



# Student Resource Guide

**Important:**

Resource	Information	How to Contact (if applicable)
<a href="#">Student Conduct Code</a>	Understand your rights as a student at BC.	
<a href="#">Title IX</a>  Located:  C Building – C227	Title IX addresses concerns and provides protection from discrimination and includes such things as: <ul style="list-style-type: none"><li>• Sexual harassment</li><li>• Dating violence</li><li>• Domestic violence</li><li>• Stalking</li><li>• Gender-identity</li><li>• Pregnancy.</li></ul>	<a href="#">Report a Concern</a>  Or find individual contact information for the Compliance & Title IX Officer and Title IX Coordinator at the bottom of the <a href="#">Title IX</a> page.

**General:**

Resource	Information	How to Contact (if applicable)
<a href="#">Academic Advising</a>  Located:  U Building – U101 (First floor)	Work on your education plan with the help of an academic advisor.  Also provides <a href="#">university transfer assistance</a> .	Find out who your advisor is based on your <a href="#">BC Pathway</a> .  <a href="#">Schedule an appointment</a> with your Pathway's advisor*.  <b>Note:</b> Drop-in advising (both in person and by phone via the <a href="#">Qless system</a> ) is available but intended for general questions. If you have more specific needs, it is strongly advised that you schedule an appointment with your advisor.  *If you do not yet know your pathway or are a new student, you will schedule a "New Student Advising" appointment.

<a href="#">Academic Success Center</a> (ASC)  Located:  D Building – D204	Free services for students, including: <ul style="list-style-type: none"> <li>• <a href="#">Tutoring</a></li> <li>• <a href="#">Math Labs</a></li> <li>• <a href="#">Reading Labs</a></li> <li>• <a href="#">Writing Labs</a></li> <li>• <a href="#">Workshops</a></li> <li>• <a href="#">e-Tutoring Consortium</a></li> </ul> You can also find the <a href="#">application to become a tutor</a> if you are interested in applying!	<a href="#">Drop in or schedule an appointment</a> for both on-campus or online tutoring from BC tutors or access the e-Tutoring Consortium for tutors outside BC.
<a href="#">Athletics</a>	Find information about the various sports and teams at BC along with schedules for games.	Phone: 425-564-2396  Email: <a href="mailto:athletics@bellevuecollege.edu">athletics@bellevuecollege.edu</a>
<a href="#">Benefits Hub</a>  Located:  U Building – U217	Provides an array of resources including: <ul style="list-style-type: none"> <li>• Housing Support</li> <li>• Food Pantry</li> <li>• Financial Coaching</li> <li>• Emergency Aid</li> <li>• <a href="#">Free Tax Help</a></li> <li>• <a href="#">Community Resources</a> (these include individual resources for the above categories)</li> </ul>	<a href="#">Schedule an appointment</a> with a Benefit Hub Coach.  If you have questions, you can call: 425-564-2385 or send an email to: <a href="mailto:benefitshub@bellevuecollege.edu">benefitshub@bellevuecollege.edu</a> .
<a href="#">Bookstore</a>  Located:  B Building – B127	Search for and order class textbooks, school supplies, and other essentials.	Reach out via <a href="#">contact form</a> or call 425-564-2285.
<a href="#">Campus Emergency Alerts</a>	Sign up for text alerts via Rave for updates on class cancellations, campus closings, and other emergencies.	

<p><a href="#"><u>Center for Career Connections</u></a></p> <p>Located:</p> <p>U Building – U304 (Third Floor)</p>	<p>Find resources and assistance with:</p> <ul style="list-style-type: none"> <li>• Student Job and Internship Listings</li> <li>• Career Pathway Planning</li> <li>• Resume, Cover Letter, and Interview Skills</li> <li>• Personal Statements and Essays</li> <li>• Workshops and more!</li> </ul> <p>*Open to everyone—you do not need to be registered for classes to utilize this service.</p>	<p>Call 425-564-2279 or check out their <a href="#"><u>Contact Us page</u></a>.</p>
<p><a href="#"><u>Center for High School Programs</u></a></p> <p>Located:</p> <p>U Building – U206</p>	<p>Offers programs and educational alternatives to individuals aged 16 and up, whether or not they are currently enrolled in high school. Programs include:</p> <ul style="list-style-type: none"> <li>• <a href="#"><u>College in the High School</u></a></li> <li>• <a href="#"><u>Career Education Options</u></a></li> <li>• <a href="#"><u>Running Start</u></a></li> <li>• <a href="#"><u>Pacific Northwest College Credit</u></a></li> </ul>	<p>Submit an <a href="#"><u>online help request ticket</u></a> (for Running Start &amp; Career Education Options).</p> <p>Email: <a href="mailto:chsprograms@bellevuecollege.edu"><u>chsprograms@bellevuecollege.edu</u></a></p> <p>OR</p> <p>Check their <a href="#"><u>Contact Us</u></a> page for program specific email addresses.</p>
<p><a href="#"><u>Computer Labs</u></a></p> <p>Located:</p> <p>N Building – N250</p> <p>D Building – D101</p> <p>D Building – D126 (Library Media Center)</p>	<p>Utilize both PCs and Macs with your BC login credentials. Printing is available.</p> <p><b>Note:</b> Hours might differ for each location. Please take note of last update date on document and which quarter you are looking at for N and D buildings, as well as regular Library hours.</p>	

<p><a href="#"><u>Counseling Center</u></a></p> <p>Located:</p> <p>U Building – U201 (Second Floor in southwest hallway/stairwell behind International Education.)</p>	<p>Free counseling for BC students for academic, work, and/or personal troubles.</p> <p><a href="#"><u>Human Development Courses</u></a> are also available for enrollment as credit classes.</p>	<p><a href="#"><u>Schedule an appointment</u></a> for in-person or online counseling or call 425-564-5747 to schedule.</p> <p><b>Note:</b> Drop-in/Crisis counseling is also available on-campus only for those who identify as being in imminent harm to themselves or others or are in high emotional distress.</p>
<p><a href="#"><u>Disabled Students Navigating STEM</u></a></p>	<p>Cohort program for disabled students to help them prepare and apply for opportunities in STEM field.</p>	<p>Email: <a href="mailto:dsns@bellevuecollege.edu"><u>dsns@bellevuecollege.edu</u></a></p> <p>Text: 833-227-4551</p> <p>Phone: 425-564-2764</p> <p><a href="#"><u>Microsoft Teams Chat</u></a></p>
<p><a href="#"><u>Disability Resource Center</u></a> (DRC)</p> <p>Location:</p> <p>U Building – U001</p>	<p>Assists students who are disabled or have health conditions with classroom accommodations.</p>	<p>Start by visiting the <a href="#"><u>Getting Started with the DRC page</u></a> to fill out the Access Form and schedule an appointment to discuss accommodations.</p> <p>If you have trouble, or need to reach out with questions, you can contact the DRC via:</p> <p>Phone: 425-564-2498</p> <p>Email: <a href="mailto:drc@bellevuecollege.edu"><u>drc@bellevuecollege.edu</u></a></p> <p>TTY/Teletype: 425-564-6189</p>
<p><a href="#"><u>Early Learning Center</u></a></p> <p>Location:</p> <p>2433 145<sup>th</sup> Place SE</p>	<p>Childcare for children ages three months to six years. Resources and classes for parents are also available.</p>	<p>Phone: 425-564-2240</p> <p>Email: <a href="mailto:Elisabeth.Bothwell@bellevuecollege.edu"><u>Elisabeth.Bothwell@bellevuecollege.edu</u></a></p>



	Please visit website (linked to left) in order to find information about enrollment.	
<a href="#">eLearning</a>	<p>Offers online courses/workshops and written guides for students to introduce different technologies utilized by Bellevue College, such as:</p> <ul style="list-style-type: none"> <li>• Canvas</li> <li>• Honorlock</li> <li>• Respondus</li> <li>• TurnItIn</li> <li>• Zoom</li> </ul>	<p>Email: <a href="mailto:studentcanvastraining@bellevuecollege.edu">studentcanvastraining@bellevuecollege.edu</a></p>
<p><a href="#">Enrollment Services</a></p> <p>Location:</p> <p>U Building – First Floor</p>	<p>Assistance and information about Bellevue College, from enrollment to graduation. Some important/useful topics/resources are:</p> <ul style="list-style-type: none"> <li>• <a href="#">How to Enroll in a Class</a> (including how to check your enrollment time)</li> <li>• <a href="#">Late Enrollment</a></li> <li>• <a href="#">Class Withdrawal</a></li> <li>• <a href="#">Repeating a Course</a></li> <li>• <a href="#">Waitlist</a></li> <li>• <a href="#">Auditing a Class</a></li> <li>• <a href="#">Withdrawal Appeal Process</a></li> <li>• And more!</li> </ul>	<p>Submit an <a href="#">online help request ticket</a>.</p> <p>Call 425-564-2227 OR 425-270-8022.</p> <p>If issue is urgent, please visit U Building, if you are able.</p>
<p><a href="#">Evaluations and Graduation</a></p> <p>Location:</p> <p>U Building – First Floor Lobby</p>	<p>Information about applying for graduation, deadlines for applications, and upcoming commencement ceremonies.</p>	<p>Submit an <a href="#">online help request ticket</a>.</p> <p>Receive a callback or join virtual queue (if on campus) through the <a href="#">Qless system</a>.</p>
<a href="#">Financial Aid</a>	Find out more about financial aid and apply for aid.	Submit an <a href="#">online help request ticket</a> .

<p>Location:</p> <p>U Building – First Floor Lobby</p>	<p>If you have already applied for aid, you can check the <a href="#">Student Central Processing Dashboard</a> to find updates.</p> <p><b>Note:</b> Check the <a href="#">Academic Calendar</a> for important dates regarding application deadlines.</p>	<p>Call 425-564-2227 OR 425-270-8022.</p>
<p><a href="#">Food Services</a></p> <p>Location:</p> <p>Please see linked page above to check which locations are currently open.</p>	<p>Information regarding the cafeteria and other café's on campus.</p>	<p>Email: <a href="mailto:foodservice@bellevuecollege.edu">foodservice@bellevuecollege.edu</a></p>
<p><a href="#">International Education</a></p> <p>Location:</p> <p>U Building – U202</p>	<p>Provides support and resources to international students who are planning to enroll in credit classes, non-credit ESL classes, or other assorted programs.</p> <p>Please see site page (linked to the left) for more information.</p>	<p>Phone: 425-564-3185</p> <p>Email: <a href="mailto:ie@bellevuecollege.edu">ie@bellevuecollege.edu</a></p>
<p><a href="#">Library Media Center (LMC)</a></p> <p>Location:</p> <p>D Building – D126</p>	<p>Excellent resource for:</p> <ul style="list-style-type: none"> <li>• Media Materials (both physical and digital)</li> <li>• Advice on topics regarding research and citation</li> <li>• <a href="#">Digital databases</a></li> <li>• <a href="#">Loaner items such as calculators, laptops, etc.</a></li> <li>• Individual study spaces are also available and <a href="#">require a reservation.</a></li> </ul>	<p>Phone: 425-564-6161</p> <p>Email: <a href="mailto:reference@bellevuecollege.edu">reference@bellevuecollege.edu</a></p> <p><a href="#">Schedule an appointment</a> to meet with a librarian online.</p> <p><a href="#">Join the librarian chat</a>, where you can access a librarian through a 24/7 cooperative chat service.</p>

<p><a href="#">Multicultural Services (MCS)</a></p> <p>Location:</p> <p>C Building – C206</p>	<p>Provides support, mentorship, and a variety of resources for BC's culturally-diverse student population.</p> <p>Topics of support include:</p> <ul style="list-style-type: none"> <li>• General Questions/Academic Guidance</li> <li>• Financial Aid Counseling</li> <li>• Transfer Assistance</li> <li>• Program Information</li> </ul> <p>Programs include:</p> <ul style="list-style-type: none"> <li>• <a href="#">Umoja</a> (for Black and African American students)</li> <li>• <a href="#">Puente</a> (for Latinx students)</li> <li>• <a href="#">Undocumented Students</a> (for Undocumented and DACA students)</li> </ul>	<p><a href="#">Schedule an appointment.</a></p> <p>Phone: 425-564-2208</p> <p>Email: <a href="mailto:mcs@bellevuecollege.edu">mcs@bellevuecollege.edu</a></p>
<p><a href="#">Neurodiversity Navigators</a></p> <p>Location:</p> <p>B Building – B131 (Under the Planetarium)</p>	<p>Provides assistance, guidance, community resources, and cohort opportunities to all neurodiverse students.</p>	<p>Phone: 425-564-2764</p> <p>Text: 425-475-1244</p> <p><a href="#">Microsoft Teams chat</a></p> <p>Email: <a href="mailto:asn@bellevuecollege.edu">asn@bellevuecollege.edu</a></p>
<p><a href="#">Placement and Testing Services</a></p> <p>Location:</p> <p>U Building – U114 (First Floor Lobby)</p>	<p>Information and forms for English and Math placement and clearing/verifying pre-requisites.</p> <p>If you have already submitted your information, you can check the processing status</p>	<p>Submit an <a href="#">online help request ticket</a>.</p> <p>Receive a callback through the <a href="#">Qless system</a>.</p>



	via the <a href="#">Student Central Processing Dashboard</a> .  <b>Note:</b> On-campus testing is by appointment only.	
<a href="#">Public Safety</a>  Location:  B Building – B132	Information about general campus public safety programs and resources, including: <ul style="list-style-type: none"> <li>• <a href="#">Campus Map</a></li> <li>• <a href="#">Parking Permit Portal</a></li> <li>• <a href="#">Jumpstarts and Lockouts</a></li> <li>• <a href="#">Lost and Found</a></li> <li>• <a href="#">Safety Escorts</a></li> <li>• <a href="#">Filing Reports</a></li> <li>• And more!</li> </ul>	Phone: 425-564-2400  24/7 Officer: 425-466-9365  Email: <a href="mailto:publicsafety@bellevuecollege.edu">publicsafety@bellevuecollege.edu</a>
<a href="#">RISE MakerSpace</a>  Location:  B Building – B237	Provides support and on-campus access to a variety of technologies that encourage student's creativity including 3D printing, electronics, sewing, etc.	Email: <a href="mailto:makerspace@bellevuecollege.edu">makerspace@bellevuecollege.edu</a>  <a href="#">Discord Access Form</a>
<a href="#">Scholarships</a>  Location:  A Building – A101 (Bellevue College Foundation)	Information regarding scholarship programs, including link to current BC Foundation Scholarship application.	Phone: 425-564-2664
<a href="#">Social Media Directory</a>	Links to Bellevue College's assorted social media accounts.	
<a href="#">STEM to Stern</a>	2-year cohort program for STEM students that provides access to community and resources to help students achieve in the field of STEM.	<a href="#">Schedule an appointment</a> (either online or on-campus).  Submit information on <a href="#">Contact Us page</a> .
<a href="#">Student Business Center</a> (SBC)	Provides assorted services, including:	Phone: 425-564-2297

<p>Location:</p> <p>C Building – C212</p>	<ul style="list-style-type: none"> <li>• Student ID cards</li> <li>• Printing Services</li> <li>• Bellevue College’s version of Craigslist (for selling books, finding roommates, or even off-campus jobs!)</li> <li>• And more!</li> </ul>	<p>Email:</p> <p><a href="mailto:sbc@bellevuecollege.edu">sbc@bellevuecollege.edu</a></p>
<p><u><a href="#">Student Central</a></u></p> <p>Location:</p> <p>U Building – First Floor</p>	<p>Centralized page for variety of student services, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Welcome Center</a></li> <li>• <a href="#">Enrollment Services</a></li> <li>• <a href="#">Financial Aid</a></li> <li>• <a href="#">Evaluation and Graduation</a></li> <li>• <a href="#">Placement and Testing Services</a></li> <li>• <a href="#">Workforce Education</a></li> </ul> <p>The <a href="#">Academic Calendar</a> and <a href="#">Student Central Processing Dashboard</a> are also housed here.</p>	<p>Submit an <a href="#">online help request ticket</a>.</p> <p>Phone: 425-564-2227</p> <p><b>Note:</b> You can find more detailed contact information for each service listed elsewhere on this list.</p>
<p><u><a href="#">Student Engagement</a></u></p> <p>Location:</p> <p>C Building – C212</p>	<p>Resource for getting involved with campus life through student organizations, involvement opportunities, and various activities and events.</p>	<p>Phone: 425-564-6150</p> <p>Send an email through the link listed under “Contact Student Engagement” on the right hand side of their page.</p>
<p><u><a href="#">Student Financial Services</a></u></p> <p>Location:</p> <p>U Building – First Floor (Lobby)</p>	<p>Provides information about a variety of topics, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Tuition and Fee Due Dates</a></li> <li>• <a href="#">Payment of Tuition and Fees</a></li> <li>• <a href="#">Tuition and Fee Waivers</a></li> <li>• <a href="#">Tuition and Fee Refunds</a></li> <li>• <a href="#">Financial Assistance</a></li> <li>• <a href="#">Financial Aid</a></li> </ul>	<p>Submit an <a href="#">online help request ticket</a>.</p> <p>Receive a callback through the <a href="#">Qless system</a>.</p>

	<p><b>Note:</b> Student Financial Services is NOT the same as financial aid—if you are looking for financial aid help and options, please check out the Financial Aid office.</p>	
<p><a href="#">Student Housing</a></p> <p>Location: H Building</p>	<p>Provides information about student housing, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Applying for Housing</a></li> <li>• <a href="#">Paying for Housing</a></li> <li>• <a href="#">Working for Housing</a></li> <li>• <a href="#">Important Housing Dates</a></li> <li>• And more!</li> </ul>	<p><a href="#">Schedule an appointment</a> (either in-person or online) to meet with housing staff.</p> <p>Phone: 425-564-1700</p> <p>Email: <a href="mailto:housing@bellevuecollege.edu">housing@bellevuecollege.edu</a></p>
<p><a href="#">Student Success Coaching</a></p>	<p>One-on-one coaching with a peer educator on topics including:</p> <ul style="list-style-type: none"> <li>• Time Management</li> <li>• Motivation/Goal Setting</li> <li>• Wellness/Managing Being Overwhelmed</li> <li>• Study Strategies</li> <li>• Navigating Bellevue College</li> </ul>	<p><a href="#">Schedule an appointment</a> with a Student Success Coach.</p>
<p><a href="#">Technology Service Desk</a></p> <p>Location: B Building – B233</p>	<p>Provides support for tech issues, including:</p> <ul style="list-style-type: none"> <li>• MFA troubleshooting</li> <li>• Printing</li> <li>• Lab/Classroom Technology</li> <li>• Technology Training</li> </ul>	<p><a href="#">Submit a ticket.</a></p> <p>Phone: 425-564-4357.</p> <p>Email: <a href="mailto:servicedesk@bellevuecollege.edu">servicedesk@bellevuecollege.edu</a></p>
<p><a href="#">TRiO</a></p> <p>Location: U Building – U218</p>	<p>Provides support and variety of services including tutoring, transfer assistance, advising, etc. for qualifying first-generation, low-income, and/or disabled students.</p>	<p><a href="#">Schedule an appointment</a> for online or in-person advising or tutoring.</p>

<a href="#">Veterans Program</a>  Location:  U Building – U306	Provides support and resources to service members and their families through college, career and beyond.  This office assists active duty, reserve members, and veterans alike.	Phone: 425-564-2220  Email: <a href="mailto:veterans@bellevuecollege.edu">veterans@bellevuecollege.edu</a>
<a href="#">Welcome Center</a>  Location:  U Building – Lobby	Provides information and resources for new and future BC students, including: <ul style="list-style-type: none"> <li>• <a href="#">Information Sessions</a></li> <li>• <a href="#">Campus Tours</a></li> <li>• <a href="#">Admission Advising</a></li> </ul>	Submit an <a href="#">online help request ticket</a> .
<a href="#">Wellness Center</a>  Location:  G Building – G114 (Wellness Center)  G111 (Fitness Center)	Gym, events, and outdoor recreational activities in addition to: <ul style="list-style-type: none"> <li>• <a href="#">Fitness Center</a></li> <li>• <a href="#">Gear Rentals</a></li> <li>• <a href="#">Trip Planning</a></li> </ul> <b>Note:</b> Quarterly Open Access to fitness center is \$30.50 per quarter and requires <a href="#">signing up for access</a> .	Email: <a href="mailto:bcwellnesscenter@bellevuecollege.edu">bcwellnesscenter@bellevuecollege.edu</a>
<a href="#">Workforce Education</a>  Located:  U Building – U212	Provides assistance for eligible individuals to cultivate skills for entering/re-entering the workforce.  To find out if you are eligible, please refer to WE's <a href="#">application</a> .	Phone: 425-564-4054  Email: <a href="mailto:workforce-ed@bellevuecollege.edu">workforce-ed@bellevuecollege.edu</a>

#### Miscellaneous:

Resource	Information	How to Contact/Access (if applicable)
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<a href="#"><u>BC Email</u></a>	Where you'll find out information about campus-related events and important announcements and communications about your classes.	Click "Access BC Email" at the top of the page and enter your credentials.
<a href="#"><u>Canvas</u></a>	Where you'll access your classes, submit assignments, find announcements, and more!	Click "Explore Canvas" at the top of the page and enter your credentials.
<a href="#"><u>Microsoft Suite</u></a>	<p>Widely used/required programs for many classes. Also used for scheduling appointments via Teams.</p> <p>These programs are free for Bellevue College students to access.</p>	<p>Follow the instructions for how to <a href="#"><u>install Microsoft Office on personal computers</u></a>.</p> <p>If you have questions, please contact IT Service Desk at 425-564-4357.</p> <p><b>Note:</b> If you log into Microsoft online, you do not need to download any product.</p>