given by appointment only. Call the Testing Center at 509.793.2064 or stop by in person (Bldg. 1000) to schedule. Photo ID, receipt of payment, and your BBCC ID number are required at the time of testing.

There is a \$10.00 fee for each test. Placement testing fees should be paid prior to testing at the BBCC Business Office in the 1400 building (open at 7:30 a.m.). Keep the receipt as you will need to present it when you take the test(s). If you have not pre-paid for the test, plan to arrive early so you can be at the testing center on time.

Math results are available at the completion of the test. English results are available Tuesday of the following week.

We release placement results only to the person taking the exam or with written authorization from that person. We cannot release exam scores over the telephone. Additional testing information is available on the BBCC website: [www.bigbend.edu](http://www.bigbend.edu). Select Admissions, then Testing Services.

## New Student Advising/Registration & Orientation

The spring quarter new student advising/registration session is scheduled for March 4. You must be officially admitted to BBCC to participate in an advising/registration session. Once you have applied for admission and paid the \$30.00 application fee you will receive an invitation to attend a session. You should make your reservation as soon as possible to assure a place. Attending an advising/registration session gives you an opportunity to meet with BBCC advisors, learn about programs offered, and register for classes.

In addition to applying for admission, you should take the math and English tests prior to your advising/registration session. If you have submitted alternate placement scores then you do not need to take the BBCC math and English tests. Assessment results are needed for advising purposes. Placement testing information is in the section above.

If you are a transfer student with 30 or more credits you do not need to attend an advising/registration session and may register beginning Friday, Feb. 26 at 7:30 a.m. or anytime after. You must see a BBCC advisor prior to registering for classes.

Viking Orientation will be held March 21. Specific information about times and activities planned will be sent to all new students.