

BLACKFEET COMMUNITY COLLEGE

AMS-SKA-PI PII-KA-NI

OHM-KII-TA-SKI-NII-MATS-TOH-KIOP

2012-14 STUDENT HANDBOOK

Blackfeet Community College

Student Handbook 2012-2014

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FALL 2012

Faculty Returns	August 13, 2012
Employee Orientation	August 16 & 17, 2012
New Student Orientation	August 20 & 21, 2012
Registration	August 22 - 31, 2012
First Day of Classes	August 27, 2012
Last Day to Register for Classes	August 31, 2012
BCC Closed - Labor Day Holiday	September 3, 2012
Last Day to Add for Cancelled Classes	September 10, 2012
Last Day to Drop a Class without a Grade	September 17, 2012
Days of the Blackfeet	September 24 - 27, 2012
BCC Closed - American Indian Heritage Days	September 28, 2012
Mid-Term Exams	October 15 - 19, 2012
BCC Closed - Veterans Holiday	November 12, 2012
Graduation Application Due	November 15, 2012
Spring Semester Pre-Registration	November 19 - 28, 2012
Thanksgiving Break	November 22 & 23, 2012
Last Day to Withdraw from Classes	November 30, 2012
Finals Week	December 10 - 13, 2012
Grades Due	December 14, 2012
BCC Closed - Christmas & New Years	Dec 24, 2012 - Jan 1, 2013

SPRING 2013

New Student Orientation	January 2 & 3, 2013
Registration	January 2 - 11, 2013
First Day of Classes	January 7, 2013
Last Day to Register for Classes	January 11, 2013
Graduation Application Due	January 15, 2013
BCC Closed - Martin Luther King Holiday	January 21, 2013
Last Day to Add for Cancelled Classes	January 22, 2013
Bear River Massacre Date	January 23, 2013
Last Day to Drop a Class without a Grade	January 29, 2013
BCC Closed - All Chiefs Day	February 18, 2013
FAFSA Priority Deadlines	March 1, 2013
Mid-Term Exams	March 11 - 15, 2013
Spring Break	March 27 - April 2, 2013
BCC Closed - Good Friday	March 29, 2013
BCC Closed - Easter Monday	April 1, 2013
Last Day to Withdraw from Classes	April 19, 2013
Finals Week	April 29 - May 2, 2013
Grades Due	May 3, 2013
Graduation	May 8, 2013
Last Day for Faculty	May 17, 2013

SUMMER 2013

1 st Summer Session	May 20 - June 28, 2013
BCC Closed - 1964 Flood Memorial	June 8, 2013
BCC Closed - Memorial Day	May 27, 2013
2 nd Summer Session	July 1 - August 9, 2013
BCC Closed - 4 th of July Holiday	July 4, 2013
BCC Closed - North American Indian Days	July 11 - 14, 2013
Full Session	May 20 - August 9, 2013

FALL 2013

Faculty Returns	August 12, 2013
Employee Orientation	August 15 & 16, 2013
New Student Orientation	August 19 & 20, 2013
Registration	August 21 - 30, 2013
First Day of Classes	August 26, 2013
Last Day to Register for Classes	August 30, 2013
BCC Closed - Labor Day Holiday	September 2, 2013
Last Day to Add for Cancelled Classes	September 9, 2013
Last Day to Drop a Class without a Grade	September 16, 2013
Days of the Blackfeet	September 23 - 26, 2013
BCC Closed - American Indian Heritage Days	September 27, 2013
Mid-Term Exams	October 14 - 18, 2013
BCC Closed - Veterans Holiday	November 11, 2013
Graduation Application Due	November 15, 2013
Spring Semester Pre-Registration	November 18 - 27, 2013
Last Day to Withdraw from Classes	November 27, 2013
Thanksgiving Break	November 28 & 29, 2013
Finals Week	December 9 - 12, 2013
Grades Due	December 13, 2013
BCC Closed - Christmas & New Years	Dec 23, 2013 - Jan 1, 2014

SPRING 2014

New Student Orientation	January 2 & 3, 2014
Registration	January 2 - 10, 2014
First Day of Classes	January 8, 2014
Last Day to Register for Classes	January 10, 2014
Graduation Application Due	January 15, 2014
BCC Closed - Martin Luther King Holiday	January 20, 2014
Last Day to Add for Cancelled Classes	January 22, 2014
Bear River Massacre Date	January 23, 2014
Last Day to Drop a Class without a Grade	January 29, 2014
BCC Closed - All Chiefs Day	February 17, 2014
FAFSA Priority Deadlines	March 1, 2014
Mid-Term Exams	March 10 - 14, 2014
Spring Break	March 17 - 21, 2014
BCC Closed - Good Friday	April 18, 2014
BCC Closed - Easter Monday	April 21, 2014
Last Day to Withdraw from Classes	April 25, 2014
Finals Week	May 1 - 7, 2014
Grades Due	May 9, 2014
Graduation	May 14, 2014
Last Day for Faculty	May 16, 2014

SUMMER 2014

1 st Summer Session	May 19 - June 27, 2014
BCC Closed - 1964 Flood Memorial	June 8, 2014
BCC Closed - Memorial Day	May 26, 2014
2 nd Summer Session	June 30 - August 1, 2014
BCC Closed - 4 th of July Holiday	July 4, 2014
BCC Closed - North American Indian Days	July 10 - 13, 2014
Full Session	May 19 - August 1, 2014



OKI, MII KIM MOH TSI (*Hello, my friends*)

Blackfeet Community College welcomes our new and returning students. Blackfeet Community College extends its heartfelt wishes for success to each and every student on your academic endeavors here at BCC. We hope your years here will be successful and a rewarding adventure! We as staff and faculty at BCC are here to serve you. Please feel free to ask for help, and to utilize our facilities.

This BCC Handbook has been designed to help you make the best of your college experience. It is important for you as a BCC student to familiarize yourself with campus rules and regulations. This booklet provides an overview of the rules and regulations governing your behavior at BCC. Regulations make it possible for students to learn together and function in an orderly way, protecting the rights of BCC while respecting the rights of each individual. You should be able to carry on your daily business safely, peacefully, and productively while you are here; these rules and regulations have been designed to accomplish that goal.

Vision Statement

It is the vision of the Blackfeet Community College (BCC) to strengthen and enrich our Blackfeet Nation and universal community through quality education integrating the Nii-tsi-ta-pi World of Knowledge.

Mission Statement

The purpose of Blackfeet Community College is to provide the Blackfeet Nation and our "Universal Community" access to quality educational programs that prepare students for achievement in higher education, meaningful employment, basic skills instruction, and community education, while integrating the Blackfeet culture and language.

Mission Statement Goals

Access – providing access to all members of the community's service district who desire education and training enabling them to pursue life-long educational opportunities.

- Achievement in higher education – providing opportunity for students to earn academic degrees and supporting their transfer to upper division higher education institutions.
- Meaningful employment – providing opportunity for students to earn degrees and certificates that would qualify them to gain meaningful employment.
- Basic skills – providing students with programs and courses that will increase their likelihood of academic success.
- Continuing education – providing the community with courses and programs that enrich community life and support life-long education.
- Integrating Blackfeet culture and language – providing programs and courses that sustain the past and promote the vitality of the Blackfeet Nation's future.

Facilities

Blackfeet Community College is located in fourteen buildings, which house the Administration, Bookstore, Business Office, Student Success Center Academic Affairs, Library, Vocational Education and Title III departments, classrooms and various college programs.

The Plant Maintenance personnel are responsible for maintaining campus buildings and grounds with concerns for safety and security. Regular facilities inspections are made to ensure prompt repairs involving safety and security considerations. Students and staff should report any potential safety or security hazards to Plant Maintenance personnel, 406-338-5441 ext. 2790 or the Administration Office, ext. 2203

Bookstore

The BCC Bookstore is located in the Beaver Painted Lodge. Textbooks, school supplies, art supplies, miscellaneous books, and a full array of Native American Studies books are available for students, staff and the community. Jackets, T-shirts, book bags, and CD's and tapes are also available. The Bookstore hours are 8:30 am to 3:30 pm daily, Monday through Friday 406-338-5441, ext. 2217

Campus Security

Campus security at Blackfeet Community College is coordinated through the local police for services relating to crime reports and investigations, campus emergencies, traffic accidents and the enforcement of institutional regulations regarding alcohol consumption, controlled substances, weapons possession and other incidents requiring security assistance. Campus Security 406-338-7521 or 911.

An incident report must be filed with the Human Resource Director if any security issues should arise. The Annual Campus Safety & Security Survey is available in the Human Resource Office or on the website: www.bfcc.edu.

Learning Center

Academic Enrichment Services Center Learning Center offers a variety of services to BCC students. Individualized tutoring in most courses offered at the College. In addition, there is group tutoring sessions for selected courses as part of our Supplemental Instruction program (SI). Students can gain help in developing study skills with a tutor or on their own. The AESLC has a large collection of study material available for students to utilize.

Academic Help

If you are experiencing difficulties in class, begin by talking to your instructor(s). All instructors post their office hours and are available during those times for your convenience. Tutors are available in the learning center. Also, please feel free to stop in the Student Success Center anytime for support services.

Library

The Blackfeet Community College Library supports both the academic and research needs of students and faculty of the college and the community at large. The library currently has a collection of over 10,000 volumes; 120 periodical subscriptions, 100 videos and a rapidly growing photograph collection and growing historical archives. 406-338-5441, ext. 2700.

BCC Student Senate

All Blackfeet Community College students are members of the BCC Student Senate a portion of student registration fees are allocated to the BCC Senate budget to assist students in meeting their social and educational needs.

Election of Student Senate officers is held each Fall semester for all full-time students enrolled at Blackfeet Community College. The elections will take place during the first month of attendance. The BCC Senate President serves on the Blackfeet Community College Board of Trustees for a term of one-year including the summer of that academic year. The student who is elected President must be currently enrolled full-time and maintain a 2.00 Grade Point Average (GPA) during the one-year term. The other elected seats (Vice-President, Treasurer, Secretary, and Student Representative) must serve a term of 2 semesters (Fall & Spring) of the academic year, and they must be a full-time student and maintain a GPA of 2.00 during their elected term. An advisor appointed through the Dean of Student Services Office advises the BCC Student Senate.

The Blackfeet Community College Student Senate members serve as the student governing body, advising student grievances, maintaining a clean environment in the Student Commons area, creating extra-curricular activities for the student body, sponsoring social and academic clubs.

The Blackfeet Community College Student Senate members College meets twice a month to coordinate student activities. Students who want to become more involved in Blackfeet Community College should attend the scheduled student senate meetings and volunteer for committee work to enhance Blackfeet Community College social and academic activities on campus as well as in the community. Students may join any club of interest or work with student senate to start a project that will improve the college's functions, academic materials, and environment. Please contact the Student Senate officers or the Student Services Counselor at: P.O. Box 819, Browning, Montana 59417-0819 or call Student Services at (406) 338-5421, ext. 2236.

Student activities

Students are encouraged to become involved in the following activities: are Indian Club, Intramural Activities, American Indian Higher Education Consortium (AIHEC), American Indians in Science and Engineering Society (AISES) American Indian Business Leaders (AIBL) and Rodeo Club. If you are interested in starting a new club see the Student Senate officers for assistance.

BCC Student Athletes

It is important to note that due to the high visibility and increasing public scrutiny of all athletic programs, student-athletes are expected to meet higher standards of educational excellence as well as personal conduct and appearance.

Each Student Athlete Shall Be officially enrolled in a minimum of twelve (12) semester credit hours during each semester they are in attendance at BCC, and must meet all academic responsibilities including attending class regularly, turning in assignments, interacting appropriately with faculty and staff, meeting with college and faculty advisors and making a commitment to academic integrity to ensure their placement on the athletic field.

Athletic Eligibility

A student-athlete will be eligible to represent BCC provided he or she meets the provisions as set out in the Student-Athlete Conduct Handbook, for a copy see the Director of Student Activities. 406-338-5421, ext. 2234

Academic Probation/Suspension

If a student falls below a minimum grade point average (GPA) of 2.00 for 12 credit hours, he/she will receive a letter of their probationary status or suspension. Probationary status must be removed by the end of the next regular semester or the student will be subject to the Suspension Policy. Any student with more than one-half of the courses attempted showing a "W" in three sequential semesters will be subject to the Suspension Policy. Questions please call Registrars Office 406-338-5421, ext. 2248

Satisfactory Academic Progress

The term "in good academic standing" or "satisfactory academic progress" means a student, who is enrolled with 12 credits, is maintaining a 2.00 GPA (a letter grade of "C" or better), advancing toward their program of study and who's attendance is above average in all classes. Students must maintain SAP, and have not exceeded the credit cap to be eligible for a PELL Grant, scholarships, etc.

Class Attendance Policy

Students are required to attend class regularly. If a student must be absent, it is the student's responsibility to make up assignments and notify the instructor. It is also the student's responsibility to track their own absences. Students that have not attended class by last day to withdraw will be instructor withdrawn. Students may withdraw from a course and receive a grade of "W" at any time until the designated withdraw date for the semester. It is the student's responsibilities to follow the colleges drop/withdraw procedure to withdraw from the class successfully. Failure to attend a class will not automatically result in a "W" on the student's transcript; students must complete a withdrawal form. Please refer to page 10-1 in the 2012-2014 catalog on the attendance policy.

Student Orientation

New, transfer, and former Blackfeet Community College students returning after an absence of three years or more should attend student orientation; this benefits the students by providing information on admissions and registration procedures, academic advising, available campus services, and a guided tour of the Blackfeet Community College campus.

Admission Requirements

Anyone who is seventeen (17+) years of age and who can benefit from Blackfeet Community College's educational offerings and services can submit an application for admissions. Everyone is welcome without regard to race, color, sex, religion, national origin, veteran status, or disability.

All new, transfer and former students must have a complete student file before enrolling in classes at BCC. The following documentation is required before you can be admitted to Blackfeet Community College:

1. Application for admissions: A uniform BCC application may be picked up from the Admissions Office located in the Beaver Painted Lodge, BCC Campus. A one-time admission fee of \$30.00 will apply to new and transfer students. Or go to the website and access the student admission online application.
2. Certificate of Indian Blood: A CIB is documentation of enrollment in a federally recognized Indian Tribe. Applicants who are of first or second-generation descendent status must provide a certificate of descent for the parents/grandparents enrolled;

3. Immunization Record: Students born after December 31, 1956 must provide documentation of their immunization record showing a second Measles, Mumps, and Rubella shot;
4. Transcripts: Official high school transcript, GED transcript/certificate, issued by the state department of public instruction; An official copy of all transcripts from other post-secondary institutions previously attended.

Student Entrance Testing

New and transfer students with a 1.99 grade point average (GPA) or lower, and former Blackfeet Community College students returning after an absence of three years or more, are required to take the COMPASS Assessment & Placement Test before enrolling for courses at Blackfeet Community College. The results of this test are used to determine and recommend courses that are appropriate for that student's skill level. The results and suggestions will be given to the student prior to enrolling in courses. Blackfeet Community College offers courses in academic study skills, writing, math and similar courses, to enhance and encourage the student's success at Blackfeet Community College. Any questions please call Admissions Office 406-338-5421, ext. 2243.

New Student Orientation

New and transfer students are encouraged to attend orientation to become familiar with BCC campus and its functions and activities.

Transfer Students

Each student transferring to Blackfeet Community College from another post-secondary institution must complete an official application and submit all necessary documentation. See Admissions Office for complete details on transferring to BCC 406-338-5421.

Student Advisors

Advisors are available at Blackfeet Community College to assist students in their academic planning & decisions during semester registration to guide them through the process of registering and graduating from Blackfeet Community College.

Student Transcripts

A student may review their transcript with their advisor upon registering; it is the student's responsibility to report any changes of name, address, telephone number or other demographic information on their transcript.

Student Success Center

The Student Success Center will be a centralized location where all support staff are readily available to assist students. The Student Success Center (SSC) at Blackfeet Community College is a central place for students to find connections to all campus resources, programs and services. The Center is here to assist in developing a roadmap for success as students pursue personal and academic goals. SSC is the watchword that motivates staff and faculty, and it's used to inspire students who once were allowed to quietly fade away.

The Mission of the Student Success Center is to provide comprehensive programs and services designed to engage students and to connect them with the resources needed to achieve both academic and personal goals. Through the Student Success Center programs and services, students are empowered to develop the skills and abilities to make a positive adjustment within the campus community.

The Goals of the Student Success Center are:

- ✓ To assist students in becoming more independent, self-confident and efficient learners
- ✓ To improve the academic performance of all learners
- ✓ To promote student retention at the College and subsequent graduation
- ✓ To provide individualized and group assistance
- ✓ To offer resources to faculty concerned with improved student learning
- ✓ To provide a place where faculty can refer students who need assistance
- ✓ To provide help in developing study skills
- ✓ To work collaboratively with other college services

The Student Success Center will provide the following services:

- Compass Testing
- Accurate Course Placement
- Transfer Counseling
- Academic Advising
- Early Intervention System
- Tutoring Services
- College Readiness

The BCC Student Success Center is located in the heart of the Beaver Painted Lodge.

Graduation

Students who have completed all requirements for their program of study may participate in the May ceremony. All course requirements are outlined in the BCC Programs of Study section. Commencement exercises formally recognize students who have fulfilled the requirements for their program of study and/or a certificate.

The following requirements must be met for graduation:

A minimum cumulative grade of "C" must be earned in all courses required by the program of study and the general core requirement; a minimum cumulative grade point average of 2.00 is required.

A minimum of 30 credit hours must be earned at Blackfeet Community College

Financial Aid

The Financial Aid Office is located in the Beaver Painted Lodge building. The primary purpose of the Financial Aid Office at Blackfeet Community College is to provide advice and access to financial aid funding to students who would be unable to pursue their education without such help. Financial aid consists of federal, state, and local assistance provided to eligible students through the Office of Financial Aid in the form of grants, federal work-study, and scholarship aid to help pay the cost of attending college.

Financial Aid Application Procedures: All applicants for financial assistance must file the Free Application for Federal Aid (FAFSA) www.fafsa.gov. Application procedures and eligibility criteria are subject to change without notice. Students who will be applying for financial aid are urged to complete the necessary applications by March 1st. It is very important that timelines for the FAFSA application are followed in

order for a student to receive financial aid funding in a timely manner. Applications received after the priority date, which is the end of the second week of the second semester, will be processed and funded in the same order they are received. Students who do not have a complete student file in the Financial Aid Office by the end of the second week of the second semester will not be processed for payment on the first PELL disbursement. Each student applicant must also complete an institutional financial aid student data form and educational planner at the time of registration with their advisor. All forms are available in the Financial Aid Office. These completed forms need to be completed and returned to the Financial Aid Department by the student.

Verification Policies and Procedures: Verification is a process used to verify certain information on the FAFSA to ensure its accuracy. Some students are selected for verification by the U.S. Department of Education others are selected by the school. Usually only a certain percentage of students are selected for verification but the school can choose to do 100% verification. Main reasons a student can be selected, randomly, incomplete data, contradicting data or missing/estimated information is reported.

Selection for verification is indicated by an asterisk (*) following the Expected Family Contribution (EFC) on the student's Student Aid Report (SAR), and is also stated on the first page of the SAR. If a student's Student Aid Report (SAR) is chosen for verification, the following procedures will apply:

The BCC Financial Aid Office will notify the students selected for verification by letter within 30 days after receiving written notification, the student must respond to the BCC Financial Aid Office in a timely manner to assure receiving Pell Grant Funding.

Students will fill out a verification worksheet and submit IRS Transcript of Tax Return (contact: www.irs.gov or 1-800-908-9946) and copies of W-2s, and any other income verification including Child Support and SNAP Benefits.

Other documentation may be required to substantiate information provided on the application. If necessary, the Financial Aid Office will send a written request for the following information:

- Marriage certificate
- Social Security Card(s)
- Legal pleadings
- Proof of earnings (paycheck stubs)
- Proof of military living assistance
- TANF payments (print-outs showing 12 months)
- Divorce decree/Legal pleadings
- Evidence of paid medical bills
- Proof of Unemployment Compensation
- Social Security payments (Check copies)

Once all requested information is received, at least two weeks is required for application processing.

If the verification process changes the student's Expected Family Contribution (EFC), the Financial Aid Office will notify the student in writing and mail the student a new award letter upon receiving all information for verification.

Financial Over Awards

The Federal over-award regulations require colleges to take into account any funding resources when awarding or disbursing aid, this can require the college to reduce the size of the need (funds) based aid package whenever the student receives resources that exceed the student's financial need by \$300. So a student's funding sources may not exceed the student's cost of attendance (COA), any funding exceeding the individual student's COA will be returned to the funding agency. Exceptions are IHS scholarship recipients, who may sometimes exceed the cost of attendance, but the recipients are not awarded any campus-based funds. Pell Grant is an entitlement program.

Financial Aid Credit Cap

The maximum credit for a student to earn at BCC is 90 semester credits. BCC is a two-year community college and the longest course of study is a minimum of 60 semester credits. The federal guideline mandates that a student complete their intended course of study within 150% of the student's course of study, which is 90 credits. Students who have reached the 90 credit cap are no longer eligible to receive Federal Pell Grant Funding at Blackfeet Community College.

Federal Pell Grant Lifetime Eligibility Used (LEU)

The amount of Federal Pell Grant funds a student may receive over their lifetime is limited by a new federal law to be the equivalent of six years of Pell Grant funding. Since the maximum amount of Pell Grant funding a student can receive each year is equal to 100%, the six-year equivalent is 600%. The Department of Education keeps track of each student's LEU by adding together the percentages of their Pell Grant scheduled awards that they received for each award year. Students can log on to National Student Loan Data System (NSLDS®) www.nsls.ed.gov/nsls_SA using their Federal Student Aid PIN www.pin.ed.gov and view their LEU. The LEU will be found on the Financial Aid Review page.

Financial Aid Assistance

Blackfeet Community College is a participating institution as established under federal legislation. The following programs are available to students with demonstrated need:

Federal Pell Grant is a federal program designed to provide undergraduate students who have not yet received and are not yet eligible to receive a bachelor's degree, a foundation of financial aid. To determine if you are eligible, the U. S. Department of Education uses a standard formula, established by Congress, to evaluate the information you report when you apply. The formula produces an Expected Family Contribution (EFC) number. Your Student Aid Report (SAR) contains this number and will tell you if you are eligible.

In order for students to be eligible for a Pell Grant they must meet the following criteria:

- The student must submit a FAFSA online;
- The student must submit all paperwork to complete their student file;
- The student must maintain satisfactory progress in his/her course of study;
- The student must not owe a refund or a repayment to the federal government;
- The student must not be in default with the U. S. Department of Education Loan Program;
- If a student withdraws or is expelled before the end of the semester, they may owe a refund of Title IV funds, such as, (Pell Grant, FSEOG, and scholarships);

- Have not exceeded the 90 credit cap at BCC;
- The student must not have exceeded their Pell Grant Lifetime Eligibility Used (LEU) = 600% or 12 Semesters.

The Federal Supplemental Educational Opportunity Grants (FSEOG) are specifically intended to make higher education possible for undergraduate students with exceptional financial need, that is, students with the lowest Expected Family Contributions (EFCs), and gives priority to students who apply early and receive Federal Pell Grants. The student must establish his/her eligibility by filing a Federal Aid Application (FAFSA) before the deadline of March 1 each year. An FSEOG award typically ranges from \$100 to \$600 per academic year.

Federal Work Study Grant: This federally sponsored program permits the granting of job opportunities to students eligible for federal financial assistance. Eligible students may work up to 15 hours per week on campus. The work-study students are compensated at a minimum wage per hour. Students must have filed a Free Application for Federal Student Aid (FAFSA) as part of the application process for FWS assistance. Federal College Work Study award funds are contingent upon the student maintaining satisfactory academic progress (2.0 GPA) and at least half-time student status. The program encourages community service work and work related to your course of study. Applications are available at the Financial Aid Office.

Types of Scholarships Available

Senior Citizen Scholarship: Any student 60 years or older who is ineligible for any other financial aid will have tuition waived. This scholarship does not include fees or textbooks.

American Indian College Fund: various scholarships are offered at Blackfeet Community College through the American Indian College Fund, www.collegefund.org, an online TCU (Tribal, college & universities) application must be submitted each semester by the student. Scholarships and selection criteria are advertised at the beginning of each semester.

Private Scholarships: Blackfeet Community College maintains a listing of private scholarships. Eligibility varies with each source on the bulletin board in the financial aid offices. Scholarships are available to all students; please note the web addresses located each scholarship posted on the bulletin board for applications, requirements, and deadlines.

All other types of scholarships are available for the student online, in postings, or in e-mailings. Any or all information received in the office are posted in the financial aid offices, students are encouraged to check the bulletin for updates of the latest scholarships available.

Tuition Waivers

Work Waivers: Students will be eligible to apply for tuition work waivers if ineligible for any Title IV financial aid or any other type of aid. Ineligibility for financial aid may be determined for the following reasons: BIA funds are not available; suspended from Title IV funds; no personal funds; student loan defaults; or no adult vocational training funds. The Financial Aid Committee will award work waivers after

reviewing each individual case. To be eligible for this waiver, the student must complete the work waiver application on a semester-by-semester basis. This waiver does not include fees or textbooks.

Part-time Faculty and Staff Waiver: Part-time faculty and staff will be eligible for a tuition waiver up to three (3) credits. Any person working less than 20 hours per week is considered part-time, for the purpose of this waiver. This waiver does not include fees or textbooks.

Employee & Family Waiver. Full-time regular employees, spouses and up to two (2) children at a time can enroll for six (6) college credits, tuition free. Employees must ensure that said courses do not conflict with professional responsibilities. Part-time employees can enroll for three college credits, tuition free, providing said courses do not conflict with professional responsibilities. These waivers do not cover fees or books.

Special Conditions Tuition Waiver: Conditions will be presented to the Financial Aid Committee for review. The committee will then determine if a tuition waiver should be granted. This waiver does not include fees or textbooks.

Board Waiver: Board members will be eligible for a tuition waiver up to six (6) credits. This waiver does not include fees or textbooks.

Some outside Funding

Blackfeet Higher Education Program: Enrolled members of the Blackfeet Tribe actively pursuing an undergraduate degree and who submit a completed application packet on time are eligible for financial assistance from the Blackfeet Higher Education Program. The deadline for submitting this application is March 1st. A student pursuing a transferable associate degree is allowed six semesters or eight quarters of funding to complete a program of study. New applications are reviewed annually by the Blackfeet Tribal Higher Education Committee. These applications need to be turned in to the Blackfeet Higher Education office before 4:00 p.m. on March 1st, which is the Blackfeet Higher Education Department deadline.

Community, Tribal, and Other Program Funding: Any student who is eligible for tuition and fee payments under a program sponsored by a community, tribe or other program will pay tuition and fees. Billing for these students will be sent directly to the program director or authorized person.

Veterans Benefits: Veterans benefits may be available to veterans who served on active duty for a period of more than 180 days, any part of which occurred after January 31, 1955, and who were discharged under conditions other than dishonorable. Widows and children of veterans who died of service-connected disabilities are also eligible. Interested veterans should be prepared to provide copies of Form DD214, marriage and children's birth certificates, and some personal history. Blackfeet Community College can certify veterans who enroll. For further information, contact the Registrar. Veterans Upward Bound through Montana State University-Northern offers financial assistance with federal financial aid. See BCC Financial Aid for more information.

Vocational Rehabilitation: Students who meet eligibility criteria can receive assistance through vocational rehabilitation. For more information contact the Disabilities Coordinator.

Loans: Blackfeet Community College does not participate in any of the federal loan programs.

Financial Aid Satisfactory Academic Progress Satisfactory Academic Progress Standard (SAP)

Students are expected to maintain certain academic standards and make satisfactory progress toward a degree program. This requires the Financial Aid Office to determine that all applicants are eligible for financial assistance based on their prior academic records, whether or not they ever received financial aid. In accordance with federal policy, Blackfeet Community College has established a policy to define and administer standards of academic progress for all students.

Grade Point Average (GPA)

The following table is the minimum grade point average that is expected of each student to be in academic good standing. Standards of academic progress are based on a cumulative GPA. Also, to meet the quantitative satisfactory progress, students must complete the minimum number of credits listed below in order to maintain satisfactory progress.

Earned Cumulative

- 00-20 credits 1.75 20 semester credits must be earned after attending two (2) semesters
- 21-40 credits 1.90 40 semester credits must be earned after attending four (4) semesters
- 41-60 credits 2.00 60 semester credits must be earned after attending six (6) semesters

As a general rule the completion percentage each year is as follows:

- 1st Year – After completion of two (2) semesters – 33%
- 2nd Year – After completion of four (4) semesters – 67%
- 3rd Year – After completion of six (6) semesters – 100%

Financial Aid Satisfactory Progress

To accurately measure a student's progress in a program, the satisfactory progress policy must have a quantitative measure as well as a qualitative. All students are expected to complete their degree or certificate objective within the standards described below:

Associate degree = six (6) semesters

One-year certificate = three (3) semesters

Financial Aid Probation

If a student fails to meet the minimum grade point average or quantitative satisfactory progress of completion of 20 credits in two semesters, 40 credits in four semesters or 60 credits in six semesters, he/she will be placed on financial aid probation. Students placed on probation will be notified in writing by the Financial Aid Department.

Probation is an academic warning to the student that they need to seek assistance either through counseling or academic support in order to get back to good academic standing. It is recommended that a

student on probation take a reduced number of credits each semester until he/she is back in good academic standing.

Financial Aid Suspension

A student that has not met the minimum grade point average requirements or the above number of completion ratio for two consecutive semesters will be academically suspended from the college and ineligible for any financial aid.

A student on academic suspension should stop out for one full semester. The stop out semester must be during the academic year. The summer terms do not count as a stop out period.

A student may return to the college after they have met the one stop out semester. To be reinstated to the college, the student must complete and submit an application for re-admission. The student once suspended, may or may not be eligible for Financial Aid Funding; the student must meet with the Financial Aid Office to determine their funding status, their credit count, and satisfactory academic progress. Please stop in the Financial Aid Office, make an appointment and pick up any necessary paperwork to complete.

Financial Aid Appeals

Any financial aid recipient whose financial assistance is withdrawn due to academic reasons may appeal for reinstatement of funding eligibility by completing an appeal application. A student must appeal the decision within ten (10) days of notification. Students who wish to appeal eligibility on extenuating circumstances must submit, in writing, to the Financial Aid Office, the pertinent background information and justification surrounding the failure to maintain satisfactory progress. The Financial Aid Committee will have a hearing to render a decision, and will notify the student of this decision within ten (10) days. Students who file for a reinstatement of funding appeal must know that each student is allowed one (1) appeal in their academic career at Blackfeet Community College.

Extra Fees per Semester

Some courses have additional fees that are included with the course. These fees vary. All additional fees will be posted on the current semester schedule.

BCC Online Course Fees and other Costs

Blackfeet Community College will assess fees to distance learning courses for the sustainability of the program. The Fee schedule is as follows:

A fully online course is one that all material is delivered totally in the online environment; no face-to-face interaction is required. The student is assessed a fee of \$35.00 per semester credit. The total cost for a three (3) credit course would be \$105.00 and will be noted as a distance learning fee on the student's bill.

A hybrid online course is one where material is delivered over two mediums: online and face-to-face. Students will be assessed a fee of \$17.50 per semester credit. The total cost for a three (3) credit course would be \$52.50 and will be noted as a distance learning fee on the student's bill.

Grievance Policy & Procedures

A student with a grievance will be provided copies of appropriate policies and procedures pertaining to student complaints and grievances, the Vice President, Student Success Director, Counselors, and/or Advisor shall be available to assist the student in understanding the opportunities afforded through the policies and procedures. The student may choose to have an advisor participate in any stage of the

grievance procedure, unless otherwise inappropriate. Regardless of their nature, all discrimination grievances are to be filed with the. A grievance must have been filed by a student within thirty (30) calendar days of the date of the alleged discriminatory act. 406-338-5421 ext. 234

Filing a Grievance

All grievances must be presented in writing and contain the following information:

A clear concise statement of the grievance which includes the name of the person(s) against whom the grievance is made, the date(s) of the alleged discrimination and a statement describing the specific supporting evidence;

A brief summary of the prior attempts to resolve the matter which includes the names of persons with whom the matter was discussed and the results of those previous discussions; A specific statement of the remedial action or relief sought.

Within five (5) working days, the original grievance form with an explanation will be returned to the student if, in the judgment of the Dean of Student Services, the statements are vague or do not meet the above requirements. The student may make the necessary corrections, and resubmit the grievance within five (5) days. Any grievance not filed within the time limits shall be deemed waived by the grievant. The may extend the time limits only if adequate cause for an extension of the time limits can be shown by the student. For informational purposes, copies of the grievance shall be forwarded to the appropriate offices and personnel who have been selected to serve on the grievance hearing committee only to serve the purpose of the grievance procedures and will be kept confidential.

Within ten (10) working days of receipt of a grievance that satisfies the requirements the the consent of the parties involved may establish an informal hearing with the aggrieved student, the responding faculty/staff/organization, the respondent's supervisor and the appropriate administrative office(s) designee.

Student Guidelines

Blackfeet Community College welcomes all students to voluntarily enrollment for the purpose of training and study. With course enrollment, the student accepts all rights and responsibilities as BCC students. As members of the BCC community, students have the responsibility to learn, study, and conduct themselves with integrity, in accordance with BCC's mission statement, procedures, policies, and regulations set forth. Students are expected to comply with federal, state, city and tribal laws governing civil and criminal behavior both on and off campus, and to conduct themselves as responsible law abiding citizens.

BCC is committed to the creation of an environment wholly supportive of students' academic and personal achievements. Beyond providing requisite academic resources and support services, the BCC seeks to sustain an environment in which the diverse cultural traditions and ideals represented in both the campus community and the nation at large are valued, nurtured, and promoted. In so doing, the BCC fulfills its mandate to prepare students to participate actively and productively in our larger society. The right to participate in all aspects of the BCC experience, both in and outside the classroom, without harassment or discrimination on the basis of religion, age, gender, disability, ethnicity, or sexual orientation.

Americans with Disabilities Act

In compliance with the American with Disabilities Act (ADA), all qualified students enrolled at Blackfeet Community College are entitled to "reasonable accommodations." Please notify the Disability Services Coordinator or the Vice President for Academic Affairs and Student Services during the first week of registration of any accommodations needed for attendance at Blackfeet Community College. The student must provide documentation that identifies and explains the disability and a letter with suggested accommodations.

With the freedom that these rights afford comes the responsibility to conduct oneself with civility and respect toward the rights of others. It is also the responsibility of all those given these rights to protect and preserve them for others, so that with vigilance we may move closer to the ideals that these rights promise.

Student Rights

- Right to a quality educational environment, that allows learning and growth to take place.
- Right to participation in decision-making and matters affecting their educational programs.
- Right to freedom of speech and expression, including expressions concerning dress and length of hair, as long as the expression does not disrupt the educational process, classrooms, or impose upon the rights of others.
- Right to freedom of religion and culture.
- Right to respect and fair treatment from fellow students and Blackfeet Community College faculty, staff and administration.
- Right to have transcripts mailed out upon written request, provided there are no outstanding statements.
- Right to freedom from harassment based on gender.
- Right freedom from unreasonable search and seizure of person or property.
- Right to a reasonable degree of privacy.
- Right to freedom from discrimination.
- Right to a grievance procedure and process.
- Right of due process in every instance of alleged violation of school policies which results in the student's suspension or withdrawal from school, this right is also extended to any other disciplinary action.
- Right of conflict of interest to protect the student from harassment from the staff or other students, based on the occurrences when an individual or the organization is involved in multiple interests, one of which could *possibly* corrupt the motivation for an act in the other.

Student Responsibilities

- To abide by the rules, acceptable student conduct, regulations, & policies of BCC.
- To treat BCC staff, facilities, equipment and other students with courtesy and respect.
- To complete the requirements for the classes enrolled in each semester.
- To uphold the school's standard of conduct relating to academic honesty.
- To assume full responsibility for the content and integrity of the academic work they submit.

- To respect the guiding principle of academic integrity of the course, of the instructor, each student's submitted homework, examinations, reports, and projects.

Standards of Student Conduct

Fundamental to the achievement of community among the members of the BCC is the recognition by all such members that each shares a responsibility to observe BCC regulations. This obligation, which is an extension of the student's responsibility to observe the law of the land, is an essential effect to participation in the academic rights afforded to members of the BCC. The following listings are some of the offences outlined but not limited to, which can lead to serious disciplinary action, including probation, suspension or dismissal from Blackfeet Community College.

The following statement is known as the BCC Student Code of Conduct:

- Dishonesty, such as cheating, plagiarism or knowingly furnishing false information to the college and/or in the classroom.
- Forgery, alteration or misuse of college documents, computer programs or accounts, or records or identification.
- Obstruction or disruption of teaching, research, administration, disciplinary procedures or other college activities; or of any other authorized activities on the college premises. Such obstruction or disruption (whether involving individual or group conduct; whether taking the form of force, trespass, seizure, occupation or obstruction of buildings, classrooms, facilities or property; or the inciting of others to any disruptive conduct) is directly opposed to academic freedom and the mission statement of Blackfeet Community College.
- Physical or verbal abuse of any person on college-owned or controlled property, or at college-sponsored functions, or conduct that threatens or endangers the health or safety of any such person.
- Theft of or damage to the property of the college, any member of the college community, or campus visitor.
- Storage or possession on campus of chemicals or materials or devices which by themselves or when in combination could be explosive, toxic, flammable, or dangerous, except as required in scientific research in faculty supervised laboratories.
- Unauthorized entry or use of occupancy of college facilities.
- Violation of college policies, rules or regulations concerning student organization; the use of college facilities; or the time, place and manner of meetings on college owned or controlled property.
- Use, sale, or possession of various drugs that are deemed illegal under federal, state, and tribal laws, except as those expressly permitted by law.
- Use, sale, or possession of intoxicating alcohol is prohibited in the buildings, at campus functions, during college sponsored events, and on the grounds or use of BCC equipment.
- Disorderly, lewd, indecent or obscene conduct or expression on college-owned or controlled property, or at college-sponsored functions.
- Failure to comply with directions of college officials, who are acting in the performance of their duties.

- Individual students who owed the college fees and other charges are not permitted to secure transcripts, records, degree(s), certificate(s), and grades until fees/charges are paid or satisfactorily adjusted.
- Sexual harassment of students by faculty, staff, administration, or to other students.
- Verbal, emotional, or physical abuse of faculty, staff, administration or to other students.

The BCC finds the following categories of violations extremely serious and the proper authorities will be contacted if a violation occurs:

- Endangering mental or physical health of other students/staff/faculty
- Physical assaults resulting in injury requiring medical attention
- Rape, acquaintance (date) rape, sexual assault or sexual abuse
- Discriminatory or bias-related acts of assault or abuse
- Brandishing, threatening or injuring with a weapon (for example, knives, firearms, pellet or bb guns, air pistols/rifles, chukka sticks, fireworks or explosives).
- Attempts to set or intentionally setting fires that may result in damage or injury
- False fire alarms or acts that undermine safety/security equipment or systems
- Sales or possession of a saleable quantity of illegal drugs as defined by law
- Violations of the campus alcohol policy that result in injury, damage to property, or undermine the safety and security of the campus.
- Theft of property that exceeds \$500.00 in value and/or intentional damage to property resulting in repair or replacement costs in excess of \$500.00.
- Any unauthorized use of a master or control key.
- Unauthorized use of computing and network facilities

Bomb Threat Procedure

Students will be notified immediately of a campus bomb threat. Students are to leave the campus area immediately and go to the Head Start Multipurpose Room, east of the campus and wait for further instructions. Do not take your vehicle unless you are informed that it is safe to do so. Instructors or a Blackfeet Community College employee will make sure the classroom/office is evacuated, close the door upon leaving the room and accompany the students to the Head Start.

Computer Systems Acceptable Use Policy

The Acceptable Use Policy is intended to respect the rights and obligations of academic freedom, and recognizes that the educational mission of the college is served in a variety of ways. The goal of the college in providing computing and network resources is to promote educational excellence and operational proficiency. However, use of Blackfeet Community College computing and network resources is a privilege and not a right. The college recognizes that the purpose of copyright is to protect the rights of the creators of intellectual property and to prevent the unauthorized use or sale of works available in the private sector.

When used appropriately, these tools can enhance dialog and communication. When used unlawfully or inappropriately, however, these tools can infringe on the rights of others.

Faculty, staff, students and others with Blackfeet Community College authorized accounts may use the available computing facilities for personal purposes so long as such use:

- Does not violate any law or college policy
- Does not involve significant use of college resources, direct costs, or interference with the performance of employee duties of work
- Does not result in commercial gain or private profit
- The following are specific prohibitions:
 - Accessing, uploading, downloading, transmitting, displaying, or distributing obscene or sexually explicit material, racially bigoted or hate material; transmitting obscene, abusive, or sexually explicit language, racially bigoted, or hate explicit language
 - Making unauthorized copies of proprietary software, or offering unauthorized copies of proprietary software to others
 - Copying someone else's files, or programs, or examining such information unless authorized by the owners
 - Any reproduction or distribution of copyrighted material without explicit permission
 - Any use for political or commercial purposes
 - Attempting to circumvent any computer security methods or operating systems
 - Interfering with the work of others on the network, seriously disrupting the network, or engaging in any uses that result in the loss of another user's files or systems
 - Knowingly or maliciously transmitting files that contain a virus or corrupted data
 - Uses that are found to be malicious, harmful, obscene or unethical
 - Any uses that violate any Blackfeet Community College policy; and
 - Any uses that violate federal, tribal, state or local laws or regulations
- All users are expected to conduct themselves in accordance with the responsibilities and all other applicable college policies regarding computer usage. Abuse of computing privileges will subject the user to disciplinary or legal action according to established college procedures. Abuse of networks or computers at other sites through the use of
- Blackfeet Community College resources will be treated as an abuse of computing privileges at the college. When appropriate, temporary restrictive actions will be taken by the system administrator pending further disciplinary action; the loss of computing privileges may result.
- The college and users recognize that all members of the college user community are bound by federal, tribal, state,
- and local laws relating to civil rights, harassment, copyright, security, and other statutes relating to electronic media.;

It should be understood that this policy does not preclude enforcement under the laws and regulations of the United States of America, the Blackfeet Tribe or the State of Montana. See detailed computer usage restrictions in the Blackfeet Community College Student Handbook.

Computer Use Restrictions

The following examples, though not covering every situation, specify some, but not all of the responsibilities that accompany computer use at BCC and/or on networks to which BCC is connected, including the Internet.

The following are specific prohibitions of computer usage:

- Accessing, uploading, downloading, transmitting, displaying, or distributing obscene or sexually explicit material, racially bigoted or hate material; transmitting obscene, abusive, or sexually explicit language, racially bigoted, or hate explicit language.
- Making unauthorized copies of proprietary software, or offering unauthorized copies of proprietary software to others.
- Copying someone else's files, or programs, or examining such information unless authorized by the owners.
- Any reproduction or distribution of copyrighted material without explicit permission;
- Any use for political or commercial purposes;
- Attempting to circumvent any computer security methods or operating systems;
- Interfering with the work of others on the network, seriously disrupting the network, or engaging in any uses that result in the loss of another user's files or system;
- Knowingly or maliciously transmitting files that contain a virus or corrupted data;
- Uses that are found to be malicious, harmful, obscene or unethical;
- Any uses that violate any BCC policy; and
- Any uses that violate federal, tribal, state or local laws or regulations.

(See Blackfeet Community College Catalog for detailed explanation of the Computer Use Policy)

Physical & Electronic Disruption of BCC Activities

No student shall obstruct, impede or disrupt any educational, research, administrative, social or recreational activity of BCC; nor shall any student create a nuisance in any form to members or guests of the BCC community.

Students bringing beepers, cell phones or other communication devices into a (1) classroom, (2) BCC event, or into (3) quiet places on campus (such as the library, ceremonies, or computer centers) must turn off the audible signal prior to entering. If a student feels that he or she must use an item that might disrupt class, the student must discuss the matter with the instructor and come to an agreement regarding the use of the item before using it in class. BCC policy also prohibits bringing electronic communication devices, such as smartphones, iPods, PDA's, etc, into course examinations.

Student Messages/Telephone Calls

In case someone needs to reach you in an emergency situation, or calls for you, a message will be taken for the student and it will be posted on the message board in the Student Commons. BCC does not page students or disturb them while they are in class. Only if a true emergency exists only then will we will look up the student's schedule and deliver the message to them or get them from class if truly necessary. Contact 406-338-5441, ext. 2200 or 2241. Students, please let family know not to call you during class or ask for a class schedule.

Family Educational Rights and Privacy Act (FERPA)

FERPA is a Federal law that applies to educational agencies and institutions that receive federal funding that protects the privacy of student education records. Academic records from the student's educational file cannot be released to anyone, including parents and spouse, without prior written consent of the

student.*A student may inspect and review their education record. The student may also request a correction of data deemed inaccurate or misleading.

Some information from a student's education record that is defined as directory information may be disclosed without written consent. Directory Information consists of name, address, dates of attendance, class, previous institutions attended, program of study, awards, honors, degrees, sports, and activities and date and place of birth. The student can restrict the release of information by submitting a formal request of non-disclosure to the Registrar/Admissions Office before the beginning of each semester.

Or you may contact the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

BCC Policy on Parental Notification

(For those students who are not deemed an independent by the Dept. of Ed Guidelines)

As a general rule, violations of BCC code of conduct and the sanctions that may be imposed will not be routinely reported to parents. However, in the case of serious violations of Federal, State or Local law, including alcohol and other drug violations, or when instances of medical/psychological emergencies have come to the BCC's attention, the BCC may notify parents in cases where we believe the student may benefit.

BCC Equipment Usage

All students must refrain from using any and all BCC equipment including but not limited to, offices, copiers, phones, coffee pots, office computers, etc., unless specifically authorized.

Campus Parking and Driving Policy

This policy applies to all individuals who operate a motor vehicle on BCC campus. Parking on campus is controlled through the designation of lots and spaces (painted white lines) for all those who wish to use the campus parking lots.

Those who wish to park their vehicles improperly are subject to fines imposed by the local law enforcement officers. Improper parking includes, but is not limited to, taking two or more spaces, blocking loading docks/sidewalks, parking where curb is painted yellow, parking on grass or other marked areas, including handicapped parking spots. If your vehicle is found to be in violation, it shall be subjected to being ticketed and/or towed at the owner's expense.

The speed Limit is as follows on campus roads is 15 mph, not to exceed all persons driving on the campus shall be responsible for operating their vehicle within the speed limit and in a manner that will not endanger individuals or personal property. Violation of Handicapped Parking will be enforced.

BCC Closures

All BCC closures due to holidays are posted in the BCC Catalog, on campus bulletin boards, student bulletin, on the BCC Website, BCC Facebook site, and in the BCC student calendar. And in the event of the school closing due to weather or other emergency situations, the closing would be announced on the following radio station(s):

KSEN AM 1150 & KZIN FM 96.7, KBWG 107.5 and posted on the BCC Facebook

Alcohol, Drugs and Gambling

The BCC recognizes all Federal, State and Local laws and expects students to adhere to them. Any violation can result in probation, suspension or dismissal from BCC.

The consumption of alcohol or possession of an open container of alcohol is prohibited on campus, on campus activities and/or other BCC sponsored event. Violations of this policy may result in probation, suspension or dismissal from campus or BCC sponsored event.

- No student shall possess, use or sell substances defined by Local, State or Federal Law as illegal on campus or at any BCC Sponsored Functions.
- No student shall possess substances defined as controlled, other than personally prescribed medications, by a physician and/or by Federal Law.
- No student shall introduce to the campus or possess drug paraphernalia while on BCC property.
- No student shall gamble for money or other valuables on BCC property or in any BCC facility or during any BCC activity except as part of an authorized fundraising activity.

Smoke Free Campus

"Smoke-Free Campus" prohibits smoking in all BCC buildings. Students shall comply with this policy and refrain from smoking in accordance with the requirements in any BCC facility. If you choose to smoke, please use the appropriate receptacle for putting out your cigarette butts (use the outdoor ashtray) and please refrain from dropping the cigarette butt on the campus grounds. Tribal Ordinance 102-2005, smoking is prohibited within 25 feet of the building.

Fire Safety

All students must immediately evacuate during a fire alarm. Students shall not create conditions that cause a fire hazard or impede the safe evacuation of others; such conditions include, but are not limited to:

- smoking in non-smoking areas;
- blocking or propping open exit doors;
- setting off false fire alarms;
- shooting off fire extinguishers, or damage, tamper with, dismantle, or disconnect fire safety systems or equipment

Violation of Expressed Prohibitions

Any individual who violates the following expressed prohibitions may be subject to arrest and conviction under applicable tribal, state and federal laws. Students violating these expressed prohibitions may be

subject to disciplinary action as set forth by the Blackfeet Community College Student Conduct Code (see Blackfeet Community College Student Handbook), including possible sanction by suspension or dismissal from Blackfeet Community College.

Drug/Alcohol Free Campus

The use or possession of alcohol or illegal drugs is prohibited on the campus of Blackfeet Community College

Firearms/Fireworks

Firearms, weapons and/or fireworks of any type are not allowed on the Blackfeet Community College campus at any time

Sexual Harassment Policy

Blackfeet Community College's Sexual Harassment Policy forbids sexual harassment of any member of the college community. The complete policy is on file in the Human Resource Office.

Blackfeet Community College Amendments and Modification of This Handbook

Amendments and modifications of the BCC Student Conduct Code are the responsibility of the Dean of Student Services. To assist the Council in meeting its responsibility, there will be a Committee including equal representation from the Student Senate Student Counselor, Student Success Director, Vice President and , & the President. This Committee, which may also include added members upon agreement of those already specified, shall meet at the call of the President for STUDENT SENATE, but any STUDENT SENATE Student Counselor, Dean of Student Services, & President may call meetings as often as necessary to meet on the necessary changes. The Committee shall submit such recommendations as it deems advisable and shall review such proposals as are suggested by the Council. This handbook is subject to change periodically.

Effective Date

Amendments & modifications to the Student Handbook take effect immediately for all semesters at BCC.

Disclaimer

This handbook is published for your information only, and every effort was made to ensure accuracy at the time of printing. Please refer to the Blackfeet Community College Catalog for further details not listed in this handbook outlined in this publication. Each student is entitled to one copy of this handbook

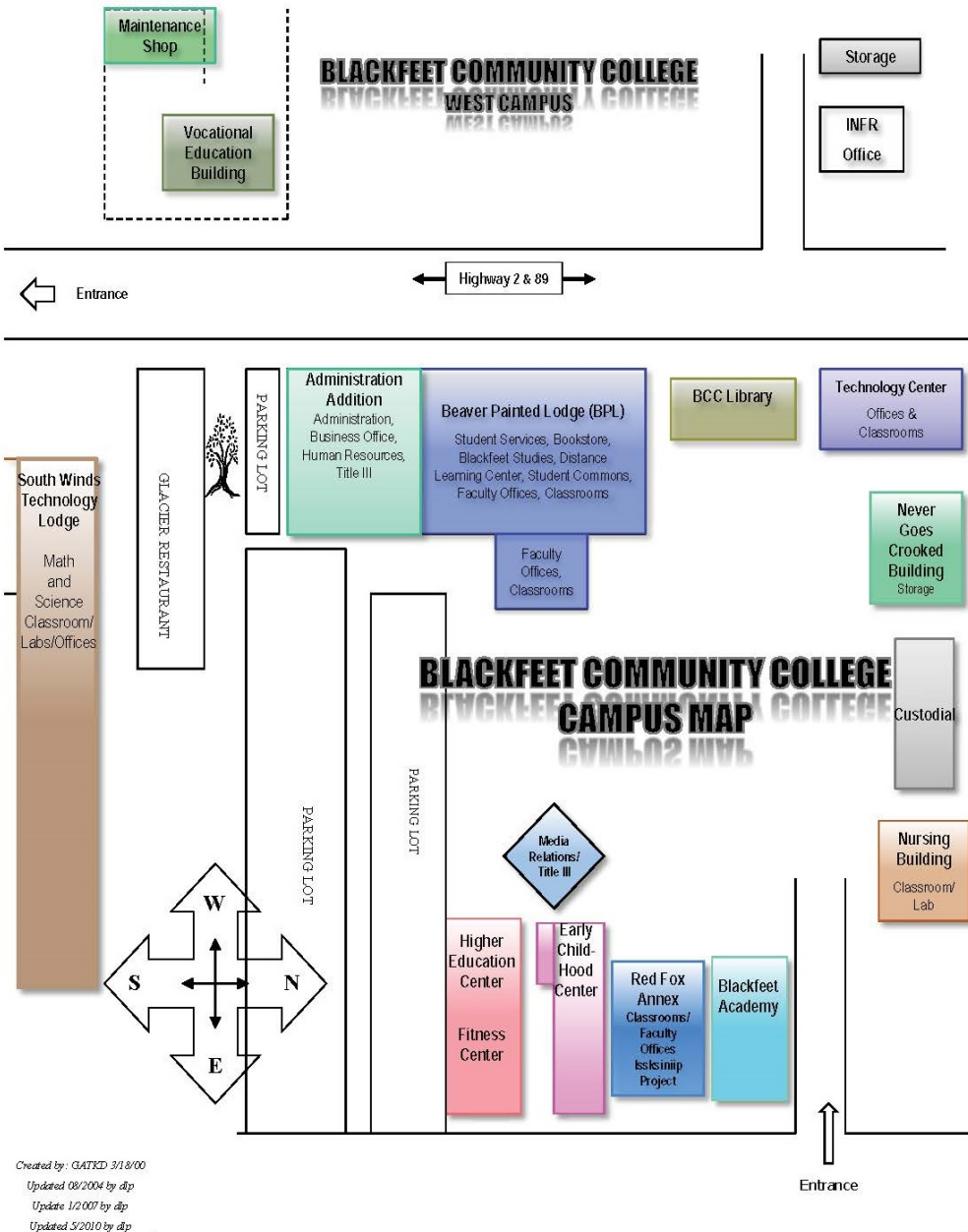
BCC Campus Phone Numbers

Academic Affairs	406-338-5411, ext. 2231
Administration	406-338-5441, ext. 2200
Business Office	406-338-5441, ext. 2226
Student Services	406-338-5421, ext. 2267
Vocational Ed Offices	406-338-5111, ext. 2750
BCC Toll Free Number	800-549-7457
BCC Fax Number	406-338-3272

Useful Websites

www.bfcc.edu	BCC Website
www.fafsa.gov	Application for the PELL Grant
www.pin.ed.gov	Signature for the PELL Grant
www.studentaid.ed.gov	Dept. of ED Resources
www.collegefund.org	American Indian College Fund
www.nrcprograms.org	Natural Resources Scholarship Link
www.fastweb.com	Scholarship Database
www.college.gov	Dept. of Ed Resources
www.mtcollege101.com	MT Resources
www.CollegeGoalMT.org	College Goal Resource Site

BCC Campus Map



Accreditation Information

The Commission on Colleges of the Northwest Association of Schools and Colleges, an institutional accrediting body recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education, accredits Blackfeet Community College. Anyone having questions concerning accreditation should contact: Blackfeet Community College, President, P.O. Box 819, Browning, MT 59417, (406) 338-5441, or Northwest Commission on Colleges and Universities (NWCCU), 8060 165th Ave NE, Suite 100, Redmond, WA 98052.