

# Student Services and Information

## Academic Calendar

### Important Dates

Tuesday, January 21 - Classes Begin

Week of March 17-23 – Spring Break

Monday, March 10 - Summer/Fall 2025 Registration Begins

Monday, April 14 - Last Day to Withdraw

Monday, May 12 - Last Day of Day-Time Classes

Tuesday, May 13 – Study Day

Wednesday, May 14-20 - Finals Week

Finals Schedule: <https://sunysccc.edu/Academics/Register-for-Classes/Final-Exam-Schedule.html>

## Immunization Requirements

Note that New York State Public Health Law requires that all students taking six or more credits are required to provide proof of immunization for measles, mumps, and rubella.

Following the fourth week of classes, students who have not provided the documentation will be withdrawn from classes and not allowed to return to class until the immunization records have been provided. For assistance, contact the Student Affairs office, Elston Hall, Room 222, 518-381-1344, [studentaffairs@sunysccc.edu](mailto:studentaffairs@sunysccc.edu)

## College Store (textbooks and more)

## Counseling/Mental Health Support

### On-Campus Counselor



Counseling is an opportunity to discuss any issues that are getting in the way of a student's academic and personal success. Meetings are private and confidential, and convenient appointments can be done face-to-face in a quiet and private office, or over Zoom.

Every registered student is eligible to meet with our on-campus counselor, Sean Mullen, free of charge, and no insurance coverage is necessary.

To make an appointment, contact Sean Mullen at [Sean.Mullen@sunysccc.edu](mailto:Sean.Mullen@sunysccc.edu) or 518-381-1336

## Disability Resources and How to Obtain Academic Accommodations



The Office of ADA Transition Services (i.e., disability resources and services) uses a collaborative model to develop accommodations and learning strategies for students with permanent and temporary disabilities. We coordinate resources and create partnerships to foster an inclusive environment that is accessible and welcoming for all.

Students who would like to request academic accommodations should register for disability resources and services with Susanna Adams. Appointments to meet with her can be set up via e-mail at [adamssj@sunysccc.edu](mailto:adamssj@sunysccc.edu), by phone at 518-381-1345, or in person in Elston

Hall, Room 222.

## Educational Opportunity Program (EOP)



Michael Henderson  
Director of EOP  
Begley Learning Commons  
Room 104  
518-381-1279  
[hendermb@sunysccc.edu](mailto:hendermb@sunysccc.edu)

## Financial Aid

Elston Hall, Welcome Center  
518-381-1468  
[fa@sunysccc.edu](mailto:fa@sunysccc.edu)



The financial aid program at SUNY Schenectady provides monetary assistance to matriculated students (students who are enrolled at the College and declared a major) who can benefit from further education, but who can't do it without this support.

## **Food Pantry**

Elston Hall, Room 220E  
518-381-1276



Any SUNY Schenectady student who is registered for the current semester and who has a SUNY Schenectady ID card can place an order with the Food Pantry up to three times each month when classes are in session.

Karen Smith  
Food Pantry Coordinator  
[karen.smith@sunysccc.edu](mailto:karen.smith@sunysccc.edu)

## **Information Technology Helpdesk Number**

The IT Help Desk can be reached by submitting a ticket via Self Service at <https://sccc.my.salesforce.com> or calling 518-381-1487 (please leave a message and someone will return your call)



*Kim Emerson*



*Nancy Hall*

## **Registrar**

Elston Hall, Room 212  
[registrar@sunysccc.edu](mailto:registrar@sunysccc.edu)

## **Scholarships**

Nicole Grant  
Assistant Director of Financial Aid  
Elston Hall, Welcome Center  
78 Washington Ave.  
Schenectady, NY 12305  
518-381-1467  
[grantna@sunysccc.edu](mailto:grantna@sunysccc.edu)

## Testing Center

The Testing Center is here to serve new, current, and non-SUNY Schenectady students' testing needs.

[ADA Scheduled Exam Procedures](#)

[Make-up Exam Procedures](#)

## TRIO



Mary Silvestri  
Elston Hall, Room 328  
518-381-1463  
[silvesmt@sunysccc.edu](mailto:silvesmt@sunysccc.edu)

TRIO Student Support Services at SUNY Schenectady is a free service that empowers first-generation college students, income-eligible students, and students with disabilities to explore and achieve their academic, career, financial, and personal goals.

## Tutoring Services

Michelle Ragucci

Begley Learning Commons, room 116

518-381-1249

[raguccml@sunysccc.edu](mailto:raguccml@sunysccc.edu) OR

[TutorServices@sunysccc.edu](mailto:TutorServices@sunysccc.edu)

Visit the Learning Center in the Begley Learning Commons to find support for your classes. Get help starting a paper, understanding an assignment, or prepping for an exam. The Learning Commons has study rooms, computer stations, and a presentation practice space for students to use.

- [How to Access Online Tutoring](#)
- [Music Tutors, School of Music, room 147](#)