

# COLLEGE**Now!**

## I'm Registered... Now What?

Log in to your *My Hawkeye* account (see *My Hawkeye* handout for instructions)

- This account is created as soon as you are registered for your first Hawkeye course. Continue to check this account frequently as it has important information regarding your grades, course schedule and your student email.
- If taking an online course, you must log in to **Canvas** within three days of the class start date. If you are experiencing technical difficulties with accessing an online course, please click on the *Help* link in the top right corner when you are logged in or call 844-392-2803.

For questions regarding account access or assistance resetting your password, please contact a CollegeNow! representative through the Admissions office at 319-296-4000.

### Confirm course information

- Verify course start/end dates as well as course times/location. This information can be found in *My Hawkeye* under *WebAdvisor for Students > Academic Profile > My Class Schedule*.
- Be sure you have the required textbooks and supplies needed for the course(s). Check with your high school counselor for specifics on obtaining course materials.

### Become familiar with Hawkeye policies and deadlines

- If you would like to drop a course, you must follow drop policies for both HCC and your high school. Students wishing to drop a course must consult with their school counselor and contact a CollegeNow! representative.

#### Drop deadlines for courses running on the HCC 16-week semester term calendar\*

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|---|---|
| On or before the 14 <sup>th</sup> calendar day of the semester (count from the semester start date)   | Students will be dropped with an "X" status. The course(s) will not be reflected on the college transcript.   |
| After the 14 <sup>th</sup> calendar day of the semester (count from the semester start date)          | Students will be dropped with a "W" (withdrawal) grade for the course(s). This grade will be reflected on the college transcript, but will not be factored into the college GPA. "W" grades may affect financial aid in the future. |
| On or after the 8 <sup>th</sup> calendar day from the end of the course (count the semester end date) | Students will be given the grade issued to them by the instructor. "F" grades may affect financial aid in the future.   |

\*Courses running on an alternate term schedule (e.g. trimester, high school calendar, late-start, summer, minimester, etc.) will have different drop deadlines. Consult your counselor and CollegeNow! representative for specific drop deadlines.

- As a Hawkeye student, you must follow the policies of the Student Handbook. The handbook is located online at [www.hawkeyecollege.edu/students/handbook](http://www.hawkeyecollege.edu/students/handbook).
- Hawkeye Community College will utilize the *Senior Year Plus Guide* to provide many of the policies and regulations of college-level courses for high school students. A copy of the guide can be found on the Iowa Department of Education website at [www.educateiowa.gov](http://www.educateiowa.gov).

## Registration Deadlines

- May 30 is the last day to register for a Fall course.
- November 30 is the last day to register for a Spring course.

## FERPA (Family Educational Rights and Privacy Act)

- Hawkeye is limited to how much information can be shared with anyone other than you or your high school. For example, we cannot discuss grades, specific courses, and class or instructor issues.
- If you would like us to be able to discuss specifics with your parent or guardian, you can fill out a Release of Student Information form. This form is located in *My Hawkeye* under *Departments > Student Records and Registration > Shared Documents/Forms*.

## Accommodations

- Hawkeye is committed to helping all students be successful. We will make every effort to assure that qualified students with disabilities have equal access to education and services.
- For details and more information about accommodations, please go to: [www.hawkeyecollege.edu/students/services/disability-services](http://www.hawkeyecollege.edu/students/services/disability-services).

For any questions or to apply for accommodations, please contact the Special Needs Coordinator at 319-296-4014 or your CollegeNow! representative at 319-296-4000.

## Transcripts

- You are receiving high school and college credit for the course(s) you are taking. These college credits are reflected on your Hawkeye Community College transcript.
- For details and more information regarding transcripts: [www.hawkeyecollege.edu/academics/records-registration/records/transcript-request](http://www.hawkeyecollege.edu/academics/records-registration/records/transcript-request).
- If you are attending another institution after high school, you will need to send your Hawkeye transcript to the institution once your courses are completed.
- There is an unofficial copy of your transcript in My Hawkeye. This information can be found under *WebAdvisor for Students > Academic Profile > Transcript*.
- For questions or to request your transcript be sent to another institution, please contact Records & Registration at 319-296-4045.

## Know who to contact

- If you have questions specific to your course, contact the course instructor through your *My Hawkeye* email.
- If you have any other questions about taking college courses, call your CollegeNow! representative at 319-296-4000 or email [collegenow@hawkeyecollege.edu](mailto:collegenow@hawkeyecollege.edu).

**COLLEGENow!**

High School Relations

319-296-4000

[collegenow@hawkeyecollege.edu](mailto:collegenow@hawkeyecollege.edu)

