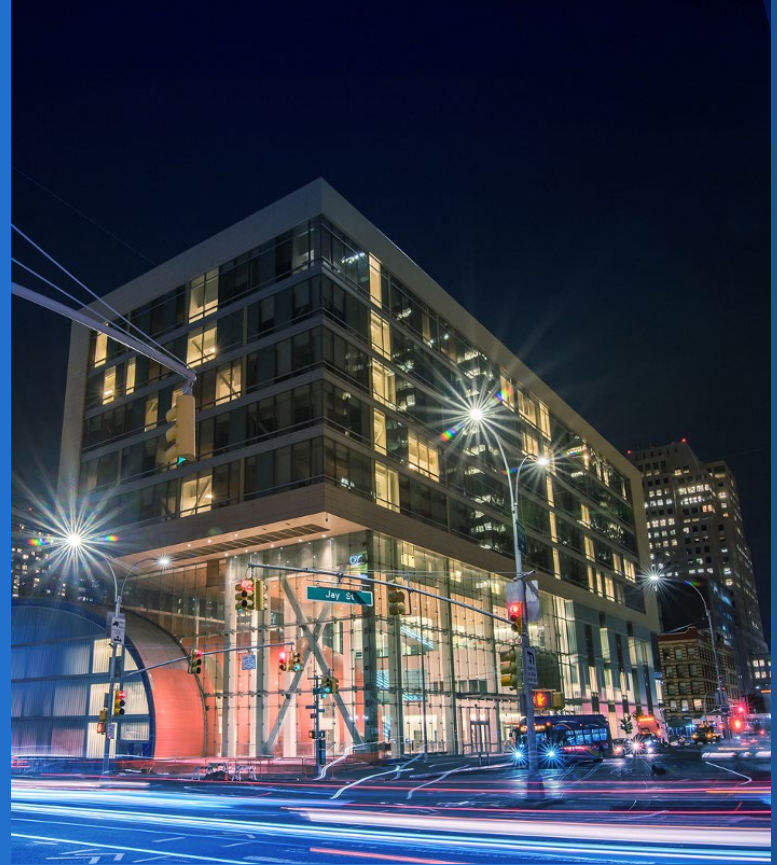




NEW YORK CITY COLLEGE OF TECHNOLOGY

**CITY TECH**

# Fall 2020 Family and Friends Welcome and Orientation



# Student Resources

1

# Virtual City Tech

- ▶ As a result of the COVID-19 pandemic the College was forced to close its campus doors and rapidly transition to distance education.
- ▶ For Fall 2020, the College will continue to hold mostly online courses. The campus buildings will remain closed with limited access as deemed necessary to hold some hands-on lab courses.
- ▶ All campus resources, administrative offices and faculty will be accessible to your student virtually. In the next few slides, you'll be able to view office web sites and email addresses as well as other online options for students to contact important services.
- ▶ We have implemented new tools and resources to help ensure your students have what they need to succeed this semester and stay connected to friends, administrators and faculty.
- ▶ We welcome parents and family to peruse our new student-centered site focused on making Virtual City Tech easy and accessible for your student.

<http://www.citytech.cuny.edu/virtual/learn-anywhere.aspx>

The screenshot shows the City Tech website's 'Learn Anywhere' page for students. The header includes the City Tech logo and navigation links: PROSPECTIVE STUDENTS / CURRENT STUDENTS / FACULTY & STAFF / ALUMNI & FRIENDS / DONATE. Below the header is a large image of a student with curly hair looking at a laptop, with the text 'LEARN ANYWHERE' overlaid. The main content area is titled 'STUDENTS' and contains several sections:

- Getting Started Virtually**: A grid of six boxes providing links to various resources:
  - What Do I need for My Course(s)**: Check the minimum technology requirements for your course(s).
  - Virtual Learning & Blackboard**: Check the available tools and resources we have implemented to help you in virtual learning.
  - Borrowing a Device to Get Online**: Need a device to go online, City Tech is loaning devices to currently enrolled student.
  - Accessing a Virtual Computer Lab**: Need access to licensed software that only installed in campus computing labs. Check the Virtual Computer Labs.
  - Virtual Academic Advisors**: Seeking an Academic Advisor to help you with decisions on classes. Connect with your Academic Advisor and bring your questions!
  - Virtual Offices**: Find staff who can assist you. Exploring many resources City Tech has to offer.
- Other Resources**: A grid of two boxes:
  - First Semester Advisement**: First Semester Advisement (FSA) is a comprehensive advisement office that welcomes and offers enrollment support to new entering students and incoming transfer students.
  - Accessibility Resources**: City Tech's Center for Student Accessibility has offer resources in accommodating students with disabilities in virtual learning.
- Academic Departments**: Want to contact your academic department? The following is a list of our academic departments.
- Academic Advising**: The website is designed to help you take charge of your college planning and to gain a better understanding what to expect each year of college attendance.

On the right side of the page, there is a 'Getting Help' sidebar with the following sections:

- STUDENT HELPDESK**: StudentHelpDesk@citytech.cuny.edu, 718-260-4900
- REGISTRAR OFFICE**: registrar@citytech.cuny.edu, 718-260-5655
- FINANCIAL AID**: financialaid@citytech.cuny.edu, 718-260-5700
- BURSAR'S OFFICE**: bursar@citytech.cuny.edu, 718-260-5510
- Ask a Librarian**: Our "Ask a Librarian" chat service continues to be available 24/7 via the library website.

# Student Resources at a Glance - Enrollment Services



| Office                                  | Phone        | Website  | Function   |
|---|--------------|--|--|
| <b>Admissions</b>                       | 718-260-5500 | <a href="http://www.citytech.cuny.edu/admissions">www.citytech.cuny.edu/admissions</a>       | Accepts new students.  |
| <b>Center for Student Accessibility</b> | 718-260-5143 | <a href="http://www.citytech.cuny.edu/accessibility">www.citytech.cuny.edu/accessibility</a> | Provides support to enrolled students who have documented permanent or temporary disabilities. |
| <b>Financial Aid</b>                    | 718-260-5700 | <a href="http://www.citytech.cuny.edu/financial-aid">www.citytech.cuny.edu/financial-aid</a> | Assists students with financial resources related to college.                                  |
| <b>First Semester Advisement</b>        | 718-260-5013 | <a href="http://www.citytech.cuny.edu/nsc">www.citytech.cuny.edu/nsc</a>                     | Advisement for new students.   |
| <b>Recruitment</b>                      | 718-260-5508 | <a href="http://www.citytech.cuny.edu/transfer">www.citytech.cuny.edu/transfer</a>           | Accepts and assists new transfer students.   |
| <b>Registrar</b>                        | 718-260-5656 | <a href="http://www.citytech.cuny.edu/registrar">www.citytech.cuny.edu/registrar</a>         | Records and maintains all academic records.  |
| <b>Testing</b>                          | 718-260-5171 | <a href="http://www.citytech.cuny.edu/testing">www.citytech.cuny.edu/testing</a>             | ATB Testing for TAP and ESL Testing.   |

# Student Resources at a Glance - Academic Support and Services



**Library** - Now offering virtual chat services

Website: <https://library.citytech.cuny.edu/>

Located on campus at Library Building, 4<sup>th</sup> floor

**Bookstore** - Online Ordering Available

Website: <https://www.bkstr.com/newyorkcitystore/home>

Located on campus at General Building, 1<sup>st</sup> floor

**Counseling** - Available via phone and email remotely

- Crisis Intervention & Academic Counseling
- Workshops and support groups provided for students

Email: [counseling@citytech.cuny.edu](mailto:counseling@citytech.cuny.edu)

Tel: 718-260-5030

Located on campus at N108 Namm Building, 1st floor

**Professional Development Center** - Available via email

Email: [pdc@citytech.cuny.edu](mailto:pdc@citytech.cuny.edu)

Website: <http://www.citytech.cuny.edu/pdc/>

Tel: 718-260-5050

Located on campus at L-114 (inside the Welcome Center)

**iTEC** - Provides support using academic software

Website: <http://websupport1.citytech.cuny.edu/>

Tel: 718-254-8565

Located on campus at G-601

**New Virtual City Tech**

Website: <http://www.citytech.cuny.edu/virtual/technology-services-student.aspx>



# Student Resources at a Glance - Academic Support and Services



**Student Wellness Center** - Promotes health awareness to assist students in making responsible choices for healthy living.  
Website: <http://www.citytech.cuny.edu/wellness-center/> Email: [wellnesscenter@citytech.cuny.edu](mailto:wellnesscenter@citytech.cuny.edu) Tel: 718-260-5910  
Located on campus in G-414

**Student Life & Development** - Home of clubs, leadership training and development, and cultural events.  
Website: <http://www.citytech.cuny.edu/student-life/> Email: [studentlife@citytech.cuny.edu](mailto:studentlife@citytech.cuny.edu) Tel: 718-260-5391  
Located on campus in G-516

**Veteran's Services** - Provides resources, information and support to veteran students on campus.  
Website: <http://www.citytech.cuny.edu/veterans/> Email: [veterans@citytech.cuny.edu](mailto:veterans@citytech.cuny.edu) Tel: 718-260-4980  
Located on campus in L-236

**CUNY EDGE** (Formerly COPE - Partnership with HRA) - Services for students in receipt of public assistance.  
Website: <http://www.citytech.cuny.edu/edge/> Email: [cunyedg@citytech.cun.edu](mailto:cunyedg@citytech.cun.edu) Tel: 718-260-5187  
Located on campus in G-503

**Recreation** - Zoom/Online Fitness Activities.  
Website: <http://www.citytech.cuny.edu/athletics/> Tel: 718-260-5102 Located on campus in LG-32

**Child Care Center** - Website: <http://www.citytech.cuny.edu/occ/> Email: [childcarectr@citytech.cuny.edu](mailto:childcarectr@citytech.cuny.edu) Tel: 718-260-5192  
Located on campus in G-309

**Paying for College**

**2**

# Financial Aid Makes Education Affordable at City Tech



**FWS Jobs**



**Internships**



**Tuition**



**Scholarships**



**Financial Aid**



**TAP/Pell**



# HOW DO YOU PAY FOR COLLEGE ?



## FEDERAL FINANCIAL AID

- ▶ Federal Pell Grant
- ▶ Federal Supplemental Educational Opportunity Grant (FSEOG)
- ▶ Federal Work Study Program (FWSP)



# HOW DO YOU PAY FOR COLLEGE ?



## NEW YORK CITY AND STATE AID

- Tuition Assistance Program (TAP)
- Aid for Part-Time Study (APTS)
- Part-time Tuition Assistance Program (PTAP)
- Search for Education and Elevation through Knowledge (SEEK)
- Excelsior Scholarship
- Dream Act

## BORROWING FOR COLLEGE

- Federal Parent Loan for Undergraduate Students (PLUS)
- Federal William D. Ford Federal Direct Loans
  - Subsidized
  - Unsubsidized



# Financial Aid Tips / Reminders



- ▶ You must apply every academic year (October 1<sup>st</sup> of every year)
- ▶ Apply early and follow up
- ▶ Eligibility is based on economic and academic eligibility
- ▶ You must be pursuing a degree
- ▶ Amount of aid is also based on whether you are a full-time or part-time student and whether you are enrolled in a 2 year or 4 year program

# Financial Aid Tips / Reminders



## Related Websites

[www.citytech.cuny.edu](http://www.citytech.cuny.edu)

[www.studentaid.gov](http://www.studentaid.gov)

[www.hesc.ny.gov](http://www.hesc.ny.gov)

<https://fsaid.ed.gov/>

**For further information, please call 718-260-5700**

# Financial Aid Help

**For further information, please visit our Virtual Window Service at**

<https://zoom.us/my/citytechfinancialaid7182605700>

**(Phone or Computer)**

Join Meeting ID: 7182605700

**Financial Aid Virtual Window Service Hours Are:**

Monday 12:00 PM - 2:00 PM

Tuesday 2:00 PM - 4:00 PM

Wednesday 2:00 PM - 4:00 PM

Thursday 10:00 AM -12:00 PM

**Or**

**You may contact us at (718) 260-5700**

# FERPA

Family Educational Rights and Privacy Act

3

# FERPA: Family Educational Rights & Privacy Act of 1974



## ▶ **What is FERPA?**

Family Educational Rights & Privacy Act of 1974 as amended also known as the Buckley Amendment

- ▶ A federal law that designed to protect the privacy of a student's educational record
  
- ▶ **Gives students the right to:**
  - Inspect and review their records;
  - Request amendments to those records;
  - Have some control over the disclosure of personally identifiable information from those records



# Main points of FERPA for parents

- ▶ When a student reaches the age of 18 or begins attending a post-secondary institution, regardless of age, FERPA rights transfer to the student.
  
- ▶ Parents may obtain information related to academic performance and or financial aid information only at the discretion of the institution AND
  - By obtaining a signed consent form from their child (FERPA waiver form) OR
  - After it has been determined that their child is legally their dependent as defined by Section 152 of the Internal Revenue Code of 1954.
  - Important Note: The payment of a student's tuition by the parent does not, by itself, give the parent the right of access to a student's record.
  - The College encourages parents and family to have open communication with your student - the Academic Calendar can help with this!
  - More information available here: <http://www.citytech.cuny.edu/legal-compliance/ferpa.aspx>



**Technology**

**4**

# Technology at City Tech



- ▶ **Device Loan Request** at <https://www.citytech.cuny.edu/loaner/>
- ▶ **Multiple computer labs available including VIRTUAL LABS** at <http://www.citytech.cuny.edu/virtual-lab/>
  - City Tech Library - 4<sup>th</sup> floor Library Building
  - Departmental Computer Labs
- ▶ **Technology Enhancement Centers**
  - General Open Lab - G600
  - General Open Lab - V217
  - Learning Center - LG-18
- ▶ **Laptops** - Useful, but not required (Library)
- ▶ **Email** - City Tech email with ample storage
- ▶ **CUNYfirst** - Registration, Financial Aid, etc.
- ▶ **Blackboard** - Online learning platform
- ▶ **Microsoft Office 365, City Tech email and password for Wi-Fi**
- ▶ **Student Help Desk**
- ▶ Please check with your major department for additional software
- ▶ Downloading and Uploading - Powerful Internet access but be careful!
- ▶ Discounted software and hardware (Dell, T-Mobile, Verizon, Sprint)
- ▶ Protect your and your child's identity
- ▶ Watch out for email scams and phishing attempts
- ▶ Don't share passwords; make passwords complex
- ▶ Protect your family and devices using best practices

# The Center for Student Accessibility (CSA) Assistive Technology (Hardware and Software)



**Digital Smart Pen** (Livescribe Pen)

**Digital Voice Recorder**

**Electronic Dictionary** (Franklin Language Master)

**Electronic Reader** (C-Pen)

**Electronic Portable Magnifier**

**Height Adjustable Tables**

**Reading and Writing Software** (Kurzweil 3000)

**Screen Enlargers** (ZoomText)

**Screen Readers** (JAWS)

**Voice Recognition Software** (Dragon Naturally Speaking)



# Student Conduct

And other important policies at the College

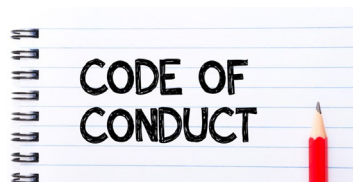
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# Student Conduct and Title IX



## Student Conduct - Henderson Rules

- ▶ Henderson Rules and Article XV  
<https://www.citytech.cuny.edu/about-us/docs/HendersonRules.pdf>  
and [https://www.citytech.cuny.edu/about-us/docs/article\\_xv\\_students.pdf](https://www.citytech.cuny.edu/about-us/docs/article_xv_students.pdf)
- ▶ Disciplinary Process
  - Ranges from Warning to Expulsion
- ▶ Zero Tolerance for:
  - Fighting, Alcohol, Drugs
- ▶ Text messaging, email, any electronic communication



## Title IX - Important Information

- ▶ Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Sex discrimination includes sexual harassment, sexual violence, and sexual misconduct.
- ▶ Required Training
- ▶ Check CUNYfirst accounts
- ▶ Important Federal and State mandates the College must abide by

# Rules & Regulations



- ▶ All students must adhere to NYCCT “Henderson Rules” for student conduct
- ▶ Zero tolerance for consumption of alcohol or use of drugs on campus
- ▶ Disorderly Conduct is a crime, all students must act in a respectful manner to all members of the community
- ▶ All students are encouraged to report incidents of a physical or verbal nature to Public Safety immediately

# Friendly Reminders



- ▶ No bills! We do not mail bills home
- ▶ Payment Plans - DEADLINES
- ▶ Academic Calendar - Timeline for all College requirements
- ▶ Elevators (when we're on campus)
- ▶ Email is key! It's how we communicate
- ▶ [www.citytech.cuny.edu](http://www.citytech.cuny.edu)

# Safety at City Tech

6



# Public Safety Staff



## ▶ **Campus Peace Officers**

- Trained on NYS Penal Law and CUNY policies and procedures
- Tasked with enforcement of rules and regulations and public order
- Arrest powers

## ▶ **Ten Campus Security Assistants**

- NYS Security Guard Licensed
- No peace officer status



# Public Safety Services



- ▶ Student ID Cards / Access control
- ▶ 24 hours CCTV camera surveillance system
- ▶ Lost & Found department
- ▶ CPR, AED, and First Aid Certified Staff
- ▶ Security personnel at all entrances to the College
- ▶ CUNY Alert-emergency notification system

# Safety Tips



- Be alert: if you see something suspicious report it immediately to Public Safety
- Always safeguard your property. Do not leave your personal property unattended
- Secure your Bicycle using two (2) U-Locks
- Password protect your cell phone, iPad, and computer. Do not leave them unattended
- Sign up for CUNY Alert-emergency notification system

# Emergency Contact Phone

**Public Safety**  
**718-260-5555**  
**Room: N-109**

**Campus**

**7**

# New Academic Complex (A - Building)



# Namm - Library - Pearl Buildings (N - L - P Buildings)



Namm  
Building



Pearl  
Building



Library  
Building



# Namm Buildings (N - Building)

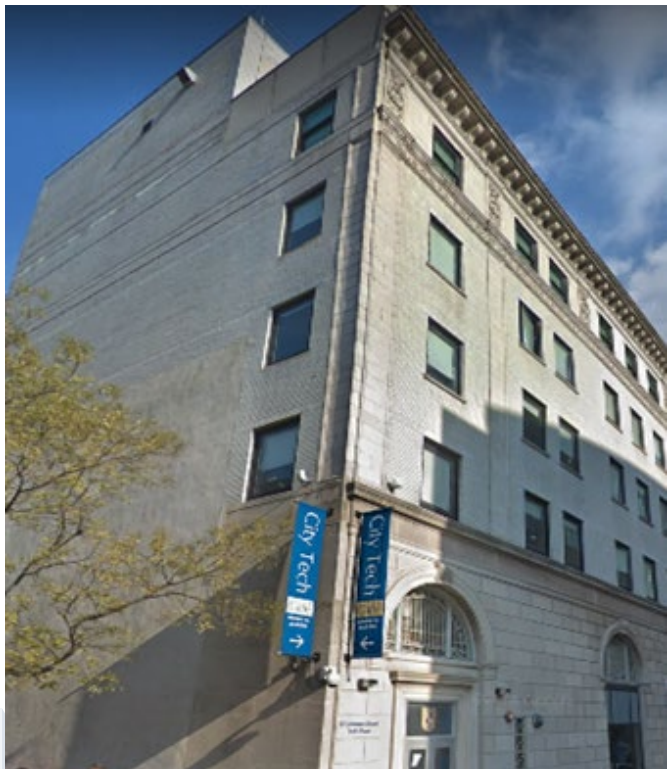




# Pearl Buildings (P - Building)



# General Buildings (G - Building)



# Midway Building (M - Building)





# Voorhees Building (V - Building)



# Environmental Building (E - Building)



# Howard Building (H - Building)







NEW YORK CITY COLLEGE OF TECHNOLOGY  
**CITY TECH**

**Thank you for watching!**

For any general questions, please contact us at [StudentAffairs@citytech.cuny.edu](mailto:StudentAffairs@citytech.cuny.edu)



<https://www.instagram.com/CityTechSLD/>



<https://www.facebook.com/CitytechSLD/>



<https://twitter.com/CityTechSLD>