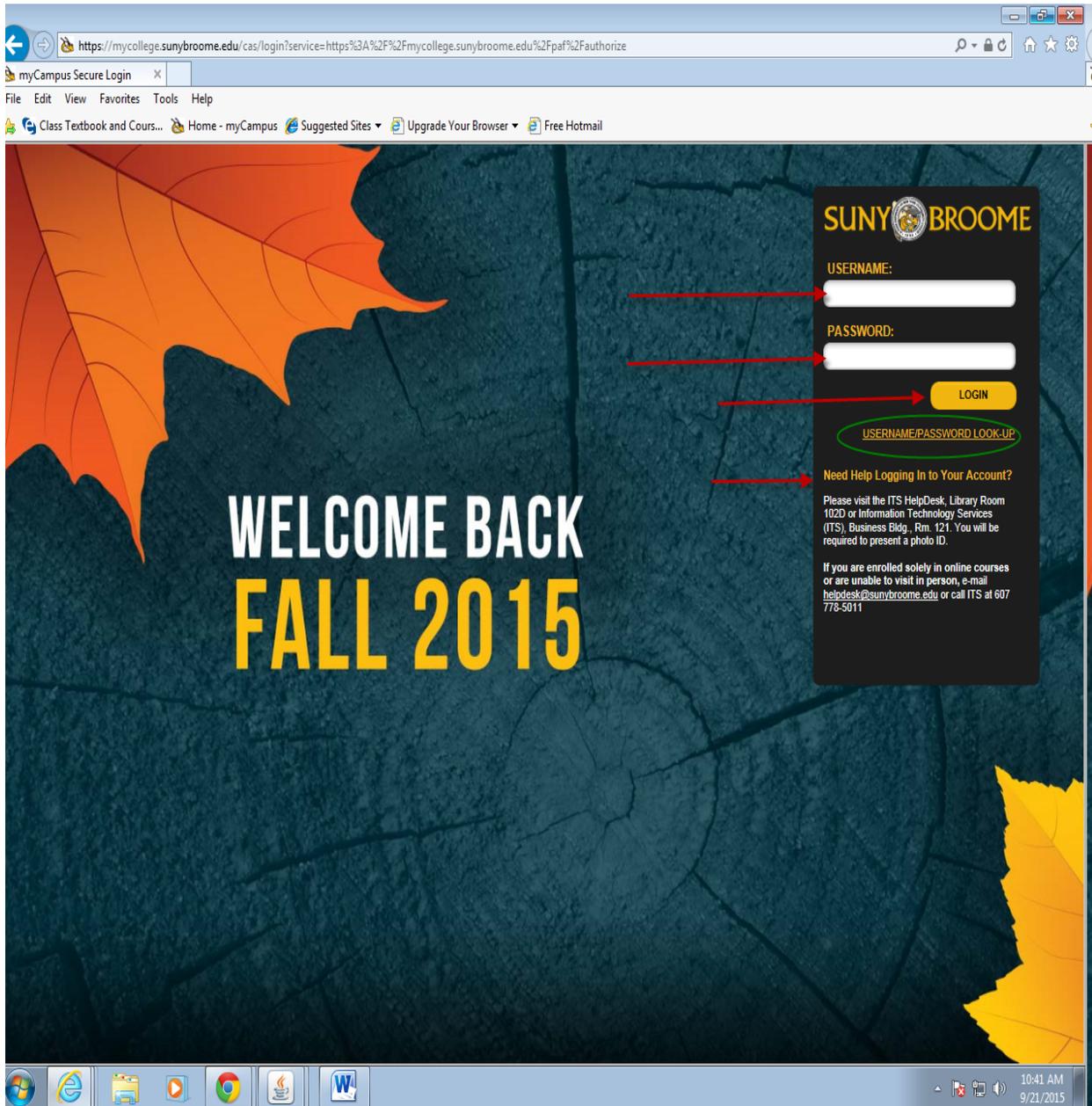


# Web Registration

1.) Log into MyCollege. Go to <https://mycollege.sunybroome.edu>

Enter your USERNAME and PASSWORD:



If you need assistance logging in, contact the helpdesk at [helpdesk@sunybroome.edu](mailto:helpdesk@sunybroome.edu) or call 607-778-5011.

2.) Click on the **Students** tab:

The screenshot shows the SUNY Broome myCampus website. The browser address bar displays <https://mycollege.sunybroome.edu/group/mycampus/home>. The navigation menu includes: Home, My Courses, My Finances, Students/Register, Campus Life, Advising & Registration, Library, Shared Gov, Financial Aid, and IE. A 'Quick Launch Menu' is visible on the left, listing various services like myAccount, Remote Apps, 1 Stop Shop, Library, Gmail, College Calendar, Starfish, RAVE Alert, The Swarm, and Blackboard. Below this, there are sections for 'Communication Tools / Outlets' (College Email, Rave Alert) and 'Important Announcements' (Office hours, registration dates, attendance, financial aid). A 'Campus News' section is also present, listing articles under 'The Buzz' and 'The Focus'. A red arrow points to the 'Students' tab in the navigation menu.

3.) Click on **Register** tab:

The screenshot shows the SUNY Broome myCampus website. The browser address bar displays <https://mycollege.sunybroome.edu/group/mycampus/home>. The navigation menu at the top includes Home, My Courses, My Finances, Students/Register, Campus Life, Advising & Registration, Library, Shared Gov, Financial Aid, and IE. The 'Students/Register' tab is highlighted. On the left side, there is a 'QuickLaunch' menu with icons for My Info, My Account, My Fin. Aid, Register, My Grades, and My Schedule. A red arrow points to the 'Register' icon. The main content area features 'Important Announcements' and 'Campus News' sections. The 'Important Announcements' section includes text about parking hours, student vehicle registration, fall semester registration, attendance, and financial aid application. The 'Campus News' section lists articles under 'The Buzz' and 'The Focus' categories.

4.) Click on the Financial Responsibility Agreement:

The screenshot shows a web browser window with the URL [http://brmapp010.itec.suny.edu:11110/pls/pprd/twbkwbis.P\\_GenMenu?name=bmenu.P\\_RegMnu](http://brmapp010.itec.suny.edu:11110/pls/pprd/twbkwbis.P_GenMenu?name=bmenu.P_RegMnu). The browser tabs include 'ITEC PROD - brmapp013.itec...', 'CSR User Completed View', 'Oracle Fusion Middleware For...', and 'Required Information Pages'. The page header reads 'BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER'. Below the header is a navigation menu with 'Personal Information', 'Student', 'Financial Aid', and 'Employee' tabs. A 'HELP EXIT' link is also present. The main content area is titled 'Required Information Pages' and includes the text: 'The following web page must be completed prior to accessing the **Registration**:' followed by a list item: ' [Financial Responsibility Agreement](#)'. A red arrow points to the 'Financial Responsibility Agreement' link. The footer contains 'RELEASE: 8.6S1' and '© 2015 Ellucian Company L.P. and its affiliates.' The system tray at the bottom shows the date and time as '11:23 AM 9/21/2015'.

5.) After reading the agreement, if you agree to the terms, click on the “I Agree” tab below.

- By registering for classes, you are incurring a bill. You are agreeing that you will be responsible for all charges owed to the college. Please be sure to read all of the terms below under “Financial Responsibility Agreement:”

http://brmapp010.itec.suny.edu:11110/pls/pprd/BWCKYSWPS.py\_CreateSurvey?app\_in=AGREE\_TO\_PAY&pidm\_in=188225&term\_in=999999&page\_in=-9

ITEC PROD - brmapp013.itec.s... CSR User Completed View Oracle Fusion Middleware For... Oracle Fusion Middleware For... brmapp010.itec.suny.edu

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

**BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Financial Aid Employee

HELP EXIT

---

**Name :** Nicholas J Guzzi **Term :** 999999 The End of Time **Survey Status :** Not Completed

\* - indicates a required field.

**Financial Responsibility Agreement:**

- By Registering for classes at SUNY Broome Community College, I acknowledge and agree to:
  - Pay promptly all charges owed to SUNY Broome Community College.
  - Take responsibility for all costs of collecting unpaid charges, including but not limited to collection agency fees, attorney fees and court costs.
  - Permit SUNY Broome and/or its agents to contact me using any method available including but not limited to the use of email, text and automated dialer systems; also, any information furnished to SUNY Broome Community College may be used to contact me including my cell phone number, home number or work phone number
- I understand that:
  - If I am planning to pay my bill with financial aid or third party deferral and the funding does not materialize for any reason, I remain responsible for all charges owed to SUNY Broome Community College
  - The College provides account balance and payment information electronically via the [MyCollege portal](#), electronic eBill and/or email. Paper bills are not mailed.
  - Failure to make timely payment will result in a hold on my account that prevents registration and transcript requests.
  - If my plans change, I will notify the SUNY Broome Community College Registrar in writing.
  - My refund eligibility will be based on the official date of withdrawal and the New York State Community College [Refund Policy](#).
  - My agreement covers any and all registration activity.
  - Nonattendance in class will not relieve me of my financial responsibility.
- I certify that to the best of my knowledge, I have met all prerequisites for enrollment in these courses.
- I agree to abide by all College rules and regulations.
- By disagreeing, I understand I will not be able to register for classes

I AGREE I DO NOT AGREE

---

RELEASE: 8.6S1

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6.) Exit the survey then click on [Return to Registration](#)

http://brmapp010.itec.suny.edu:11110/pls/pprd/BWCKYSWPS.py\_CreateSurvey?app\_in=FORCED\_SURVEYS

ITEC PROD - brmapp013.itec.s... CSR User Completed View Oracle Fusion Middleware For... Oracle Fusion Middleware For... Required Information Pages

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

3ROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Personal Information Student Financial Aid Employee

HELP EXIT

Required Information Pages

Nicholas J. Guzzi  
Sep 21, 2015 11:27 am

The following web page must be completed prior to accessing the **Registration**:

**Financial Responsibility Agreement**

[Return to Registration](#)

RELEASE: 8.6S1

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- 7.) Review the information your advisor gave you pertaining to the courses that you need to register. The following documents show examples of classes pertaining to our Business Administration program:

NAME \_\_\_\_\_ B00 \_\_\_\_\_

BUBA—AS Degree in Business Administration (Transfer Program) Matriculation Fall 2015 To Present  
64 Credits Needed for Degree

English/Reading courses required as a result of placement assessment	LTR 092 Academic Literacy
Preparatory Math courses (or equivalent) needed for major – consult with advisor	ENG110S College Writing I Enhanced

IP	C	T	Recommended First Semester:	CR.
			BUS 111 Financial Accounting	4
			BUS 197 Freshman Experience	1
			BUS112 Quantitative Business Methods (see note)	3
			BUS 118 Business Law I	3
			BUS 141 Marketing	3
			ENG 110 or ENG107 College Writing I (see note)	3

IP	C	T	Recommended Second Semester:	CR.
			BUS 210 Managerial Accounting	4
			BUS 115 Business Statistics	3
			BUS 120 Business Law II	3
			Free Elective	3
			BIT200 or CST 105 Spreadsheets with Business Applications or Computer Applications	3

IP	C	T	Recommended Third Semester:	CR.
			General Education Course (see note)	3
			ECO 110 Microeconomics	3
			Natural Lab Science (see note)	4
			Free Elective	3
			General Education Course (see note)	3

IP	C	T	Recommended Fourth Semester:	CR.
			ECO 111 Macroeconomics	3
			MAT _____ Advisor Approved General Education Math (see note)	3
			SOS/BUS116 International Business Environments	3
			General Education Course (see note)	3
			ENG/LIT Advisor approved English or Literature course	3

IP = In Progress  
C = Complete  
T = Transfer Credit

**Advising Notes**

- Use this Advisement Plan as a guide only. All students are responsible for reviewing their personal Degree Evaluation in MyCollege (under Student Records) to verify graduation requirements. Run and review your Degree Evaluation before and after course registration every semester. If you have questions on your Degree Evaluation, please see your advisor.
- Students should follow up with their advisor if they have questions on graduation requirements.
- Students with four years of high school including pre-calculus can take BUS246 Principles of Management instead of BUS112.
- English Language Learners will take ENG107 instead of ENG110.
- General Education Courses – choose from the General Education Chart (on reverse). For best transfer, choose from the following categories: American History, The Arts, Western Civilization, Other World Civilization, Foreign Language.
- Natural Lab Science – must be a four-credit science with a lab. Choose from the Natural Sciences category of the General Education Chart (on reverse).
- General Education Math – choose from the General Education Chart (on reverse). Consult with your advisor. MAT124 and BUS116 not allowed. Check with your advisor or the Math Department about proper pre-requisites.
- English or Literature Course – choose ENG111 or LIT200 or above. English Language Learners will take ENG108.
- Any and all substitutions need to be approved in writing (appear on your Degree Evaluation) in advance by the Chair of Business or the Program Coordinator.

WB1

THIS FORM IS FOR REFERENCE ONLY. THE OFFICIAL CONTRACT IS THE PROGRAM DISPLAY IN THE GENERAL CATALOG. March 2015

In this example, the student is being advised for courses pertaining to the First Semester. The courses are the following:

- BUS 111
- BUS 197
- BUS 112
- BUS 118
- BUS 141

Although ENG 110 is listed as a degree requirement, the student is not being advised to register for ENG 110, because in this example, the student has transfer credit for ENG 110.

**Student Web Registration Worksheet**

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_  
 Term: Fall 2015 Date: \_\_\_\_\_ Alternate PIN# N.A. - BPS student  
 Program: BUBA Block Code: N.A. Advisor Name: \_\_\_\_\_

Courses for Program	Gen Ed#	Comments/Notes
<u>BUS 111</u>		These are examples of courses the advisor indicates to register for
<u>BUS 107</u>		
<u>BUS 112</u>		
<u>BUS 118</u>		
<u>BUS 141</u>		
Alternative Courses	Gen Ed#	Comments/Notes

The CRN #'s are used when registering for class online

Student Course Selections				Student Course Selections			
CRN#	Subject Prefix	Course #	Section #	CRN#	Subject Prefix	Course #	Section #
<u>3151</u>	<u>BUS</u>	<u>111</u>	<u>05</u>				
<u>3123</u>	<u>BUS</u>	<u>107</u>	<u>01</u>				
<u>3161</u>	<u>BUS</u>	<u>112</u>	<u>01</u>				
<u>3177</u>	<u>BUS</u>	<u>118</u>	<u>01</u>				
<u>3194</u>	<u>BUS</u>	<u>141</u>	<u>02</u>				

After reviewing the schedule, these are the course sections that will be registered

If you are enrolled in a program of study at BCC, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. If you "as a student" register for course work that does not pertain to your degree program there may be financial aid implications and graduation may be delayed.

You agree to pay promptly all charges owed to the college and take responsibility for collection costs incurred in the collection of this debt. Non-attendance in class will not relieve you of your financial responsibility.

By completing this form, you as a student are taking responsibility for the courses you register for this semester.

Rev 3/29/10

You would write in the CRN #'s on the form above as you look up classes and build your schedule:

8.) Click on Look Up Classes:

Home - SUNY Broome x Register classes - SUNY B... x Martin

← → ↻ <https://mycollege.sunybroome.edu/group/mycampus/register-classes#https://mycollege.sunybroome.edu/ExternalApplications/CeaiBannerSSO.jsp;jsessionid=...> ☆ ☰

Apps ★ Bookmarks 📁 New folder

IE SLAC Next Steps Student Services

**SUNY BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Faculty Services Employee Finance

Search   [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

## Registration

---

**IMPORTANT REGISTRATION AND FINANCIAL INFORMATION**

- Charges are available online 24/7
- **DO NOT rely** on being dropped for non-payment if your plans have changed.
- Withdraw online or notify the Registrar's Office in writing **PRIOR** to the beginning of the semester to avoid owing a bill to the College
- Withdrawal after the start of the semester is subject to the NYS Community College refund schedule.
- Non-Attendance does not relieve your financial obligation

**FALL TERM 2015**

**Students registering on or before August 14, 2015:**

- Payment is due **August 19, 2015**
- Your schedule **may be cancelled** if payment arrangements are not in place prior to **3:00pm August 21, 2015**
- **Do not rely** on being dropped for non-payment.

**Students registering on or after August 14, 2015:**

- Your schedule **will not be cancelled for non-payment** on August 21, 2015
- This means that you will owe the College money unless you drop your classes **BEFORE** the start of the semester
- Your bill is due on August 19, 2015 or the day of registration, whichever is later

You can drop or add your classes:

- Contact the Registrar's Office in person or in writing.
- Online via MyCollege.sunybroome.edu until 11:59pm on the day prior to the beginning of the term/semester.

**Fall 2015 charges are anticipated to be available on or before July 24, 2015. Payment for Fall will be due August 19, 2015**

Online registration is open until 11:59pm on the day prior to the beginning of the term/semester.

[Select Term](#)  
[Add or Drop Classes](#)  
[Look Up Classes](#) ←  
[Change Class Options](#)  
[Week at a Glance](#)  
[Student Detail Schedule](#)  
[View Your Account](#)  
[Withdrawal Information](#)  
[Registration Status](#)

- 9.) Submit the term that you are registering for. In the example below, we are using Fall Semester 2015:

The screenshot shows a web browser window with the URL [http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfcls.p\\_sel\\_crse\\_search](http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfcls.p_sel_crse_search). The browser tabs include 'ITEC PROD - brmapp013.it...', 'CSR User Completed View', 'Oracle Fusion Middleware ...', 'Registration', and 'Select Term or Date Ra...'. The page header reads 'BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER'. Below the header are navigation tabs for 'Personal Information', 'Student', 'Financial Aid', and 'Employee'. A search bar with a 'Go' button is present. The main heading is 'Select Term or Date Range'. A note for Firefox users is displayed: 'Firefox users: If you received the error message "Your changes have already been submitted.", Refresh/Reload the page and continue with your search.' Under 'Search by Term:', a dropdown menu is set to 'Fall Semester 2015'. Below this are 'Submit' and 'Reset' buttons. The page footer includes 'RELEASE: 8.7.1' and '© 2015 Ellucian Company L.P. and its affiliates.' The Windows taskbar at the bottom shows the system clock as 11:36 AM on 9/21/2015.

- 10.) Now you can build your schedule based upon the courses your advisor instructed you to register for.

Be sure to register courses that are in your major. You may lose money if you are registering for classes that are not in your degree program. You may not get financial aid. Please be sure that your advisor approved the courses that you are registering for.

If you are a non-matriculated student or enrolled in a program in our Business and Public Services division, you will not need an Alternate Pin to register for classes. All other students need an Alternate Pin to register for classes. Your advisor should give you the Alternate Pin during your advising session.

## Class Search Terminology/Tips

Keep your search simple – it is easiest to look for a Subject or a Subject and Course Number

### Searching for Courses Field Terminology

Subject	Area of study
Course Number	The number following our three letter code for a course: i.e. HIS116, the course number is 116.
Instructional Method	The mode the course is taught in, e.g. Traditional, Distance Learning Asynch (Angel), etc. For example, you can use this to search for courses being offered online.
Campus	Where the course is being offered.
Part of Term	Indicates if the course is full term (1), 5 weeks, 8 weeks, trailer, etc.
Attribute Type	Civic Education, General Education, etc. qualifying courses.

### Class Search Information - The main Columns on the Class Search Listing:

<b>Select</b>	Click in the Select box to choose a class to register for. <ul style="list-style-type: none"> <li>· "C" indicates the course section is closed (full).</li> <li>· "SR"/"NR" indicates a Student Restriction or not available for Registration. This may be a course that is reserved for a specific major.</li> <li>· <b>No Check Box</b> indicates that you are already registered for that course.</li> </ul>
<b>CRN</b>	Course Reference Number-Identifies a specific section of course (4-5 digit number).
<b>Subj</b>	Three letter code for the subject of the course e.g., ANT.
<b>Crse</b>	Three number code for the Course Number e.g. 101
<b>Sec</b>	Course section.
<b>Cmp</b>	Campus where course is held; M=Main; Note there may be off-campus locations
<b>Cred</b>	Credit hours for course.
<b>Title</b>	Title of course.
<b>Days</b>	Days of the week the course meets.
<b>Time</b>	Time of day the course meets.
<b>Cap</b>	The total number of seats available for a course.
<b>Total Seats Taken</b>	Actual number of seats that students have already registered for in the course.
<b>Reserved Seats Avail.</b>	Remaining reserved seats available.
<b>Remaining Avail. Seats</b>	Remaining seats that are still open for registration. If this is 0, the course will be closed.
<b>Instructor</b>	Instructor(s) of course; (P)=Primary.
<b>Date</b>	(MM/DD): Semester dates.
<b>Location</b>	Location where the course will meet (Building and Room Number).

A. The examples below display searching by Subject and Course Number (you may also use other searches on the page below):

http://brmapp010.itec.suny.edu:11110/pls/pprd/bwckgens.p\_proc\_term\_date

ITEC PROD - brmapp013.it... CSR User Completed View Oracle Fusion Middleware ... Oracle Fusion Middleware ... Registration Look Up Classes x Oracle Fusion Middleware...

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

**LOOK UP CLASSES** Sep 21, 2015 11:37 am

*Note to students searching for Online Courses:* Online courses are separated into 2 Instructional Methods -- **Distance Learning Asynch** and **Distance Learning Asynch (Blended)**. Be sure to select one or both of these instructional methods when searching for online or blended courses. For a detailed description of each of these Instructional Methods, please see the Online Academy website at <https://www.sunybroome.edu/web/online-academy/home>.

**Subject:** All  
Alcohol and Substance Abuse  
American Sign Language  
Anthropology  
Arabic  
Art  
Biology  
**Business**  
Business Information Tech.  
Chemistry

**Course Number:** 111

**Title:**

**Schedule Type:** All  
Clinical  
Discussion

**Instructional Method:** All  
Dist Learn Asynch  
Dist Learn Asynch (Blended)

**Credit Range:** hours to hours

**Campus:** All  
Affiliated Clinical Site  
Afton High School

**Part of Term:** All  
Non-date based courses only  
College on the Weekend  
Extended Term

**Instructor:** All  
Abrams, Denise M  
Adolf, Eric James

**Session:** All  
Afternoon-Start at noon/late  
Evening-Start at 5PM/late

**Attribute Type:** All  
Cardiovascular  
Civic Education

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

Section Search

B.) Place a check into the box under “Select” next to the course section that you want to register for:

http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfcls.P\_GetCrse

ITEC PROD - brmapp01... CSR User Completed View Oracle Fusion Middleware ... Oracle Fusion Middleware ... Registration Look Up Classes Oracle Fusion Middleware...

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

**BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Financial Aid Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 11:39 am

**Look Up Classes**

Select the box in front of the CRN (C identifies a closed class, NR means "Not available for registration") and choose Register or Add to Worksheet.

**Sections Found**  
**Business**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title - Linked to Books required	Days	Time	Cap	Total Seats Taken	Reserved Seats Available	Remaining available seats	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Name of Instructor(s)	Date (MM/DD)	
<input type="checkbox"/>	3147	BUS	111	01	M	4.000	Financial Accounting	MW	08:00 am-09:50 am	25	21	0	4	0	0	0	0	0	0	Leon J. Wlazlo (P)	08/31-12/21	
<input type="checkbox"/>	3148	BUS	111	02	M	4.000	Financial Accounting	MW	12:00 pm-01:50 pm	25	17	0	8	0	0	0	0	0	0	Dennis J. Walker (P)	08/31-12/21	
<input type="checkbox"/>	3149	BUS	111	03	M	4.000	Financial Accounting	MW	02:00 pm-03:50 pm	25	25	0	0	0	0	0	0	0	0	John A. Kuzma (P)	08/31-12/21	
<input checked="" type="checkbox"/>	3151	BUS	111	05	M	4.000	Financial Accounting	TR	09:00 am-10:50 am	25	22	0	3	0	0	0	0	0	0	Dennis J. Walker (P)	08/31-12/21	
<input type="checkbox"/>	3152	BUS	111	06	M	4.000	Financial Accounting	TR	12:00 pm-01:50 pm	25	14	0	11	0	0	0	0	0	0	Dennis J. Walker (P)	08/31-12/21	
<input type="checkbox"/>	3153	BUS	111	07	M	4.000	Financial Accounting	WF	11:00 am-12:50 pm	25	16	0	9	0	0	0	0	0	0	Salvadore J. Julian (P)	08/31-12/21	
<input type="checkbox"/>	3154	BUS	111	08	M	4.000	Financial Accounting	TR	03:30 pm-05:20 pm	25	1	0	21	0	0	0	0	0	0	Dennis J. Walker (P)	08/31-12/21	
<input type="checkbox"/>	3156	BUS	111	Y01	DLO	4.000	Financial Accounting	TBA		20	16	0	4	0	0	0	0	0	0	Patrick F. O'Bryan (P)	08/31-12/21	
<i>This is an Internet course section. It is taught completely online.</i>																						
<input type="checkbox"/>	32504	BUS	111	Y02	DLO	4.000	Financial Accounting	TBA		20	12	0	8	0	0	0	0	0	0	0	Patrick F. O'Bryan (P)	08/31-12/21
<i>This is an Internet course section. It is taught completely online.</i>																						
<b>All results displayed: 9 courses total</b>																						
<input type="button" value="Register"/> <input type="button" value="Add to WorkSheet"/> <input type="button" value="New Search"/>																						

[ Week at a Glance | Student Detail Schedule | View Your Bill ]

RELEASE: 8.7.1

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C.) You can use the Scheduling Work Sheet to keep track of the course sections.

BUS 111 05 is held TR (Tuesday and Thursday) from 9-1050AM. Post this to the Scheduling Work Sheet then click on Add to Worksheet:

Broome Community College  
Scheduling Work Sheet

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am 8:30						
8:50						
9:00 9:30		<del>BUS III</del>		<del>BUS III</del>		
9:50						
10:00 10:30						
10:50		<del>3157</del>		<del>3157</del>		
11:00 11:30						
11:50						
12:00 pm 12:30						
12:50						
1:00 1:30						
1:50						
2:00 2:30						
2:50						
3:00 3:30						
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6:00 6:30						
6:50						
7:00 7:30						
7:50						
8:00 8:30						
8:50						
9:00 9:30						
9:50						

Please See Other Side For Sample Schedule



http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfreg.P\_AltPin1

ITEC PROD - brmapp013.it... CSR User Completed View Oracle Fusion Middleware ... Oracle Fusion Middleware ... Registration Add or Drop Classes x Oracle Fusion Middleware...

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

**BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Financial Aid Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 11:49 am

## Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

Paper bills will not be mailed. Click on [View Your Bill](#) to review your balance. If your plans change, you must drop your course(s) **before the start of the semester** to avoid owing money to the college. For [additional refund information click here](#).

**By completing the following worksheet, you are taking responsibility for your course registrations. You are verifying that all information is true and correct. You are agreeing to pay promptly all charges owed to the College, and take responsibility for any collection costs incurred in the collection of the debt. If you decide to change your education plans, you will notify the BCC Office of the Registrar in writing. You realize that non-attendance in class will not relieve you of your financial responsibility. To the best of your knowledge, you have met all prerequisites for your course registrations. You agree to abide by all College rules and regulations.**

To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

### Add Classes Worksheet

**CRNs**

[ [View Holds](#) | [Change Class Options](#) | [View Your Account](#) | [Purchase Books Online](#) ]

**RELEASE: 8.7.1S**

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D.) You may now look up other classes by clicking on Class Search.

Repeat steps 10A – 10C until you have CRN #'s for all course sections that you want to register for:

one or both of these instructional methods when searching for online or blended courses. For a detailed description of each of these Instructional Methods, please see the Online Academy website at <https://www.sunybroome.edu/web/online-academy/home>.

**Subject:** All  
Alcohol and Substance Abuse  
American Sign Language  
Anthropology  
Arabic  
Art  
Biology  
**Business**  
Business Information Tech.  
Chemistry

**Course Number:** 107

**Title:**

**Schedule Type:** All  
Clinical  
Discussion

**Instructional Method:** All  
Dist Learn Asynch  
Dist Learn Asynch (Blended)

**Credit Range:** hours to hours

**Campus:** All  
Affiliated Clinical Site  
Afton High School

**Part of Term:** All  
College on the Weekend  
Extended Term

**Instructor:** All  
Abrams, Denise M  
Adolf, Eric James

**Session:** All  
Afternoon-Start at noon/late  
Evening-Start at 5PM/late

**Attribute Type:** All  
Cardiovascular  
Civic Education

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

**Section Search**

[ [Week at a Glance](#) | [Student Detail Schedule](#) | [View Holds](#) ]

RELEASE: 8.7.15

**BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Financial Aid Employee

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Nicholas J. Guzzi  
 Fall Semester 2015  
 Sep 21, 2015 11:54 am

**Look Up Classes**

**Sections Found**

**Business**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title - Linked to Books required	Days	Time	Cap	Total Seats	Reserved Seats Taken	Remaining Available seats	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Name of Instructor(s)	Date (MM/1
<input checked="" type="checkbox"/>	3123	BUS	107	01	M	1.000	The Freshman Experience	M	09:00 am-09:50 am	14	6	0	8	0	0	0	0	0	0	Glen R. Wood (P)	08/31-
C	3124	BUS	107	02	M	1.000	The Freshman Experience	M	10:00 am-10:50 am	14	14	0	0	0	0	0	0	0	0	Glen R. Wood (P)	08/31-
C	3125	BUS	107	03	M	1.000	The Freshman Experience	M	11:00 am-11:50 am	14	14	0	0	0	0	0	0	0	0	Glen R. Wood (P)	08/31-
<input type="checkbox"/>	3128	BUS	107	05	M	1.000	The Freshman Experience	T	10:00 am-10:50 am	14	9	0	5	0	0	0	0	0	0	TBA	08/31-
C	3129	BUS	107	06	M	1.000	The Freshman Experience	T	11:00 am-11:50 am	14	14	0	0	0	0	0	0	0	0	John J. Bunnell (P)	08/31-
C	3130	BUS	107	07	M	1.000	The Freshman Experience	T	11:00 am-11:50 am	14	14	0	0	0	0	0	0	0	0	TBA	08/31-
<input type="checkbox"/>	3131	BUS	107	08	M	1.000	The Freshman Experience	T	12:00 pm-12:50 pm	14	3	0	11	0	0	0	0	0	0	TBA	08/31-
<input type="checkbox"/>	3132	BUS	107	09	M	1.000	The Freshman Experience	F	11:00 am-11:50 am	14	6	0	8	0	0	0	0	0	0	Gianpaolo Roma (P)	08/31-
<input type="checkbox"/>	3134	BUS	107	12	M	1.000	The Freshman Experience	W	10:00 am-10:50 am	14	5	0	9	0	0	0	0	0	0	John A. Kuzma (P)	08/31-
<input type="checkbox"/>	3135	BUS	107	13	M	1.000	The Freshman Experience	W	11:00 am-11:50 am	14	8	0	6	0	0	0	0	0	0	Glen R. Wood (P)	08/31-
<input type="checkbox"/>	3137	BUS	107	15	M	1.000	The Freshman Experience	W	12:00 pm-12:50 pm	14	8	0	6	0	0	0	0	0	0	Brian M. Loy (P)	08/31-
<input type="checkbox"/>	3139	BUS	107	17	M	1.000	The Freshman Experience	W	02:00 pm-02:50 pm	14	3	0	11	0	0	0	0	0	0	Brian M. Loy (P)	08/31-
<input type="checkbox"/>	3140	BUS	107	18	M	1.000	The Freshman Experience	M	01:00 pm-01:50 pm	14	8	0	6	0	0	0	0	0	0	Gianpaolo Roma (P)	08/31-
<input type="checkbox"/>	3141	BUS	107	19	M	1.000	The Freshman Experience	F	10:00 am-10:50 am	14	11	0	3	0	0	0	0	0	0	Gianpaolo Roma (P)	08/31-
<input type="checkbox"/>	4793	BUS	107	21	M	1.000	The Freshman Experience	R	12:00 pm-12:50 pm	14	5	0	9	0	0	0	0	0	0	Patrick F. O'Bryan (P)	08/31-
<input type="checkbox"/>	30299	BUS	107	22	M	1.000	The Freshman Experience	T	02:00 pm-02:50 pm	14	5	0	9	0	0	0	0	0	0	John A. Kuzma (P)	08/31-
<input type="checkbox"/>	32522	BUS	107	23	M	1.000	The Freshman Experience	T	01:00 pm-01:50 pm	14	1	0	13	0	0	0	0	0	0	Patrick F. O'Bryan (P)	08/31-
<input type="checkbox"/>	3143	BUS	107	70	M	1.000	The Freshman Experience	T	05:00 pm-05:50 pm	14	6	0	8	0	0	0	0	0	0	Martin J. Guzzi (P)	08/31-

All results displayed: 18 courses total

Register Add to WorkSheet New Search

[Work at a Glance](#) | [Student Detail Schedule](#) | [View Your Bill](#)

### Broome Community College Scheduling Work Sheet

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am						
8:30						
8:50						
9:00	<del>Bos 111</del>	Bos 111		Bos 111		
9:30	<del>3123</del>					
9:50						
10:00						
10:30						
10:50		3157		3157		
11:00						
11:30						
11:50						
12:00 pm						
12:30						
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*Please See Other Side For Sample Schedule*

②  
4

## BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Personal Information **Student** Financial Aid Employee

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 11:55 am

### Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

Paper bills will not be mailed. Click on [View Your Bill](#) to review your balance. If your plans change, you must drop your course(s) **before the start of the semester** to avoid owing money to the college. [For additional refund information click here.](#)

**By completing the following worksheet, you are taking responsibility for your course registrations. You are verifying that all information is true and correct. You are agreeing to pay promptly all charges owed to the College, and take responsibility for any collection costs incurred in the collection of the debt. If you decide to change your education plans, you will notify the BCC Office of the Registrar in writing. You realize that non-attendance in class will not relieve you of your financial responsibility. To the best of your knowledge, you have met all prerequisites for your course registrations. You agree to abide by all College rules and regulations.**

To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

#### Add Classes Worksheet

CRNs									
<input type="text" value="3151"/>	<input type="text" value="3123"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Submit Changes"/>	<input type="button" value="Class Search"/>	<input type="button" value="Reset"/>							

[ [View Holds](#) | [Change Class Options](#) | [View Your Account](#) | [Purchase Books Online](#) ]

RELEASE: 8.7.1S

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**Subject:** All  
Alcohol and Substance Abuse  
American Sign Language  
Anthropology  
Arabic  
Art  
Biology  
**Business**  
Business Information Tech.  
Chemistry

**Course Number:** 112

**Title:**

**Schedule Type:** All  
Clinical  
Discussion

**Instructional Method:** All  
Dist Learn Asynch  
Dist Learn Asynch (Blended)

**Credit Range:** hours to hours

**Campus:** All  
Affiliated Clinical Site  
Afton High School

**Part of Term:** All  
Non-date based courses only  
College on the Weekend  
Extended Term

**Instructor:** All  
Abrams, Denise M  
Adolf, Eric James

**Session:** All  
Afternoon-Start at noon/late  
Evening-Start at 5PM/late

**Attribute Type:** All  
Cardiovascular  
Civic Education

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

[ [Week at a Glance](#) | [Student Detail Schedule](#) | [View Holds](#) ]

RELEASE: 8.7.1S

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### Broome Community College Scheduling Work Sheet

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am	<del>Bus 112</del>		<del>Bus 112</del>		<del>Bus 112</del>	
8:50	<del>316a</del>		<del>316a</del>		<del>316a</del>	
9:00	<del>Bus 107</del>	Bus 111		Bus 111		
9:50	<del>3123</del>					
10:00						
10:50		<del>3157</del>		<del>3157</del>		
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*Please See Other Side For Sample Schedule*

③

5

**BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER**

Personal Information **Student** Financial Aid Employee

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Nicholas J. Guzzi  
 Fall Semester 2015  
 Sep 21, 2015 11:58 am

**Look Up Classes**

**Sections Found**

**Business**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title - Linked to Books required	Days	Time	Cap	Total Seats	Reserved Seats Taken	Remaining Available seats	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Name of Instructor(s)	Date (MM)
<input checked="" type="checkbox"/>	3161	BUS	112	01	M	3.000	Quantitative Business Methods	MWF	08:00 am-08:50 am	27	13	0	14	0	0	0	0	0	0	Sharon Steinberg (P)	08/3
C	3162	BUS	112	02	M	3.000	Quantitative Business Methods	MWF	09:00 am-09:50 am	25	25	0	0	0	0	0	0	0	0	Sharon Steinberg (P)	08/3
C	3163	BUS	112	03	M	3.000	Quantitative Business Methods	MWF	11:00 am-11:50 am	25	25	0	0	0	0	0	0	0	0	Charles F. Petrolawicz (P)	08/3
C	3164	BUS	112	04	M	3.000	Quantitative Business Methods	MWF	01:00 pm-01:50 pm	25	25	0	0	0	0	0	0	0	0	Sharon Steinberg (P)	08/3
<input type="checkbox"/>	3165	BUS	112	05	M	3.000	Quantitative Business Methods	MW	02:00 pm-03:15 pm	25	18	0	7	0	0	0	0	0	0	Dennis J. Walker (P)	08/3
<input type="checkbox"/>	3166	BUS	112	06	M	3.000	Quantitative Business Methods	TR	08:00 am-09:15 am	25	13	0	12	0	0	0	0	0	0	Charles F. Petrolawicz (P)	08/3
<input type="checkbox"/>	3167	BUS	112	07	M	3.000	Quantitative Business Methods	T	10:00 am-11:50 am	25	14	0	11	0	0	0	0	0	0	Salvadore J. Julian (P)	08/3
								R	10:00 am-10:50 am											Salvadore J. Julian (P)	08/3
<input type="checkbox"/>	3170	BUS	112	70	M	3.000	Quantitative Business Methods	R	06:00 pm-08:50 pm	25	2	0	23	0	0	0	0	0	0	Todd J. Hertzog (P)	08/3
<input type="checkbox"/>	31052	BUS	112	Y01	DLO	3.000	Quantitative Business Methods	TBA		20	9	0	11	0	0	0	0	0	0	Patrick F. O'Bryan (P)	08/3

*This is an Internet course section. It is taught completely online.*

All results displayed: 9 courses total

Register Add to WorkSheet New Search

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RELEASE: 8.7.1S

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 Collins, Scott  
 FERPA 2:  
 mail.google.com

## BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Personal Information **Student** Financial Aid Employee

Search

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Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 11:59 am

### Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

Paper bills will not be mailed. Click on [View Your Bill](#) to review your balance. If your plans change, you must drop your course(s) **before the start of the semester** to avoid owing money to the college. For [additional refund information click here](#).

**By completing the following worksheet, you are taking responsibility for your course registrations. You are verifying that all information is true and correct. You are agreeing to pay promptly all charges owed to the College, and take responsibility for any collection costs incurred in the collection of the debt. If you decide to change your education plans, you will notify the BCC Office of the Registrar in writing. You realize that non-attendance in class will not relieve you of your financial responsibility. To the best of your knowledge, you have met all prerequisites for your course registrations. You agree to abide by all College rules and regulations.**

To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

#### Add Classes Worksheet

CRNs

<input type="text" value="3151"/>	<input type="text" value="3123"/>	<input type="text" value="3161"/>	<input type="text"/>									
<input type="button" value="Submit Changes"/>	<input type="button" value="Class Search"/>	<input type="button" value="Reset"/>										

[\[ View Holds \]](#) [\[ Change Class Options \]](#) [\[ View Your Account \]](#) [\[ Purchase Books Online \]](#)

RELEASE: 8.7.1S

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**Subject:** All  
Alcohol and Substance Abuse  
American Sign Language  
Anthropology  
Arabic  
Art  
Biology  
Business  
Business Information Tech.  
Chemistry

**Course Number:** 118

**Title:**

**Schedule Type:** All  
Clinical  
Discussion

**Instructional Method:** All  
Dist Learn Asynch  
Dist Learn Asynch (Blended)

**Credit Range:** hours to hours

**Campus:** All  
Affiliated Clinical Site  
Afton High School

**Part of Term:** All  
Non-date based courses only  
College on the Weekend  
Extended Term

**Instructor:** All  
Abrams, Denise M  
Adolf, Eric James

**Session:** All  
Afternoon-Start at noon/late  
Evening-Start at 5PM/late

**Attribute Type:** All  
Cardiovascular  
Civic Education

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

Section Search

[ [Week at a Glance](#) | [Student Detail Schedule](#) | [View Holds](#) ]

RELEASE: 8.7.1S

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**Sections Found**

**Business**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title - Linked to Books required	Days	Time	Cap	Total Seats	Reserved Seats Taken	Remaining Available seats	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Name of Instructor(s)	Date (MM/DD)	Loc
<input checked="" type="checkbox"/>	3177	BUS	118	01	M	3.000	Business Law I	MWF	11:00 am-11:50 am	25	19	0	6	0	0	0	0	0	0	Brian M. Loy (P)	08/31-12/21	BB C
<input type="checkbox"/>	3178	BUS	118	02	M	3.000	Business Law I	MWF	09:00 am-09:50 am	25	15	0	10	0	0	0	0	0	0	Charles F. Petrolawicz (P)	08/31-12/21	BB 2
C	3179	BUS	118	03	M	3.000	Business Law I	TR	12:00 pm-01:15 pm	25	25	0	0	0	0	0	0	0	0	Dominic S. DePersis (P)	08/31-12/21	MB 2
<input type="checkbox"/>	3180	BUS	118	04	M	3.000	Business Law I	MWF	12:00 pm-12:50 pm	25	18	0	7	0	0	0	0	0	0	Charles F. Petrolawicz (P)	08/31-12/21	BB 2
<input type="checkbox"/>	3181	BUS	118	05	M	3.000	Business Law I	MWF	12:00 pm-12:50 pm	25	5	0	20	0	0	0	0	0	0	Joan R. Lubar (P)	08/31-12/21	BB 1
<input type="checkbox"/>	3183	BUS	118	06	M	3.000	Business Law I	MWF	11:00 am-11:50 am	25	8	0	17	0	0	0	0	0	0	Joan R. Lubar (P)	08/31-12/21	BB C
<input type="checkbox"/>	3184	BUS	118	08	M	3.000	Business Law I	MWF	08:00 am-08:50 am	25	4	0	21	0	0	0	0	0	0	TBA	08/31-12/21	BB 2
<input type="checkbox"/>	3185	BUS	118	09	M	3.000	Business Law I	TR	09:30 am-10:45 am	25	18	0	7	0	0	0	0	0	0	Charles F. Petrolawicz (P)	08/31-12/21	BB 2
<input type="checkbox"/>	3186	BUS	118	10	M	3.000	Business Law I	T	10:00 am-11:50 am	25	5	0	20	0	0	0	0	0	0	TBA	08/31-12/21	BB 2
<input type="checkbox"/>	3188	BUS	118	70	M	3.000	Business Law I	T	06:00 pm-08:50 pm	25	5	0	20	0	0	0	0	0	0	Diana M. Petrolawicz (P)	08/31-12/21	BB 2
NR	30789	BUS	118	CB7	M	3.000	Business Law I	S	09:15 am-10:50 am	20	0	0	20	0	0	0	0	0	0	Charles F. Petrolawicz (P)	09/11-12/12	BB 2
								S	01:15 pm-02:50 pm											Charles F. Petrolawicz (P)	09/11-12/12	BB 2

*This is a WEEKENDER course taught as a BLENDED course. Students meet in class and work online as scheduled. A schedule will be distributed at the first class meeting. If you have any questions, please call 778-5133.*

<input type="checkbox"/>	3189	BUS	118	Y01	DLO	3.000	Business Law I	TBA		20	15	0	5	0	0	0	0	0	0	Gerald A. Loy (P)	08/31-12/21	OFD OFD
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*This is an Internet course section. It is taught completely online.*

<input type="checkbox"/>	3190	BUS	118	Y02	DLO	3.000	Business Law I	TBA		20	11	0	9	0	0	0	0	0	0	Gerald A. Loy (P)	08/31-12/21	OFD OFD
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*This is an Internet course section. It is taught completely online.*

All results displayed: 13 courses total

[ [Week at a Glance](#) | [Student Detail Schedule](#) | [View Your Bill](#) ]

RELEASE: 8.7.15

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### Broome Community College Scheduling Work Sheet

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am	<del>Bos 112</del>		<del>Bos 102</del>		<del>Bos 112</del>	
8:30	<del>3161</del>		<del>3161</del>		<del>3161</del>	
9:00	<del>Bos 107</del>	Bos 111		Bos 111		
9:30	<del>3122</del>					
10:00						
10:30						
10:50		3151		3151		
11:00	<del>Bos 118</del>		<del>Bos 118</del>		<del>Bos 118</del>	
11:30	<del>3177</del>		<del>3177</del>		<del>3177</del>	
12:00 pm						
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*Please See Other Side For Sample Schedule*

4

## BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Personal Information **Student** Financial Aid Employee

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 01:47 pm

### Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

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To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

### Add Classes Worksheet

CRNs

<input type="text" value="3151"/>	<input type="text" value="3123"/>	<input type="text" value="3161"/>	<input type="text" value="3177"/>	<input type="text"/>									
<input type="button" value="Submit Changes"/>	<input type="button" value="Class Search"/>	<input type="button" value="Reset"/>											

[ [View Holds](#) | [Change Class Options](#) | [View Your Account](#) | [Purchase Books Online](#) ]

RELEASE: 8.7.15

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**Subject:** All  
Alcohol and Substance Abuse  
American Sign Language  
Anthropology  
Arabic  
Art  
Biology  
**Business**  
Business Information Tech.  
Chemistry

**Course Number:** 141

**Title:**

**Schedule Type:** All  
Clinical  
Discussion

**Instructional Method:** All  
Dist Learn Asynch  
Dist Learn Asynch (Blended)

**Credit Range:** hours to hours

**Campus:** All  
Affiliated Clinical Site  
Afton High School

**Part of Term:** All  
Non-date based courses only  
College on the Weekend  
Extended Term

**Instructor:** All  
Abrams, Denise M  
Adolf, Eric James

**Session:** All  
Afternoon-Start at noon/late  
Evening-Start at 5PM/late

**Attribute Type:** All  
Cardiovascular  
Civic Education

**Start Time:** Hour 00 Minute 00 am/pm am

**End Time:** Hour 00 Minute 00 am/pm am

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

Section Search

[ [Week at a Glance](#) | [Student Detail Schedule](#) | [View Holds](#) ]

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http://brmapp010.itec.suny.edu:11110/pls/pprd/bwckgens.P\_RegsGetCrse

ITEC PROD - brmapp013.itec.s... Look Up Classes

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

LOOK UP CLASSES Sep 22, 2015 12:55 pm

**Sections Found**  
Business

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title - Linked to Books required	Days	Time	Cap	Total Seats	Reserved Seats Taken	Remaining available seats	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Name of Instructor(s)	Date (MM/DD)	Location
<input type="checkbox"/>	3193	BUS	141	01	M	3.000	Marketing	MWF	09:00 am-09:50 am	25	11	0	14	0	0	0	0	0	0	Thomas I. Rossi (P)	08/31-12/21	BB 219
<input checked="" type="checkbox"/>	3194	BUS	141	02	M	3.000	Marketing	MWF	10:00 am-10:50 am	25	18	0	7	0	0	0	0	0	0	Thomas I. Rossi (P)	08/31-12/21	BB 219
<input type="checkbox"/>	3195	BUS	141	03	M	3.000	Marketing	MWF	11:00 am-11:50 am	25	9	0	16	0	0	0	0	0	0	Thomas I. Rossi (P)	08/31-12/21	BB 219
<input type="checkbox"/>	3196	BUS	141	04	M	3.000	Marketing	MW	02:00 pm-03:15 pm	25	24	0	1	0	0	0	0	0	0	Stephen E. Ohl (P)	08/31-12/21	BB 110
<input type="checkbox"/>	3197	BUS	141	05	M	3.000	Marketing	MW	03:30 pm-04:45 pm	25	11	0	14	0	0	0	0	0	0	Stephen E. Ohl (P)	08/31-12/21	BB 110
<input type="checkbox"/>	3198	BUS	141	06	M	3.000	Marketing	TR	08:00 am-09:15 am	25	11	0	14	0	0	0	0	0	0	Robert A. Salamida (P)	08/31-12/21	BB 209
<input type="checkbox"/>	3199	BUS	141	07	M	3.000	Marketing	TR	12:00 pm-01:15 pm	25	23	0	2	0	0	0	0	0	0	Mid E. Semple (P)	08/31-12/21	BB 110
<input type="checkbox"/>	3200	BUS	141	08	M	3.000	Marketing	TR	02:00 pm-03:15 pm	25	14	0	11	0	0	0	0	0	0	Mid E. Semple (P)	08/31-12/21	BB 110
<input type="checkbox"/>	3203	BUS	141	11	M	3.000	Marketing	MWF	01:00 pm-01:50 pm	25	12	0	13	0	0	0	0	0	0	Candice W. Faith (P)	08/31-12/21	BB 220
<input type="checkbox"/>	3204	BUS	141	12	M	3.000	Marketing	TR	12:00 pm-01:15 pm	25	14	0	11	0	0	0	0	0	0	John J. Bunnell (P)	08/31-12/21	BB 232
<input type="checkbox"/>	31932	BUS	141	13	M	3.000	Marketing	TR	09:30 am-10:45 am	20	13	0	7	0	0	0	0	0	0	John J. Bunnell (P)	08/31-12/21	BB 005
NR	30790	BUS	141	CB7	M	3.000	Marketing	F	06:00 pm-07:35 pm	20	1	0	19	0	0	0	0	0	0	John J. Bunnell (P)	09/11-12/12	BB 219
					S				11:00 am-12:35 pm											John J. Bunnell (P)	09/11-12/12	BB 219

*This is a WEEKENDER course taught as a BLENDED course. Students meet in class and work online as scheduled. A schedule will be distributed at the first class meeting. If you have any questions, please call 778-5133.*

<input type="checkbox"/>	3205	BUS	141	Y01	DLO	3.000	Marketing	TBA		20	9	0	11	0	0	0	0	0	0	Mid E. Semple (P)	08/31-12/21	OFDL OFDL
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*This is an Internet course section. It is taught completely online.*

<input type="checkbox"/>	3206	BUS	141	Y02	DLO	3.000	Marketing	TBA		20	7	0	13	0	0	0	0	0	0	Mid E. Semple (P)	08/31-12/21	OFDL OFDL
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*This is an Internet course section. It is taught completely online.*

All results displayed: 14 courses total

Register Add to WorkSheet New Search

[ Week at a Glance | Student Detail Schedule | View Your Bill ]

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### Broome Community College Scheduling Work Sheet

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am	<del>Bos 112</del>		<del>Bos 112</del>		<del>Bos 112</del>	
8:30	<del>3161</del>		<del>3161</del>		<del>3161</del>	
9:00	<del>Bos 107</del>	Bos 111		Bos 111		
9:30	<del>3123</del>					
10:00	<del>Bos 141</del>	<del>3151</del>	<del>Bos 141</del>	<del>3151</del>	<del>Bos 141</del>	
10:30						
10:50	<del>3194</del>		<del>3194</del>	<del>3151</del>	<del>3194</del>	
11:00	<del>Bos 118</del>		<del>Bos 118</del>		<del>Bos 118</del>	
11:30	<del>3177</del>		<del>3177</del>		<del>3177</del>	
12:00 pm						
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*Please See Other Side For Sample Schedule*

(5)

## BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Personal Information **Student** Financial Aid Employee

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 01:51 pm

### Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

Paper bills will not be mailed. Click on [View Your Bill](#) to review your balance. If your plans change, you must drop your course(s) **before the start of the semester** to avoid owing money to the college. [For additional refund information click here.](#)

**By completing the following worksheet, you are taking responsibility for your course registrations. You are verifying that all information is true and correct. You are agreeing to pay promptly all charges owed to the College, and take responsibility for any collection costs incurred in the collection of the debt. If you decide to change your education plans, you will notify the BCC Office of the Registrar in writing. You realize that non-attendance in class will not relieve you of your financial responsibility. To the best of your knowledge, you have met all prerequisites for your course registrations. You agree to abide by all College rules and regulations.**

To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

### Add Classes Worksheet

CRNs

<input type="text" value="3151"/>	<input type="text" value="3123"/>	<input type="text" value="3161"/>	<input type="text" value="3177"/>	<input type="text" value="3194"/>	<input type="text"/>														
<input type="button" value="Submit Changes"/>	<input type="button" value="Class Search"/>	<input type="button" value="Reset"/>																	

[ [View Holds](#) | [Change Class Options](#) | [View Your Account](#) | [Purchase Books Online](#) ]

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11.) Once you have all of the CRNs listed on the Add or Drop Classes form, click on Submit Changes.

This will register you into the course sections.

You may get warning and/ or error messages if the class is filled or if the class does not pertain to your program of study. Other messages may appear after clicking on Submit Changes:

The following are some of the possible **Registration Add Errors** you may encounter:

<b>Duplicate CRN</b>	Entered the same CRN twice
<b>Special Approval</b>	Need special approval from the department to add the course
<b>Major/Program Restriction</b>	Restriction that only allows students in the specified majors or programs to register for the course
<b>Class Restriction</b>	Only specified majors can register for the class.
<b>Closed Section</b>	Section is full – No seats available
<b>Time Conflict</b>	The specified course (CRN) is at the same time as another course in the schedule
<b>Preq and Test Score</b>	There is a Prerequisite course or test score grade required for this class. You do not meet this requirement.
<b>Coreq ***** REQ</b>	The course you are trying to register for has to be taken with the specified Co-requisite course. You have to register for both at the same time.
<b>Link Error</b>	The selected lecture/lab must be taken with the linked lecture/lab. Your lecture/lab combination are not correct or are missing.
<b>Duplicate Course or Equivalent</b>	Course is a duplicate or equivalent course for the course specified in the error message.
<b>Max Hrs Exceeded</b>	Students are limited to a maximum of 20.5 hours per semester

If you receive a Registration Add error and feel you want to pursue registering for the course, **contact the department** offering the course for further information. You will have to get a **signed drop/add permission form authorizing an override for the class in question**. This form will then have to be taken to the **Registrar's Office**, Student Services Building, Room 105 for processing.

If you do not understand the error messages, please contact the registrar's office at [registrar@sunybroome.edu](mailto:registrar@sunybroome.edu)

http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfreg.P\_AltPin

ITC PROD - brmapp0... CSR User Completed ... Oracle Fusion Middle... Oracle Fusion Middle... Registration Add or Drop Classes x Oracle Fusion Middle... Oracle Fusion Middle...

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

Search  Go

RETURN TO MENU SITE MAP HELP EXIT

Nicholas J. Guzzi  
Fall Semester 2015  
Sep 21, 2015 01:57 pm

## Add or Drop Classes

If you are enrolled in a program of study at Broome Community College, you must have approval from your academic advisor prior to registering for classes. You must meet all of the necessary prerequisites for your course registrations. It is not necessary to meet with an advisor if you are a non-matriculated student.

If you are in a degree program at BCC and on Financial Aid/TAP/Student Loans, you must be enrolled in courses required for your degree program. Failure to comply may result in the loss of your Financial Aid/TAP/Student Loans.

Paper bills will not be mailed. Click on [View Your Bill](#) to review your balance. If your plans change, you must drop your course(s) **before the start of the semester** to avoid owing money to the college. For additional refund information click [here](#).

**By completing the following worksheet, you are taking responsibility for your course registrations. You are verifying that all information is true and correct. You are agreeing to pay promptly all charges owed to the College, and take responsibility for any collection costs incurred in the collection of the debt. If you decide to change your education plans, you will notify the BCC Office of the Registrar in writing. You realize that non-attendance in class will not relieve you of your financial responsibility. To the best of your knowledge, you have met all prerequisites for your course registrations. You agree to abide by all College rules and regulations.**

To add a class, enter the Course Reference Number in the Add Class section. To drop a class, use the options available in the Action pull-down list. Be sure to Submit Changes after your selections are made.

[Registration Error FAQ](#)

### Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
***Registered via the Web** on Sep 21, 2015	None	3123	BUS	107	01	Undergraduate	1.000	Satisfactory / Unsatisfactory		The Freshman Experience
***Registered via the Web** on Sep 21, 2015	None	3151	BUS	111	05	Undergraduate	4.000	Standard		Financial Accounting
***Registered via the Web** on Sep 21, 2015	None	3161	BUS	112	01	Undergraduate	3.000	Standard		Quantitative Business Methods
***Registered via the Web** on Sep 21, 2015	None	3177	BUS	118	01	Undergraduate	3.000	Standard		Business Law I
***Registered via the Web** on Sep 21, 2015	None	3194	BUS	141	02	Undergraduate	3.000	Standard		Marketing

Total Credit Hours: 14.000  
Billing Hours: 14.000  
Minimum Hours: 0.000  
Maximum Hours: 20.500  
Date: Sep 21, 2015 01:57 pm

Add Classes Worksheet

**CRNs**

Submit Changes Class Search Reset

12.) Click on RETURN TO MENU to get a view of your schedule.

Registration

---

**IMPORTANT REGISTRATION AND FINANCIAL INFORMATION**

- Charges are available online 24/7
- DO NOT rely** on being dropped for non-payment if your plans have changed.
- Withdraw online or notify the Registrar's Office in writing PRIOR to the beginning of the semester to avoid owing a bill to the College
- Withdrawal after the start of the semester is subject to the NYS Community College refund schedule.
- Non-Attendance does not relieve your financial obligation

**Summer TERM 2015**

Students registering on or before May 15, 2015:

- Payment is due **May 20, 2015**
- Your schedule **may be cancelled** if payment arrangements are not in place prior to **3:00pm May 22, 2015**
- Do not rely** on being dropped for non-payment.

Students registering on or after May 16, 2015:

- Your schedule **will not be cancelled for non-payment** on May 22, 2015
- This means that you will owe the College money unless you drop your classes BEFORE the start of the semester
- Your bill is due on May 20, 2015 or the day of registration, whichever is later

You can drop or add your classes:

- Contact the Registrar's Office in person or in writing.
- Online via MyCollege.sunybroome.edu until 11:59pm on the day prior to the beginning of the term/semester.

**Fall 2015 charges are anticipated to be available on or before July 24, 2015. Payment for Fall will be due August 19, 2015**

Online registration is open until 11:59pm on the day prior to the beginning of the term/semester.

[Select Term](#)  
[Add or Drop Classes](#)  
[Look Up Classes](#)  
[Change Class Options](#)  
[Week at a Glance](#) ←  
[Student Detail Schedule](#)  
[View Your Account](#)  
[Withdrawal Information](#)  
[Registration Status](#)  
[Update Student Term Data](#)  
[Active Registration](#)  
[Concise Student Schedule](#)  
[NYS Community College Refund Policy](#)  
[Purchase Books Online](#)  
Order your textbooks with a click of a button

13.) You have a few different ways to review your schedule:

Week at a Glance, Student Detail Schedule, or Concise Student Schedule.

In our example, we are choosing Week at a Glance:

ITEC PROD - brmapp013.itec.s... Week at a Glance

File Edit View Favorites Tools Help

Class Textbook and Cours... Home - myCampus Suggested Sites Upgrade Your Browser Free Hotmail

BROOME COMMUNITY COLLEGE | SELF-SERVICE BANNER

Click on File then Print

You may also print your schedule by pressing Ctrl and P on your keyboard

Personal Information Student Financial Aid Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Nicholas J. Guzzi  
Sep 22, 2015 01:17 pm

Week at a Glance

The following is your class schedule by day and time. Classes that do not have scheduled meeting times are listed at the bottom of the page. Click on hyperlinked courses for more detail.

Go to (MM/DD/YYYY):  Submit

Previous Week **Week of Sep 21, 2015** (17 of 30) Next Week

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8am	BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		
9am	BUS 107-01 3123 Class 9:00 am-9:50 am BB 006	BUS 111-05 3151 Class 9:00 am-10:50 am BB 219		BUS 111-05 3151 Class 9:00 am-10:50 am BB 219			
10am	BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		
11am	BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		

[ [Active Registrations](#) | [Registration History](#) | [Look Up Classes](#) | [Add or Drop Classes](#) | [Detail Schedule](#) ]

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14.) You may print your schedule by Clicking on File then Print or by pressing Ctrl P on your keyboard.

15.) You may then exit your account:

http://brmapp010.itec.suny.edu:11110/pls/pprd/bwskfshd.P\_CrseSchd

ITEC PROD - brmapp0... CSR User Completed ... Oracle Fusion Middle... Oracle Fusion Middle... Registration Week at a Glance x Oracle Fusion Middle... Oracle Fusion Middle...

File Edit View Favorites Tools Help

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Personal Information **Student** Financial Aid Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Nicholas J. Guzzi  
Sep 21, 2015 02:15 pm

### Week at a Glance

The following is your class schedule by day and time. Classes that do not have scheduled meeting times are listed at the bottom of the page. Click on hyperlinked courses for more detail.

Go to (MM/DD/YYYY):  Submit

[Previous Week](#) **Week of Sep 21, 2015 (17 of 30)** [Next Week](#)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8am	BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		BUS 112-01 3161 Class 8:00 am-8:50 am BB 220		
9am	BUS 107-01 3123 Class 9:00 am-9:50 am BB 006	BUS 111-05 3151 Class 9:00 am-10:50 am BB 219		BUS 111-05 3151 Class 9:00 am-10:50 am BB 219			
10am	BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		BUS 141-02 3194 Class 10:00 am-10:50 am BB 219		
11am	BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		BUS 118-01 3177 Class 11:00 am-11:50 am BB 005		

[ [Active Registrations](#) | [Registration History](#) | [Look Up Classes](#) | [Add or Drop Classes](#) | [Detail Schedule](#) ]

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If you experience difficulties with the registration process or have registration questions, please visit the Registrar - Student Services building, room 105 or call 607-778-5027.