Dear Northeast Families:

Whether this is your first, middle or youngest student attending college, the experience promises to be a transition for the entire family! Your student is entering another phase of life, preparing to be an adult. Your support role continues, but, with greater responsibility on your college student. The transition is both exciting and frightening! Where will life take them? What career paths will they choose? Will they integrate positively into the college environment? Will they make good choices regarding friends and social activities? How will I advise them when they call with a problem that needs to be solved?

The Family Calendar is designed to provide you with information and helpful hints as you and your student transition into college. Each month in your student’s college journey will present new challenges and opportunities. Please utilize this Family Calendar as a resource and encourage your student to do likewise with the support services and resources available to them at Northeast Community College. Every student has the opportunity to be successful at Northeast. Encourage your student to utilize student success services. Strongly encourage them to advocate for themselves and become involved in the life of their college. Students who form relationships with faculty, staff and their peers are the most likely to succeed in college and earn a degree that improves their income, future earning potential, and enhances their job security. Your student has chosen his/her college wisely; Northeast has one of the top graduate placement rates in the country! In 2014, 99 percent of the graduates were employed or continuing their education.

Success starts at Northeast Community College! Thank you for partnering with Northeast to enhance the success of your student.

Have a great year!

Dr. Karen J. Severson
Vice President of Student Services

Photos for this calendar were compiled through various College departments. A special thank you to the “Viewpoint” staff for their photographic contribution.
The Class of 2016 at New Student Orientation. Fall Orientation is an event to inform students about our services, introduce community businesses and organizations, and make friends!
## What’s Happening With Your Student

Students are thinking about their new fall living arrangements. If your student is living in a shared living environment, discuss how shared responsibilities (paying bills, cleaning, and other duties) will be worked out. How are new living arrangements going to change budget needs?

Many students living off-campus will be moving around August 20. This is a very hectic time period, and students appreciate help with moving and storage.

Most students are adjusting to life in a new living situation and, for some, in a new city or state. Returning students who were home for the summer may be relieved to resume their independent college lifestyle and reconnect with friends, while others may soon miss home. Talk with your student about plans to stay in touch during the semester. If your student is living in Campus Housing, encourage him or her to complete a roommate agreement form with his or her roommates/suitmates.

Students are preparing for fall classes. They should log into their My Northeast account to update their contact information, check residence for tuition status, and access their class schedule. They also begin purchasing textbooks and other course materials.

### Did You Know?

Northeast Community College’s Peer Advisors began serving the Northeast campus during the fall of 2014. The Peer Advisors help fellow students with many basic, but very important, advising needs, like signing into their My Northeast account, understanding general education requirements and making appointments with academic advisors. The Peer Advisors have office hours in Burkhardt Hall, Ag Allied Health and the Advising & Academic Support Center.

### August 2015

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<td>Fall Orientation for Freshmen</td>
<td>Tuition, room/board, and fees due</td>
<td>Welcome Back Week Activities</td>
<td>Cheers to Leadership 3-4 pm, CWC Paradise Courtyard</td>
<td>Welcome Back Week Activities</td>
<td>Welcome Back Week Activities</td>
<td>Last day to cancel or change a meal plan</td>
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<td>Residence Halls move-in by appt.</td>
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<td>Special College Store hrs.</td>
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### What’s Happening

- **1 August 2015**: Wayne County Fair (Neal McCoy)
- **2 August 2015**: Music in the Park - Skyview Lake 6 pm (Dierks Bentley)
- **16 August 2015**: Residence Halls move-in by appt.
- **21 August 2015**: The Hawk Spot (cafeteria) opens 11 am Special College Store hrs.
- **22 August 2015**: Welcome Back Week Activities
- **28 August 2015**: Last day to cancel or change a meal plan Special College Store hrs.
- **29 August 2015**: Students should verify that their mailing address is correct on their My Northeast account
The Student Activities Council (SAC) makes campus life enjoyable for all Northeast students by putting together year-round entertainment both on- and off-campus. Pictured here is comedian Adam Grabowski and SAC.
### What’s Happening With Your Student

Students are presented with hundreds of ways to get involved, including student organizations, intramural sports, jobs, and volunteer opportunities. Involved students tend to do better academically. Talk with your student about how he or she is getting involved.

Students focus on study skills and time management as they adapt to a new schedule and course requirements. Encourage your student to use on-campus resources and get to know his or her instructors by taking advantage of office hours.

Alcohol use may increase at this time of year. As a parent, you can influence your student’s choices. Have an honest conversation with your student about alcohol — encourage responsibility and moderation. Remember that the legal drinking age in Nebraska is 21.

Issues with roommates may arise. Talk with your student about compromise and community living. See the First-Year Experience section at the back of the calendar for more information.

### Did You Know?

Northeast Community College in fall of 2016 will open a brand new Residence Hall facility to accommodate 192 additional beds. Also as part of this project, a new dining facility will open in the fall of 2016.
The Northeast Women’s Volleyball team and fans celebrating another win for the Hawks.
### October 2015

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**Did You Know?**

MyStudentBody reaches out to parents and families to help them communicate effectively with students about alcohol, drugs, and other health challenges on campus. Visit [www.mystudentbody.com](http://www.mystudentbody.com) and use the access code *northeastparent*.

**What’s Happening With Your Student**

Students experience their first semester of midterms and papers. A healthy diet, exercise, sufficient sleep, and a balance of work and play are all great ways to keep stress levels low. Ask how your student is balancing extra-curricular activities with academic responsibilities.

Many students start discussing next year’s living arrangements and may feel pressured to sign a lease soon. Encourage your student to take time in making this important decision. Although some vacancies for next fall may be advertised as early as November, the most selection and choice of available off-campus housing is available December through February. Also, many students take advantage of returning to Campus Housing. For more information about housing options, see the Resources section at the back of the calendar.

Students will soon receive information about course enrollment dates for spring semester. Enrollment for continuing students begins November 16. For more information, see the Resources section at the back of the calendar.

**What’s Happening**

**Spooktacular Children’s Carnival**

- **October 25**
- **Pohlman Ag Complex**
- **5:30 pm**

**Halloween**

**Second eight-week classes begin**

- **October 18**

**Digital Media Day**

- **October 17**

**National Collegiate Alcohol Awareness Week (NCAAW)**

- **October 18 - 24**

**Ashura begins in evening**

- **October 22**

**First eight-week classes end**

- **October 21**

**Fall break for faculty and students**

- **October 19**

**Food service closed**

- **October 17**

**Second eight-week classes begin**

- **October 22**

**Sober in October**

- **October 1 - 3 pm**

**Pohlman Ag Complex**

**Islamic New Year**


**National Coming Out Day**

**Columbus Day (observed)**

**Navratri begins**

**National Depression Screening Day**

**Blood drive 9 am - 3 pm LLC**
Students from Northeast’s auto technology program cross Abbey Road while on an official visit with Northeast’s partner college North Lindsey College in London, England.
### What’s Happening With Your Student

Students may get sick for the first time this semester as cold and flu season begins. Remind your student to get a flu shot. See the Resources section at the back of the calendar for information on Student Health Services.

The term is coming to an end, and students may be feeling pressure to complete papers and projects. Some students who may have fallen behind will pull “all-nighters” to get the work done. Encourage your student to try to get eight hours of sleep, but realize that four or five hours is better than none at all. This is a great time to send your student a card, photos, a gift basket, or other greetings.

Students are starting to think about Thanksgiving Break. Many students go home, while some remain on campus. Talk with your student about plans for the upcoming break and how he or she plans to travel home. Encourage your student to speak to his or her advisor and financial aid office to explore scholarship opportunities.

### Did You Know?

Every Christmas the Northeast Student Government Association (SGA) makes tie blankets for members of the Norfolk Veterans Home and hand delivers them to the residents.
The Hawk's Women's Basketball team has posted two exciting back-to-back seasons at Northeast. In 2012-13 the team was 28-5 with a national tourney appearance and in 2013-14 the team went 26-4. The two year combined record of 54-9, along with two consecutive years of being nationally ranked, is a great accomplishment.
December 2015

SUNDAY  MONDAY  TUESDAY  WEDNESDAY  THURSDAY  FRIDAY  SATURDAY

1  World AIDS Day  Blood drive 3 pm LLC  Hanukkah begins at sundown
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6  Pearl Harbor Day
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13  Final Exams  Final Exams  Final Exams  Holiday Break  Food service closed  Holiday Break
14  Book Buy Back (Norfolk)  Book Buy Back (Norfolk)  Book Buy Back  Hawk’s Landing opened at 7 am  Holiday Break
15  
16  
17  Holiday Break  The Hawk Spot (cafeteria) closed  Hawk’s Landing opened at 7 am  1:30 pm  Holiday Break
18  
19  
20  First day of Winter  Food service closed  The Hawk Spot closed  Hawk’s Landing opened at 7 am  1:30 pm  Holiday Break
21  Holiday Break  Hawk’s Landing opened at 7 am  1:30 pm  Hawk’s Landing closed Food service closed  Holiday Break
22  
23  
24  Holiday Break  Christmas Eve  Holiday Break  Food service closed  Food service closed
25  Christmas Day  Holiday Break  Holiday Break  College closed  Food service closed
26  Kwanzaa  Boxing Day  Holiday Break  Food service closed  College closed
27  Food service closed  Food service closed  Food service closed  Food service closed  Food service closed
28  
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31  New Year’s Eve  New Year’s Eve  New Year’s Eve  New Year’s Eve  New Year’s Eve

What’s Happening With Your Student

Students may be feeling a great deal of pressure as they are finishing papers and preparing for final exams. Encourage your student to take advantage of study groups and tutoring services. This is an ideal time for you to send words of encouragement or a care package. Remind your student to eat well, attend office hours and get enough sleep.

Some students will find that their budgets have not extended as far as they had hoped. Over break, talk with your student about finances.

After finals, students are often exhausted both mentally and physically. Holiday break is a good time for students to relax and catch up on much-needed sleep. Talk with your student about plans for the break.

Students may start thinking about study abroad and international learning opportunities. Discuss possible study abroad opportunities, as well as financial plans. Check on application deadlines.

Did You Know?
Northeast’s Service Center is ranked TOP TEN in Community Colleges. Our Service Center can assist your student with his/her technology needs as well as his/her course needs.

November 2015

December 2015

January 2016
Northeast Hawk's Men's Basketball player Kevin Metoyer scores during the Hawks regular season.
## January 2016

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<td>Career Services hosts an etiquette dinner for professional development. Students receive instruction on proper etiquette while dining and networking.</td>
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<td>New Year's Day</td>
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<td>Food service closed</td>
<td>Holiday Break</td>
<td>College closed</td>
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<td>Food service closed</td>
<td>Begin FAFSA for aid for 2016 - 2017</td>
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<td>8</td>
<td>Students should verify their mailing address is correct in their My Northeast account</td>
<td>Residence Halls move-in by appt. for new residents</td>
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<td>9</td>
<td>The Hawk Spot reopens</td>
<td>Financial Aid available for books at the College Store (Jan. 8 - 15)</td>
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<td>Residence Halls move-in by appt. for new residents</td>
<td>Special College Store hrs.</td>
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<td>11</td>
<td>Special College Store hrs.</td>
<td>Residence Life Orientation 6 pm</td>
<td>Tuition, room/board, and fees due</td>
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<td>12</td>
<td>Special College Store hrs.</td>
<td>Chartwells Welcome Back breakfast</td>
<td>The Hawk Spot 7 - 9:30 am</td>
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<td>Special College Store hrs.</td>
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<td>FAFSA Friday 1-4 pm, CWC</td>
<td>Last day to cancel or change a meal plan</td>
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<td>Martin Luther King Jr. Day</td>
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### Did You Know?

**Career Services hosts an etiquette dinner for professional development. Students receive instruction on proper etiquette while dining and networking.**

### What's Happening With Your Student

**Students see their fall-semester grades and may be thrilled or disappointed. Ask your student what went well, and what he or she would like to do differently. Scheduling an advising appointment is a good place to start.**

**Students return to campus after a long break. Some will be relieved to being on their own while others may miss home. Talk with your student about plans to stay in touch.**

**Many students begin applying for financial aid for next year by filling out the Free Application for Federal Student Aid (FAFSA) online. Talk with your student about finances for the upcoming semester and next year. For more information, see the Resources section at the back of the calendar.**

**Students are preparing for spring classes. They should log into their My Northeast account to update their emergency and contact information and access their class schedule. Students intending to graduate this semester need to apply for graduation through the Registrar’s Office.**

**Students begin purchasing textbooks and other course materials for the upcoming spring term. Remind your student to reflect on experiences and goals as they enter their second semester.**

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**Northeast Community College**
www.northeast.edu
Northeast journalism students enjoying the rain outside of the College Media Association national conference in New York City.
## February 2016

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<td><em>Scholarship applications due</em></td>
<td>Black History Month</td>
<td>Groundhog Day</td>
<td><em>Blood drive 9 am - 3 pm, LLC</em></td>
<td><em>FAFSA Friday 1-4 pm, CWC</em></td>
<td><em>Last day for 50% tuition adjustment on dropped classes (full-term classes)</em></td>
<td><em>National Wear Red Day</em></td>
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<td><em>Chinese New Year</em></td>
<td>Groundhog Day</td>
<td><em>Ash Wednesday</em></td>
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<td><em>Valentine’s Day</em></td>
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### What’s Happening With Your Student

Students begin planning for spring break. They may feel pressured by friends to go to warm and exotic places. Most Northeast students do not spend spring break at a vacation destination, but instead work, volunteer, or spend time with family and friends.

Valentine’s Day may serve as the highlight for some students, but it may be a source of anxiety for others. Students appreciate receiving a card or care package from family and friends.

Extended periods of cold temperatures and a lack of sunshine in the winter months may leave students feeling “down” and restless from spending so much time indoors. Alcohol use also increases during this time of year. Talk to your student about how he or she is handling the weather and what he or she is doing to get involved and stay healthy this semester.

### Did You Know?

Northeast’s International Business Communications Class attended the Nobel Peace Prize Forum from March 6-8, 2015 in Minneapolis, MN after co-studying social entrepreneurship with the Advanced Humanities Seminar Class in Norway.
Northeast Utility Line students experience hands-on learning.
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**What’s Happening With Your Student**

There are more midterms and papers this month. This is a great time to let your student know you are thinking of him or her by sending a card, photos, or other greetings.

Many students will have finalized their housing situation for the upcoming year. Ask your student about this if you have not heard about his or her plans.

If your student is moving at the end of the semester, encourage advanced planning; for example, spring break is an opportunity to bring home the things he or she no longer needs.

Students will soon receive information about course enrollment dates for summer and fall semesters, including their earliest enrollment appointment times. Enrollment for summer term begins March 29, while enrollment for fall term continuing students begins April 18. For more information, see the Resources section at the back of the calendar.

**Did You Know?**

The EMS program had an ambulance donated to it in March of 2014 and it is available to use in any Emergency Medical Services class in our 20 county area.
Northeast Hawks Men’s Golf coach Brad Bosh and player Michael Bergquist during golf practice. The Men’s Golf team plays in tournaments across the region in both the spring and fall seasons.
### What’s Happening With Your Student

Students may begin to think about changing their program of study, pursuing summer jobs/internships, or finding summer housing. If your student is in the process of deciding which direction to take, encourage him or her to explore the options and keep an open mind.

Ask your student about a favorite class or what topic(s) he or she finds interesting. Remind him or her about campus resources. For more information, see the Resources section in the back of the calendar.

Warmer temperatures and more sunshine may lead to spring fever. Students may find it hard to concentrate on academics and may spend more time outdoors. Ask your student how he or she is planning ahead and staying on top of tasks. Just as important as studying is staying healthy—eating a balanced diet, getting enough sleep, exercising, and balancing work with play.

### Did You Know?

The Northeast Associate Degree Nursing program is nationally accredited by Accreditation Commission for Education in Nursing (ACEN) and Nebraska State Board of Nursing.

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<td>FAFSA Friday 1-4 pm, CWC</td>
<td>Blood drive 9 am - 3 pm LLC</td>
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<td>FAFSA Friday 1-4 pm, CWC</td>
<td>Passover begins at sundown</td>
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Northeast graduates celebrate and pose for pictures after the 2014 Commencement ceremony.
### May 2016

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<td>Residence Hall check-out by appt.</td>
<td>Residence Hall check-out by appt.</td>
<td>The Hawk Spot closed for summer</td>
<td>Residence Hall check-out complete by 5 pm or 24 hr. after last final exam</td>
<td>Final Exams</td>
<td>FAFSA Friday 1-4 pm, CWC</td>
<td>Graduation Commencement</td>
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<td>Summer I Pre-session begins</td>
<td>Cooperative Internships begin</td>
<td>Hawk's Landing open under summer hours 7 am - 1:30 pm, no weekend food service</td>
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<td>FAFSA Friday 1-4 pm, CWC</td>
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<td>Of the 858 graduates in 2013-14, Career Services reported details from 838 graduates. The report shows that 99% of them are either employed or continuing their education.</td>
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### What's Happening With Your Student

Stress levels often increase as students are completing papers and projects and taking final exams. Encourage your student to take advantage of study groups and tutoring services. This is a great time of year to send a care package.

Some students may be staying in Norfolk and taking classes or working. Others are preparing to move back home and/or relocate for a summer internship. Talk with your student about summer plans. Students will begin summer employment or internships, or will begin to look for work now that they have completed the semester.

After finals, students are often exhausted both mentally and physically. They will look forward to finding time to relax and catch up on much-needed sleep.

Students will need to update their current address for the summer through their My Northeast account.

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**What's Happening With Your Student**

- **Cinco de Mayo**
- **Mother's Day**
- **Residence Hall check-out by appt.**
- **Final Exams**
- **Book Buy Back (Norfolk)**
- **FAFSA Friday**
- **Graduation Commencement**
- **Summer I Pre-session begins**
- **Cooperative Internships begin**
- **Tuition and fees due**
- **Hawk's Landing open under summer hours 7 am - 1:30 pm, no weekend food service**
- **FAFSA Friday 1-4 pm, CWC**
- **Did You Know?**
  - Of the 858 graduates in 2013-14, Career Services reported details from 838 graduates. The report shows that 99% of them are either employed or continuing their education.

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**Northeast Community College**

www.northeast.edu

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**April 2016**

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**June 2016**

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Northeast audio production major/music student Xandria Gregory and singer/songwriter Renee Bracken take advantage of the new equipment in the Northeast Community College audio production lab.
## June 2016

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### Did You Know?
Automotive Technology, Auto Body Repair Technology, Diesel Technology, Heating, Ventilation, and Air Conditioning, Electrical Construction and Control, and Wind Energy programs all offer NC3 Certifications.

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- **Summer Session I begins**
- **Tuition and fees due**
- **Ramadan begins**
- **FAFSA Friday 1-4 pm, CWC**
- **Shavuot begins at sundown**

### What’s Happening With Your Student

While many students return home for the summer, others stay in Norfolk. Students who leave campus for the summer may wonder what will happen to their friendships and other relationships. Ask your student how he or she plans to stay in touch with college friends.

Students who take summer classes at Northeast will find that the condensed timeframe means that courses are more intense than in the fall and spring semester, which can make balancing academics and social time more challenging.

Summer is a good time for students to reflect on the successes and challenges of the past year. Ask your student what his or her goals are for the year ahead. Encourage him or her to take advantage of campus resources, such as advising offices and Career Services, which can help with upcoming decisions. Many of these offices remain open during the summer months.

Students living away from home may, for the first time, miss important family gatherings or family vacations. Even if your student is unable to attend, keep him or her in the loop before and after these events.

**Did You Know?**

- **Automotive Technology, Auto Body Repair Technology, Diesel Technology, Heating, Ventilation, and Air Conditioning, Electrical Construction and Control, and Wind Energy programs**
  - all offer NC3 Certifications.

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**Did You Know?**

- **Automotive Technology, Auto Body Repair Technology, Diesel Technology, Heating, Ventilation, and Air Conditioning, Electrical Construction and Control, and Wind Energy programs**
  - all offer NC3 Certifications.
### What’s Happening With Your Student

Students who stay in Norfolk for the summer often form a stronger connection with the community—by working off-campus, going to area restaurants, and attending events. Encourage your student to explore Norfolk and the surrounding communities. You may also want to plan a trip to Norfolk to visit your student.

Students living at home may start missing college friends and feel anxious to return to campus. They may also want to spend much of their remaining free time with old friends. Tensions may increase because your student is becoming more independent. Remember that students go through changes as they develop into adults. Keep lines of communication open, tell your student that you love him or her, and continue to build upon your new adult-to-adult relationship.

If your student is working during the summer to help pay for costs during the academic year, check in about savings: are things on track with what has been planned?

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**Did You Know?**

In 2015, Northeast unveiled a new mission statement, “Northeast Community College is dedicated to the success of students and the region it serves.”

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Northeast students enjoying Wacky Wednesday cosmic bowling night.
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**Notes**

- **August 2016**
  - Mandatory Residence Life Orientation
  - Fall Orientation for Freshmen
  - Residence Halls move-in by appt.
  - Special College store hrs.
  - Cooperative Internships end
  - Fall semester classes begin
  - Tuition, room/board, and fees due
  - Welcome Back Week Activities
  - Special College store hrs.
  - Welcome Back Week Activities
  - Special College store hrs.
  - Welcome Back Week Activities
  - Special College store hrs.
  - Last day to cancel or change a meal plan
  - Special College store hrs.
  - Did You Know? Northeast Women’s Volleyball team advanced to the Region XI B final game in their 2014 season.
* Events and deadlines in this calendar are subject to change. For additional important dates and events, visit the Northeast Calendar at northeast.edu.
Campus Resources

Academics and Career

Academic Advising
Northeast's Faculty Advisors and Student Services staff share a commitment to advisement and counseling. To help with college and career planning, every student is assigned a Primary Advisor, who is a faculty member from the student's program of study. Students who have not yet chosen a program of study are assigned a Primary Advisor from the Advising and Academic Support Center (A&ASC). General Advisors in the A&ASC are available to assist students with career development, educational planning and issues impacting academic success. Final responsibility for planning courses, meeting requirements, and observing regulations lies with the student. Students should read the Student Handbook carefully as their source of information on requirements and regulations. Students should see their advisor for suggestions of electives not listed in the suggested or required programs of study. ELECTIVES AND/OR SUBSTITUTIONS MUST HAVE THE APPROVAL OF THE ADVISOR AND/OR DEAN OF THE DIVISION OF THE STUDENT’S PROGRAM OF STUDY. All students should take advantage of the opportunity to meet with an advisor every semester.

Advising and Academic Support Center (A&ASC)
The Advising & Academic Support Center (A&ASC) is staffed by General Advisors, Tutoring, Writers' Clinic personnel and Peer Advisors. Students may wish to visit the A&ASC if they are undecided about their major, have questions about transferring, need help to select courses, wish to improve their performance in classes, or need assistance with a written assignment. General Advisors are available to assist students with schedule building, career planning, transfer questions, changes of major, academic recovery, and other issues impacting academic success. The A&ASC is located in the College Welcome Center, Room 1284.

Career Planning
Choosing a career is a process that takes self-knowledge, occupational information, and good decision-making skills. Northeast Community College offers many opportunities for career planning and exploration. Northeast offers a one-credit hour Career Planning course that includes assessment, career research, and activities to help students make short-term and long-term career decisions. Students may also seek career guidance by visiting with a General Advisor in the A&ASC to determine the necessary steps for planning and achieving their career goals. General Advisors use no-charge career assessments, such as Career Connections and TypeFocus, to help students make career decisions based on interests, abilities, values and personality. Students may visit the Career Services Office or website northeast.edu for additional resources to assist in reaching career decisions. Web: http://www.northeast.edu/Career-Services/Career-Exploration.aspx

Career Services
The Career Services Office offers a variety of services and programs to assist with the career development, job search, and employment needs of Northeast students and alumni. Whether students are looking for part-time employment while attending college or searching for a full-time job after graduation, the Career Services staff is eager to assist. Career Services communicates with business, industry, professional facilities, and government offices to keep current of trends in the industries and to post job openings. The job listing can be viewed by current students and graduates on the northeast.edu/career-services website. The website also contains information on career activities and events, helpful links to career websites, and career exploration resources.

Resources include:
• Assistance with resumes, cover letters, and job applications
• Mock interviews to help with interview skills
• Job fairs to meet prospective employers and to learn about job opportunities

My Northeast Web-Based Program to Access Student Information
Students can handle much of their college business by visiting My Northeast through the My Account button at northeast.edu:
• Search and enroll for classes and obtain textbook information
• View tuition account charges and payments, and access links to view, print, and pay bills
• View grades, view/update emergency and contact information
• Check financial aid status and accept/decline a financial aid award

Course Enrollment Process
Enrollment for continuing students begins in mid-November for spring term, late March for summer term, and mid-April for fall term. In preparation for meeting with an advisor and enrolling, students can use their My Northeast account to find courses, view course and instructor information and create customized schedules. Encourage your student to speak with an academic advisor before enrollment, even if it is not required. Students should plan to meet with their advisor about a month prior to enrollment to ensure advisor availability. Each student's assigned advisor is listed via their My Northeast account. My Northeast can be accessed through the My Account button on the Northeast Community College homepage at northeast.edu. Additional details about course enrollment, including demos of the enrollment system, are available at https://www.northeast.edu/Videos/Register-for-classes/Register-for-classes.html. Phone: (402) 844-HELP; E-mail: help@northeast.edu

Apply for Graduation
Northeast Community College graduates students in December of the fall term and May of the spring term. A formal graduation ceremony is held only in May each year. Graduates from the fall term are invited to participate in the spring ceremony. To determine a student's graduation term, please have them check their DegreeWorks audit. This audit is in students’ My Northeast account. All prospective graduates will need to make a formal application to graduate, regardless as to the terms noted in their DegreeWorks audit. Graduation Applications will be sent to prospective graduates preferred email address as noted in their My Northeast account. The Application link will be in the email, which will go out in mid-January. Please encourage your student to verify their “preferred” email address in their My Northeast account and watch this account closely for this email. (They may need to check their spam or junk folder.) If they do not receive this email by the beginning of February, please have them contact the Registrar’s Office. Applications must be completed by mid-February.
Campus Resources

The Service Center
The Service Center provides service and support for students, faculty and staff with the computing, networking, and other campus information technology resources.

Resources include:
- Check out equipment (laptops, webcams, camcorders, projectors, iPads etc.)
- Password resets for Banner self-service, Sakai, email/domain, JupiterGrades
- Desktop/PC/Peripheral support
- ITV support
- Wireless assistance
- Mobile device assistance
- Web conferencing support (including Adobe Connect)
- Sakai/JupiterGrades support
- Student device support

The Service Center can be contacted online at http://northeast.edu/Help/, or submit an online request at http://northeast.edu.Help/Request-Help.aspx, or E-mail help@northeast.edu, phone: (402) 844-HELP, or go in-person to the Northeast Library.

Study Abroad
Northeast students have numerous opportunities to study abroad—as part of a two-week faculty-led travel experience to various overseas locations or as a summer exchange student for 3- to 5-weeks in July at Middlesex University in London, England. For more information, contact Pam Saalfeld, co-chair of Global Opportunities. Phone: (402) 844-7347, or E-mail pamela@northeast.edu.

Library Resource Center
Northeast's Library is a valuable resource by providing students tools to conduct scholarly research and increase knowledge. Resources include approximately 30,000 print volumes and over 35,000 electronic books. Through the Library's subscription databases, students have access to millions of current and credible resources not available through Google, Yahoo, or other search engines. Library databases are available on- or off-campus 24 hours a day, seven days a week. The Library's computer lab includes full Internet access and standard software packages offered in the classroom labs. Comfortable seating areas, private study carrels, and tables for small group meetings are available for student use. The Library staff is available to assist students with their research needs on regular class days Monday-Thursday 7:00 a.m. to 10:00 p.m., Friday from 7:00 a.m. to 5:00 p.m. and on Sunday from 1:00 p.m. to 9:00 p.m. Library hours during summer and student breaks are Monday-Thursday from 7:00 a.m. to 6:00 p.m. and on Friday from 7:00 a.m. to 5:00 p.m.

Web: http://www.northeast.edu/Library-Resources/

Health, Wellness, and Safety

Recreational Sports
The College offers activities to enrich the educational experience by providing recreational programs and services that promote the social, mental, and physical well-being of the campus community. A fitness room with exercise equipment such as treadmills, weight machines and free weights are located in the Cox Activities Center. The College plans intramural coed sports on a seasonal basis, including flag football, softball, basketball, sand volleyball, volleyball, bowling, ping-pong, pitch tournaments, and others according to student interest.

Web: http://www.northeast.edu/Student-Life/Intramural-Sports/

Campus Alert
Northeast believes that your student's safety on the main and Extended Campuses is of paramount importance. Northeast has partnered with Rave Mobile Safety, the leader in mobile safety, to offer an emergency notification system. Campus Alert is available to all staff, faculty and enrolled students. Northeast's Campus Alert system will disseminate timely emergency notifications and weather announcements via text message, email, and voice messages. For more detailed information, visit northeast.edu/campus-alert.

Student Health
Part-time health services for students are offered in the Student Center, Room 216. Students can be served on a walk-in basis or via appointment by calling (402) 844-7176. No cost services offered in the Student Center include: OTC medicine, STD education and testing, HIV testing, pregnancy testing, blood pressure checks, blood glucose monitoring, crutches (lend only), ice packs, wraps, and community resource information.

Important Note: If a student is not nineteen years old, and wants/needs to visit Student Health Services, a doctor, or medical clinic in the Norfolk area, a parent or guardian MUST sign papers at the clinic before the student can be seen. It is recommended to visit Student Health Services and any medical offices your student may visit before school starts, to get the necessary paperwork completed ahead of time.

Security Service
College policy provides for safe and healthy working conditions in all facilities and activities and complies with all rules, laws, and regulations pertaining to the safety and health of students. Northeast contracts with Sioux City Night Patrol for 24 hour, 7 days a week security service. Students may access this service anytime by calling (402) 841-5163.

Staying Safe
As partners in staying safe, students should take personal responsibility for their safety. Encourage your student to remain aware of surroundings; walk in groups; use lighted paths when walking at night; lock doors and windows at all times; keep friends and family informed as to where he or she is going and who he or she is with; carry a cell phone; call 911 immediately if he or she ever feels threatened; and, if choosing to drink alcohol, do so in moderation.

Northeast offers several important safety services including:
- Security Services, our 24-hour security officers devoted to providing for the safety and security of all people who come in contact with the Norfolk campus. Non-emergency phone: (402) 841-5163.
- Emergency Contact Information—Remind your student that keeping emergency contact information up-to-date is critical, should an emergency arise. Students can access this through their My Northeast account on the website.
- Emergency Notifications: Campus Alert system- to alert the College community of safety-related situations. Campus Alert will send up-to-date information to students and staff through mass email, text, and/or phone call, web page postings and news media. Encourage your student to sign up on their My Northeast account.
Campus Resources

Learning Support

A&ASC (Advising and Academic Support Center)
The A&ASC offers tutoring services in all disciplines free of charge to any Northeast student. Tutoring is designed to help students understand course material and review information for tests. Individualized and group assistance is available during both the fall and spring semesters. The Writers’ Clinic offers assistance with the writing process and provides suggestions in the following areas: writing anxiety, topic selection, introductions, paragraph development, conclusions, word choice, grammar, mechanics, punctuation, and writing styles. Peer Advisors are also available to assist students on a drop-in basis.

Phone: (402) 844-7719; Web: https://www.northeast.edu/Support-Services/Academic-Support/

Learning Skills for Success Class
Learning Skills for Success is a credit course designed to help students acquire skills and attitudes that promote success in the classroom and in life. The course focuses on helping students learn how learn, how to access learning resources, and how to develop effective life skills.

Transitional English
Transitional English is designed to improve and enhance English skills in reading, writing, spelling, and vocabulary. Instruction is based on the student’s individual needs, such as use of context clues, five-step paragraph development, thesis statements, grammar, sentence types, correction of fragments and run-ons, main ideas, relationships, inferences, and the author’s purpose and tone. In addition, students can receive English assistance in other courses.

Transitional Math
The Transitional Math Program consists of prescriptive and individualized math classes. Prescriptive math classes are designed to build math skills to prepare the student to enroll in college level math courses. Individualized math classes are designed to be support classes for students enrolled in any other college math class. The emphasis in these classes will be skill building along with instruction related to the required college math class in which the student is enrolled to meet graduation requirements.

English as a Second Language (ESL)
Northeast Community College offers a sequence of classes for students who want to develop English language proficiency. Students may enroll in non-credit offerings through the Adult Education Division with classes that begin with basic literacy instruction and continue through more advanced language and writing skills. Credit classes are also offered that will develop English language skills through advanced levels in preparation for the TOEFL exam or college coursework.

Housing

Campus Housing
The Norfolk Campus operates two residence halls and two apartment buildings on campus. Students who are interested in living on-campus are encouraged to apply to Residence Life as soon as they have been accepted for admission to the College. An application form will be mailed to the student with their letter of acceptance to the College or can be downloaded from the Housing webpage at northeast.edu. A $25 nonrefundable application fee is required with the Residence Life Application. Students who submit the Residence Life Application and fee are eligible for an offer to live on-campus on a first-come, first-serve basis. Those applicants who do not receive an offer or choose to live off-campus are eligible for off-campus services.

Phone: (402) 844-7150; Web: www.northeast.edu/Campus-Housing/

Off-Campus Services
For students who will be living off-campus in the Norfolk community, the Residence Life Office provides off-campus housing services. The service provides assistance to students in the form of rental listings of apartments, sleeping rooms, and houses. Also, off-campus roommate assistance and general information about the community are provided. During the summer, overnight campus accommodations are available for students and their families while they search for rental facilities. All services are provided free to students on the Residence Life Application List.

Phone (402) 844-7172.

Transportation and Parking

Student Parking and Traffic Regulations
All vehicles operated by credit students must be registered with Student Services if parked on-campus. Registrations are valid from July 1 to June 30. The cling-on must be displayed on the rear window. Campus speed limits are 15 mph unless otherwise posted. Parking lots are available on a first-come, first-serve basis. Motorcycles are to be parked in regular parking stalls or in specially marked areas. Handicap parking is available and designated by signage and color-coded. Staff and students parking illegally will be ticketed. Vehicle owners should carry appropriate insurance coverage in the event that damage occurs to a vehicle or its contents while parked on the College campus.

Transportation Services Offered in the Norfolk Area:
Arrow / Black Hills Stage Lines – Bus Service to Omaha, NE: (877) 779-2999
Checker Cab Norfolk: (402) 371-5800
Norfolk Public Transportation: (402) 379-4595
Ponca Tribe of Nebraska Ponca Express: (877) 769-3111

Out-of-Class Learning

Campus Leadership Opportunities
Northeast offers four different campus leadership opportunities for your student to get involved in and grow his or her leadership potential. Your student can showcase his or her leadership experiences by joining the Resident/Student Assistants (RA/SA) Team, Student Activities Council (SAC), Student Ambassadors Program, or through the Student Government Association (SGA). The RA/SA Team are student housing residents who work together as a team selected to assist with the daily operation of the on-campus resident housing facilities. The team creates and maintains a successful academic-focused living environment. SAC serves the student body by planning and coordinating student activities such as “Wacky Wednesdays” and “Monday Night at the Movies.” This organization is made up of students from all areas of the College. Student Ambassadors are a team of ten to twelve selected students who help promote Northeast by hosting campus tours, hosting and participating in appreciation/recognition activities, speaking to civic organizations in their hometown and Norfolk, and sending thank you and other cards to prospective students. SGA
Campus Resources

consists of eleven students who are elected or appointed to represent the student body on campus. They serve on all major councils and committees, boost student morale, and voice student concerns and opinions to the college administration. Web: https://www.northeast.edu/Student-Life/Leadership-Opportunities.aspx

Student Activities and Organizations
The College encourages students to participate in activities apart from studies to build new relationships, to foster cooperation and responsibility, and to develop skills and interests. Some clubs, organizations, and activities have specific requirements; however, many are open to any interested full- or part-time students. All College organizations have an advisor. A listing of the student organizations and descriptions are available from the Student Activities Office website. Phone: (402) 844-7159; Web: www.northeast.edu/Student-Life/Student-Groups-an-Clubs.aspx

More Programs and Services

Student Services Department
Grounded in the ideals of Northeast, the Student Services Department provides assistance and support to students to ensure that every student is given the opportunity for success in and out of the classroom. Phone: (402) 844-7719; Web: https://www.northeast.edu/Support-Services/

College Store
The Northeast College Store has two locations. The College Store in Norfolk is located on the second floor of the Student Center. Students can shop for books, supplies, apparel, and gift items. Textbooks (including eBooks) both new and used are available to rent or purchase. Textbook buy back occurs at the end of each term at the Norfolk and South Sioux City locations. Specific dates can be found on the academic calendar, northeast.edu, or at the College Store. Extended hours are offered at the beginning of each semester. Regular store hours in Norfolk are from 8:00 a.m. to 5:00 p.m. Monday through Thursday and 8:00 a.m. to 4:00 p.m. Friday. Students can also purchase their textbooks by telephone using their MasterCard, Visa, or Discover credit card. Encourage your student to show up early at the College Store. Lines will be long, but it is not an excuse to attend class without books.

College Welcome Center
The College Welcome Center is Northeast’s one-stop shop for campus and community information, including information on campus programs and services, and upcoming events.

Counseling
Individual counseling is confidential and offered on a short-term basis to students enrolled in a minimum of six credit hours. Costs are already covered by tuition and student fees, so there are no “out-of-pocket” payments.

Parental Involvement Protocol
The College may contact a parent/guardian when there is a serious health, safety, or misconduct concern. This protocol provides an opportunity for the College to occasionally partner with a parent/guardian in order to assist a student who may be struggling with an issue that is affecting his or her success.

Following an initial appointment and depending upon the student’s needs, a student may receive services on campus or be referred elsewhere. The Counseling Office is located in the College Welcome Center.

Disability Services
Northeast is committed to providing equal access to all instructional material, facilities, services, and activities for all students to include those with disabilities who require reasonable accommodations to participate fully. Students requesting accommodations must disclose that he or she has a permanent or temporary diagnosed disability to the Disability Services Office and complete an application as soon as possible.

Fall Orientation
Fall Orientation is held prior to the beginning of the fall semester. This program serves to familiarize students with campus procedures and the College environment. Orientation activities may include classroom and Student Services tours, introduction to advisors, and activities to help students get to know the College and community.

Food Service
The Hawk Spot offers all you can eat breakfast, lunch, and dinner during the week and brunch and dinner during the weekends. The Hawk Spot is located in the lower level of the Student Center. It is closed during the holidays and summer.

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Breakfast 6:30 - 10:00 am, Monday - Friday
Brunch 11:00 am - 1:30 pm, Saturday - Sunday
Lunch 10:30 am - 1:30 pm, Monday - Friday
Dinner 5:00 - 7:30 pm, Monday - Thursday
5:00 - 6:30 pm, Friday
5:00 - 6:00 pm, Saturday - Sunday

Hawk’s Landing is located in the upper level of the Student Center and offers burgers, sandwiches, and a variety of snacks and beverages.

Monday - Thursday 7:00 am - 10:00 pm
Friday 7:00 am - 1:30 pm
No Weekends

Summer Hours:
Monday - Friday 7:00 am - 1:30 pm
No Weekends
Study Habits
The rule for studying is 2-3 hours for every hour in class. Therefore, if your student is taking 15 credit hours, they should anticipate studying outside of class up to 30-45 hours. Being a college student is a full-time job. As a parent or family member, you can support your student by encouraging appropriate study habits. First-year students often underestimate the amount of study time required, good study habits, and time management.

Drug and Alcohol Policy
Northeast Community College is a drug/alcohol free campus. A complete copy of Northeast’s policy is available electronically for students on their My Northeast account. It is also available in the Student Services Office and on the Northeast website. More than 40% of the academic problems students have today are alcohol related and 29% of college dropouts are due to alcohol.

Smoking and Tobacco Policy
The use or possession of tobacco and/or tobacco substitutes is not permitted on any College-owned property, in buildings, athletic facilities, programs, events, or any College-sponsored activities. This includes, but is not limited to, cigarettes, cigars, smokeless tobacco, and electronic smoking devices.

Cancellations or Postponements
When weather or other conditions necessitate the cancellation or postponement of daytime classes and services provided by Northeast Community College, a decision will be made before 6:00 a.m. If evening classes must be canceled, a decision will be made and announced by 3:00 p.m. For cancellation or postponement announcements, students may call (402) 371-2020 or (800) 348-9033, visit northeast.edu, KHWK cable TV, or listen to the local radio and television stations.

Reporting a Crime
Emergencies and/or criminal activity occurring on Northeast leased, rented, or owned property or at a Northeast-sponsored event, must be reported immediately to local emergency personnel by dialing 911. Follow-up communication should include contacting Security at (402) 841-5163 and the Vice President of Student Services office (402) 844-7272. Designated emergency personnel will respond to reports of criminal action or emergencies occurring on campus.

Recommended Reading
Throughout the different stages of raising your child, there have been books to help you along the way. Here are a few books to help you as you begin your journey into this next transition—the transition to college.

Almost Grown: Launching Your Child from High School to College, by Patricia Pasick
Don’t Tell Me What To Do, Just Send Money: The Essential Parenting Guide to the College Years, by Helen Johnson
Letting Go: A Parent’s Guide to Understanding the College Years, by Karen Levin Coburn and Madge Lawrence Teeger
The Launching Years: Strategies for Parenting from Senior Year to College Life, by Laura Kastner and Jennifer Wyatt
You’re On Your Own, But I’m Here if You Need Me: Mentoring Your Child During the College Years, by Marjorie Savage
When Your Kid Goes to College: A Parent’s Survival Guide, by Carol Barkin

Financial Aid, Tuition, Billing, and Refunds
Financial Aid Office
Students can learn about potential funding sources, such as grants, loans, work-study, and scholarships through the Financial Aid Office. Phone: (402) 844-7285; Address: Norfolk Campus College Welcome Center 801 East Benjamin Ave, Norfolk, NE 68702; Web: northeast.edu/Financial-Aid-and-Scholarships/

Responsibilities include:
- Processing applications for financial aid
- Determining eligibility for financial aid awards
- Disbursing financial aid to student tuition accounts
- Adjusting financial aid awards when needed

FAFSA Completion Days
Staff from Northeast’s Financial Aid Office offer one-on-one assistance in completing the FAFSA for students planning to attend Northeast. At Northeast Community College in Norfolk, assistance will be offered on Fridays from 1:00 - 4:00 pm in the College Welcome Center. No appointment is necessary. During these sessions, students and their parents receive help...
in completing the FAFSA on the web. A PIN (obtained at www.pin.ed.gov), completed 2015 federal tax returns, and W-2's for both the parent(s) and the student are required. A computer lab is available for students to use to complete the FAFSA with a counselor's assistance. For sessions at one of Northeast’s Extended Campus locations please contact your local Extended Campus or Regional Office.

Registrar's Office
The Registrar's Office manages student records, course information, graduation information, diplomas, student privacy rights and student veteran services. Phone: (402) 844-7265; Address: Norfolk Campus College Welcome Center 801 East Benjamin Ave, Norfolk, NE 68702; Web: northeast.edu/Records-and-Registration/

Responsibilities include:
• Providing students with official transcripts
• Processing enrollment and degree verifications
• Offering course enrollment assistance
• Determining residence for tuition purposes
• Answering questions regarding the release and withholding of private information under the Family Educational Rights and Privacy Act (FERPA)
• Administering student veteran's educational benefits

Residence for Tuition Purposes
To be eligible for Nebraska, Iowa, or South Dakota resident tuition at Northeast, students must establish residency according to Nebraska statutes. For more information, contact the Dean of Enrollment Management. Phone: (402) 844-7733

Course Drop/Withdrawal and Tuition Cost Adjustments
The date a course is dropped determines eligibility for a tuition cost adjustment. For more information about drop deadlines and course adjustments, visit https://ssb.northeast.edu/WebCashier.html. Be aware that dropping hours may affect financial aid, housing eligibility, and/or veteran benefits. If a student has received financial aid, a tuition refund will be used to restore amounts to the aid programs involved. All educational costs incurred up to the time of withdrawal will be considered in determining any additional overpayment of aid. Financial aid repayment is established according to federal regulations pertaining to federal student aid. Visit northeast.edu/Records-and-Registration/

Interest–Free Monthly Payment Plan
To help students meet their educational expenses, Northeast Community College offers Nelnet Business Solutions (NBS) as a convenient budget payment plan. This is not a loan program and there is no interest or finance charges. Students are charged a $25 non-refundable enrollment fee each semester they are enrolled in the program. To budget tuition and fees with the NBS payment plan, students or parents may have payments transferred from a bank account or automatically charged to a credit card on the fifth day of each month. Contact an Accounts Receivable Specialist for more information about the NBS payment plan. Phone: (402) 844-7001; Address: Norfolk Campus College Welcome Center 801 East Benjamin Ave, Norfolk, NE 68702; Web: http://www.northeast.edu/Pay-My-Bill/NBS-Payment-Plan.aspx

Veteran Benefits
Northeast Community College is approved by the Veterans Administration (VA) as a training facility for eligible veterans, service members, reservists, child and widow/widowers of veterans. The Northeast Community College Registrar’s Office collects and processes all required VA documentation. Phone: (402) 844-7230; Web: northeast.edu/Records-and-Registration/Veterans/; E-mail: karenh@northeast.edu

Student Account and Payment Procedures
Your student’s account balance is available through their My Northeast account. Students log-on using their ID and PIN to view and print their billing information. Classes are not guaranteed until the student pays all tuition and fees or makes arrangements for payment. Nonpayment of tuition and fees by the due date may result in late payment fees and/or withdrawal from classes for the term.

Pay in Person
Pay with cash or check at Accounts Receivable Services, during office hours, 8:00 a.m.-5 p.m., weekdays
• Checks can be placed in the drop box located at Accounts Receivable Services after hours in Norfolk for payments made after hours.

Pay online or via telephone
• Payments may be made online using a credit card (MasterCard, Visa, or Discover) or via telephone by contacting Accounts Receivable Services
• Any credit card payment made via telephone will not be reflected on the student’s account until the next business day.

Pay by Mail
• Students may send their payment by mail. Students who choose to mail their payment of tuition and fees should allow sufficient time for their payment to reach Accounts Receivable Services by the due date.
Costs for meals not covered by the meal plan, personal expenses, and transportation must be added to these basic costs. Northeast ensures an education that is second to none. We also do not charge more for online classes, another example of the value Northeast offers.

### 2014-2015 Tuition and Fees
*(based on 30 credit hours in two semesters)*

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<th>Nebraska Resident</th>
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Costs for meals not covered by the meal plan, personal expenses, and transportation must be added to these basic costs. Northeast ensures an education that is second to none. We also do not charge more for online classes, another example of the value Northeast offers.

### Financial Aid (Loans, Grants, Scholarships) Disbursement
Students who have been approved for financial aid by the Financial Aid Office will see estimated aid on their statements. The student must complete a one-time master promissory note and loan counseling at Northeast before estimated loans are actually processed. If the tuition, fees, room, and board charges exceed the amount of any estimated aid, the balance is due immediately and payable no later than the first day of the term. If the estimated aid equals or exceeds the tuition and fee charges, the student will not be required to make a payment at that time. If there is a change in the student’s financial aid status, payment for any balance is due the first day of the term. All costs are paid one term at a time.

If the Financial Aid Office has not received the required paperwork early enough to complete his or her financial aid award (tuition waiver, PELL, SEOG, NOG, Stafford Loans, scholarships, room, or board waiver), he or she must be prepared to pay the balance due from other means by the due date. If a student is receiving more financial aid than is required to cover tuition, fees, and other institutional charges, the student may charge books to the student’s account through the first week of classes only. Books may not be charged prior to the Friday before the first day of the semester and not after the first week of the semester. All financial aid, scholarships, and loans which are ready for distribution will be credited to student accounts at the beginning of each term. Financial aid in excess of tuition, fees, books, room, and board charges will be refunded to students within 14 days after the start of the semester.

### Tuition Account Refunds
If a student withdraws, tuition and fees will be refunded according to the refund schedule. If the student was receiving federal financial aid, a Return to Title IV Funds calculation will be completed. Aid paid from other sources will be returned to those sources as agreements determine. All remaining credit balance refunds may be paid to the student by check, credit card, or the student may sign up for Direct Deposit to have funds deposited directly into a checking or savings account. Refunds are generally issued within two or three weeks from the date the Withdrawal Form is received.
Student Privacy Rights

Student Privacy Rights (FERPA)
FERPA (Family Educational Rights and Privacy Act) is a federal law that governs the privacy of student educational records, access to those records, and disclosure of information from them. Public directory information that can be released without the student’s written consent includes name, postal addresses, telephone number, e-mail addresses, date of birth, etc. A student has the right to restrict the release of his/her public directory information by placing a FERPA restriction on that data. Prior to enacting a restriction, a student should carefully consider how the decision may affect him or her in unexpected ways. Students wishing to restrict some or all directory information should complete a Request to Prevent Disclosure of Directory Information in the Student Services Office in the College Welcome Center room 1230.

Parents and/or guardians do not have access to students educational records without the student’s written consent. Northeast encourages parents to talk with their students about grades, classes, balances on food accounts, and other private information. Northeast school officials must protect the privacy of student educational records and shall not disclose personally identifiable information about a student or permit inspection of the student’s records without his/her written consent unless such action is permitted by FERPA. Students can authorize the release of their student educational records to employers or others with written consent.

Questions about student privacy and FERPA should be directed to the Registrar’s Office. Phone: (402) 844-7268; Address: Norfolk Campus College Welcome Center 801 East Benjamin Ave, Norfolk, NE 68702; Web: northeast.edu/Student-Rights-and-Responsibilities/FERPA.aspx.
The First-Year Experience

Roommate Conflict

It's completely normal for conflict to develop between roommates, as both students may be sharing a room for the first time, perhaps with someone who is quite different from himself or herself. Most students are able to work things out when they discuss issues directly with one another.

As a parent, you can support your student through this process by referring him or her to resources provided by Residence Life, rather than getting directly involved yourself. If the roommates cannot work things out themselves, encourage your student to contact his or her RA/SA. An important role of RA/SA is to help students create a comfortable living situation. They are trained in conflict resolution and are available to discuss roommate conflicts privately with your student and his/her roommate to find a compromise. If no negotiation is possible, the RA/SA will then contact the appropriate staff within Housing to seek further solutions to the situation.

What is the Role of the RA/SA?

Resident Assistants and Student Assistants are student mentors who live in the halls and work with residents on each floor to build a strong community, to assist students with solving problems, and to help students get connected on campus. Encourage your student to get to know his or her RA/SA.

Homesickness: Should I Be Worried?

- Homesickness is normal! As with any major transition period, students will have their ups and downs. Many students feel homesick at one time or another during their first year. Here are some suggestions for ways you can be supportive.
- Reassure your student that this is NORMAL. Remember, this is a major life transition, which is not often easy.
- Continue to listen with an open mind and be reassuring. Let your student know that you believe he or she will succeed. Use the information you learned at New Student Registration to refer your student back to on-campus resources and services that can help.
- Keep encouraging your student to make friends. For some students, it may be better to look around for other students who are alone and strike up a conversation. For others, it is better to connect with a group of students. If the first person is not someone he or she connects with, the second or third might be.
- Encourage your student to attend events and join organizations. There are more than 45 student organizations at Northeast. Students should continue doing things they love—the activities that have contributed to their success in getting to this point—as well as try new things. Volunteering or getting a job are also great ways to connect with other students and learn outside of the classroom.
- The College Counseling Office is an excellent, confidential resource for students who are homesick.
- For assistance with urgent mental health concerns, 24-hour crisis intervention services are available at (888) 370-7003. The CARE Line is a program of Behavioral Health Specialists, Inc.
- Encourage your student to talk to his or her Resident Assistant or Student Assistant. RA/SA’s are trained and experienced in supporting students who are homesick. They also have access to resources and people who can help.

Advice for Parents and Families

Be prepared for your student’s and your own conflicting emotions as the day of departure approaches. Discomfort is part of the process. Talk with your student about academic expectations and encourage him/her to set goals. Make a financial plan and openly discuss payment/spending expectations. Talk about how often you plan to communicate with each other. Discuss the use of alcohol and other personal choices your student will be making. Encourage responsibility, but know you cannot control what happens.

Conversation Starters

- What are you most looking forward to about attending Northeast?
- What are you most nervous about?
- What plans do you have for saying goodbye to friends who are staying home or going to other schools?
- What plans do you have to stay in touch?

Northeast New Student Timeline

Late Summer

The weeks leading up to the start of classes can be filled with anxiety and anticipation. Students may be wondering if they will like it at Northeast. Will they like their roommates? Will they make friends? Will they be able to succeed in their classes? What will happen to their relationships with high school friends and family members?

August/September

As students move to campus and begin classes, they are faced with new opportunities to make their own choices and experience new freedoms. Feelings of homesickness and the desire for frequent contact with family are common (see the information box for ways to be supportive of a homesick student). Students are also getting to know their roommates, making new friends on campus, and finding their way around. This tends to be a time when students incur a lot of expenses for items such as textbooks, school supplies, and room decorations/furnishings.

Advice for Parents and Families

Remember that you are now transitioning into being a coach and mentor to your student. Listen with an open mind and be supportive. Encourage your student to attend campus welcome activities and meet new friends. Ask about classes, friends, and opportunities for involvement.

Conversation Starters

- What is your roommate like?
- Which classes seem most interesting to you?
- Have you found a good place to study?
- What events have you attended?
- Is the amount of money we agreed upon working out?
- Are any of your classes harder than you expected? How are you managing them?
October/November

Classes are in full swing, and students are beginning to get feedback on their progress. Some will experience shock at the amount of work they have for their classes and may struggle with managing their time. Others will be disappointed about grades on their first exams or papers. Roommate conflicts may also flare up at this time after the initial "honeymoon" phase is over (see the section on how to be supportive during roommate conflict). In addition, course enrollment for spring is quickly approaching, and students will be making plans with their academic advisors. Many students are already discussing their housing plans for next year. Of course, life will still continue at home, and students will want to stay informed about what's going on with their families. Students tend to adjust to dorm life around month three.

Advice for Parents and Families
To be reassuring to your student, express confidence that he or she can succeed in this environment. Have two-way conversations: let your student know what's going on at home and don't make any major changes without talking about it first (moving, vacations, remodeling his or her room, etc.). Talk about study skills and time management, and refer to campus resources. Encourage your student to form relationships with his or her instructors for help and consult with an academic advisor when selecting next semester's classes.

December

As final exams approach, students may feel more stress about academics. This, combined with the onset of winter weather in Nebraska, can leave some students feeling run down. While they may be excited for the semester to end, some students are also disappointed about missing holiday preparations at home.

Advice for Parents and Families
Sending a care package that includes healthy snacks, cold remedies, and favorite holiday items from home can go a long way to boosting your student's spirits and his or her immunity to illness. Discuss plans for holiday break, including vacation time, working, or doing work for classes. Understand that planning for the holidays is not the same without everyone present.

Conversation Starters
- What are you doing to stay well during finals week?
- Which exams are you most concerned about?
- What could I send you to make you feel better?
- What do you want to do at home during your break?

Holiday Break

With final exams finished, many students return home for holiday break, and there may be concerns about how they will adjust to routines at home. For many, holiday break is an opportunity to catch up on sleep and reconnect with friends they haven't seen in months. They will also begin to receive their first-semester grades and experience joy, disappointment, or relief.

Advice for Parents and Families
Conversations about expectations and schedules before and after your student returns home can help ease the transition for all family members.

Conversation Starters
- Let's talk about how the rules will change for you when you are home, now that you are a college student.
- What was the best part of your first semester in college?
- What would you do differently?
- What classes are you taking next semester?
- Have you thought about where you are going to live next year?

January/February

Students should strive to return from holiday break with renewed energy for the semester ahead. This is a typical time for students to reassess their time-management strategies and turn over a new leaf, if necessary. Students may also engage in more exploration about their majors or careers, changing their minds or solidifying previous choices. Also, students begin thinking about spring break, including making plans for travel, work, or catching up on coursework.

Advice for Parents and Families
The house is empty again—it's a roller coaster ride! You might feel some anxiety about your student's grades. This is a good time to review or revise budgets based on a semester's worth of experience. Also ask what changes might need to occur to ensure academic success. Encourage spring/winter break safety. Inquire about taxes and the FAFSA, and, if you haven't done so already, talk with your student about plans for living arrangements next year. (College Housing intent to live on-campus forms are due in March.)

Conversation Starters
- What do you like about your new classes?
- Are you doing anything differently with your studying this semester?
- Have you decided what you are doing for winter break or spring break?
- Tell me about your good friends on campus.
- Have you decided where to live next year?
The First-Year Experience

March/April/May

Winter and spring break comes and goes, and many students start making plans for the summer, all in the midst of another set of midterms. Most students feel more confident with their time-management skills and experience less stress with their exams this time around. They will also be enrolling in classes for the fall and considering options for the summer. Some students will have mixed feelings about leaving Northeast for the summer, and others will decide to stay to take classes and/or pursue summer work opportunities. As the spring semester ends, you are likely to be amazed at the changes in your student and all that he or she has accomplished this year.

Advice for Parents and Families

With a year under your student’s belt, this is a good time to check in about credit card use. Talk about any changes that should be made for academic success. Ask your student whether taking a summer course might be part of a strategy to stay on track for graduation or a chance to focus on a challenging course. Think about your own plans for the summer. If your student is returning home, discuss expectations regarding rules and responsibilities for the summer, as well as expectations for earning money and saving for the upcoming year. To help with this transition, see the box titled “Coming Home for the Summer.”

Conversation Starters

• What value could taking a summer course provide?
• Have you discussed summer courses with your advisor?
• What courses are you taking next year? Are you starting to narrow in on a possible program of study?
• What are you looking forward to about your living arrangements for next year?
• How do you think you have changed this year?
• What do you wish you had done differently in your first year of college?
• I am so proud of everything you have learned and accomplished this year!

Summary of Advice for Families

Change is exciting and can also be stressful. Be prepared for your student’s—and your own—conflicting emotions during this time of transition. Discomfort is a normal part of the process.

• Express your confidence that your student will be able to successfully navigate this new environment. By serving more as a coach than a problem solver, you will help your student develop this ability.
• Talk with your student about how often you will communicate by phone, letter, email, or text message. Discuss the frequency of visits home and family visits to campus, and be aware that these tend to change each semester.
• Talk with your student about expectations regarding academics, major choice, and careers. Encourage your student to set his or her own academic goals. Be aware that the college learning environment is very different from high school, and students may not immediately earn the same superior grades as they did previously.
• Make a financial plan and talk about how your son or daughter intends to pay for expenses. Discuss payment/spending/employment options.
• Discuss the use of alcohol and other personal choices that your student will be making. Encourage responsibility, but know that you cannot control everything that happens.
• Acknowledge that college is a time for students to try new things and meet people who might be different from them in a variety of ways. Be supportive as your student engages in new activities and moves outside his or her previous comfort zone.
• Inform your student about major changes at home (moving, remodeling his or her room, etc.).
• Help your student stay connected to activities at home. Acknowledge that your student may be sad about missing family birthdays, holidays, and community events. Find creative ways to keep him or her involved and informed.
• Send care packages with notes from home, practical items, or treats to share with roommates and friends. These are especially welcome during more stressful times of the semester.

Coming Home for the Summer

When your student comes home for the summer after freshman year at college, life will be different from what it was before. Although that seems obvious, without giving it some prior thought, misunderstandings and conflicts can arise when your student seems to be following a script that is different from yours.

Living away from home for a school year is a life-changing event, and your student will be comfortable with and used to independence, especially coming and going without checking in with anybody. That could be an area of conflict if you expect a phone call to let you know when your student will be home.

On the other hand, you may be anticipating newfound maturity and independence, and be disappointed to find the kitchen sink filled with dirty dishes, laundry left for you to do, and the gas tank on empty when you need the car. It can be daunting to realize that even though your student is now technically an adult, your role as a mentor and coach is still in play. In the process of launching him or her as an independent adult, you will need to continue reinventing just what that role is.

You also may think you know your student’s interests and identity, but you could find that he or she has made some major changes without discussing those changes with you. The young woman who was set on being a veterinarian may now want to study history, and she may also refuse to participate in the family religion. The young man who was adamantly opposed to an earring may have come home with a tattoo or a nose ring.

There may be some emotional and rocky times during the summer, but your lives will be enriched if mutual respect and listening are the guides you and your student establish for staying connected with each other.
Take a tour of the Elkhorn Valley Museum and Research Center. Whether you’re a Johnny Carson fan, interested in history, or just want something different to do plan on spending a few hours here. Home to the Johnny Carson exhibit, this museum also has a working one room school house, the restored first home of Norfolk, a Children’s Discovery Zone, the Square Turn Tractor, research center and a birding library that will take your breath away. The staff at Elkhorn Valley Museum will welcome you with open arms.

Experience Downtown Norfolk. Come and experience a true historic downtown atmosphere…a business district where people smile, take life a little slower, and ask total strangers how their day is going (and then actually listen to the answer!). With dozens of eclectic shops, dining, and service-oriented businesses, you will undoubtedly find what you’re looking for. These original, independent shops run the gamut of merchandise and services, offering personal attention as well as high-quality and unique items. Downtown runs along Norfolk Avenue between 1st and 8th streets.

Get a breath of fresh air while strolling or biking at Skyview Lake. Or enjoy fishing, frisbee golf or playing at the playground. You’ll experience beautiful views of nature.

Experience nature by visiting TaHaZouka Park. It is located in a scenic and heavily shaded area between the Elkhorn River and a large lagoon. This park consists of 180.3 acres along the Elkhorn River. There are 4 rental cabins, picnic shelters, sand volleyball courts, multiple playground areas, softball fields, picnic tables, barbeque grills, canoe access to the Elkhorn River, fishing opportunities at the river and the lagoon (there is a handicapped fishing platform along the lagoon) and a public campground located between the river and the lagoon. A new off-leash dog recreation area and the rail head to the Trail are also available for the public to use. Another new addition is the lighted and fenced 24 court horseshoe court complex that is sanctioned for championship play and a 19 hole river run disc golf course.

Soak in some art at the Norfolk Arts Center. The Norfolk Arts Center is a non-profit community organization dedicated to cultivating an appreciation of the arts in all forms for the people of northeast Nebraska. To this end they present visual arts exhibits, host musical and theatre performances, and offer arts classes.

Visit Willow Creek Recreation Area. Willow Creek, one 1/2 miles SW of Pierce, has 1,633 acres with a 700-acre lake. Facilities include: camping pads, picnic tables & shelters, fire grates, accessible fishing pier, archery field course, unsupervised swimming, two playgrounds and an 8-mile hiking/horseback trail around the lake. Seven rock jetties provide some fine fishing access. There is a designated swimming beach, but swimming is unsupervised. Since there are no lifeguards, swimmers should use care and swim with a companion.

Try a game of bowling or catch a movie at Kings Lanes Bowling Alley and Norfolk 7 Theater.

Listen to live music at Divots SandBar. Play miniature golf or hit balls on the driving range. Divots has two restaurants, sand volleyball and a summer concert series. Ice skating is available during the winter season.

For a complete list of events, accommodations, and restaurants, visit the Norfolk Area Visitors Bureau at http://new.visitnorfolkne.com/
Important Contacts

Advising and Academic Support Center ................................................................. (402) 844-7125 amandae@northeast.edu
Tutoring and Writers’ Clinic
Admissions (name, address, telephone, or advisor change) ........................................ (402) 844-7260 admission@northeast.edu
Alumni .................................................................................................................. (402) 844-7065 alumni@northeast.edu
Athletics/Booster Club .......................................................................................... (402) 844-7272 pam@northeast.edu
Accounts Receivable Services ................................................................................ (402) 844-7001 terrh@northeast.edu
Career Services .................................................................................................... (402) 844-7263
College Center (South Sioux City) .......................................................................... (402) 241-6400
College Store ........................................................................................................ 844-7140 bookstore@northeast.edu
College Welcome Center Receptionist (lost & found, parking permit, student ID) .......... (402) 844-7719 receptionist@northeast.edu
Counseling (personal counseling) ........................................................................ (402) 844-7277 or (402) 844-7272 stephanie@northeast.edu
Dean of Student Life ............................................................................................. (402) 844-7722 stephen@northeast.edu
Director of Student Conduct .................................................................................. (402) 844-7258 maureen@northeast.edu
Disability Services .................................................................................................. (402) 844-7343 mary@northeast.edu
Financial Aid/Scholarships (grants, loans, and work-study) ....................................... (402) 844-7285 finaid@northeast.edu
Food Service ......................................................................................................... (402) 844-7165 mark.bonk@compass-usa.com
Graduation (Registrar) .......................................................................................... (402) 844-7730 registrar@northeast.edu
Health Services (student) ...................................................................................... (402) 844-7176 glhupp@fhhs.org
Housing (housing information, on- or off-campus) .................................................. (402) 844-7150 housing@northeast.edu
International Academic Programs (study abroad) .................................................... (402) 844-7347
International Student Services .............................................................................. (402) 844-7370 intladmissions@northeast.edu
Intramural Sports .................................................................................................... (402) 844-7323
Library Resource Center ......................................................................................... (402) 844-7130 librarian@northeast.edu
Madison County Convention and Visitors Bureau .................................................... (888) 371-2932 www.visitnorfolkne.com
New Beginnings (single parents and non-traditional students) .................................. (402) 844-7275 brandi@northeast.edu
O’Neill Extended Campus ....................................................................................... (402) 336-3590 meri@northeast.edu
Online Advisor ....................................................................................................... (402) 844-7715 onlineadvisor@northeast.edu
President/Board of Governors ............................................................................. (402) 844-7055 diane@northeast.edu
Registrar (records, transcripts, add/drop class) ...................................................... (402) 844-7265 registrar@northeast.edu
Residence Life ....................................................................................................... (402) 844-7151 pete@northeast.edu
Sioux City Night Patrol (non-emergency) ............................................................... (402) 847-5163 brandon@northeast.edu
Student Accounts .................................................................................................. (402) 844-7013
Student Activities .................................................................................................. (402) 844-7159 studentactivities@northeast.edu
Student Services Division ...................................................................................... (402) 844-7272 pam@northeast.edu
Testing Center ....................................................................................................... (402) 844-7281 kathys@northeast.edu
Transitional Skills ................................................................................................... (402) 844-7346 or (402) 844-7378
The Service Center (technology services and support, My Northeast) ......................... (402) 844-4357 help@northeast.edu
Veterans Benefits .................................................................................................. (402) 844-7730 karenh@northeast.edu
Vice President of Student Services (student grievances) ........................................... (402) 844-7273 karens@northeast.edu
West Point Extended Campus ............................................................................... (402) 372-2269 terry@northeast.edu
Northeast Community College is dedicated to the success of students and the region it serves.