



YORK COUNTY COMMUNITY COLLEGE

SMART START CHECKLIST

In order to have a successful start to your semester, please make sure to review the checklist below:

- 1) **Know the add/drop and withdraw dates** posted on YCCC 's [Academic Calendar](#) to avoid any unnecessary charges or unwanted grades on your transcript.
- 2) **Know your log in information** Instructions on how to set up or reset your password are listed [HERE](#). Once you set up your log in, you will be able to access [your email](#), online courses through [BrightSpace](#) and schedules through your [MyYCCC](#) account.
- 3) **You will not be able to access your courses online until the 1st day of the term.** However, you can access [Brightspace](#) within 24 hours of registration to test your log in. Please make sure that you log in on the very first day so that your instructor can verify your attendance.
- 4) **If you are new to online courses or Brightspace**, click [HERE](#) for helpful tips and videos to help get you started.
- 5) **Make sure that you have all of your textbooks** and materials for the start of the semester. Bookstore information can be [found HERE](#)
- 6) **Attendance and participation is important!** Make sure that you attend and/or log into your classes on the first day. Students that do not participate in their courses at the beginning of the term may be administratively dropped.
- 7) **If you are using financial aid or VA benefits** and are still missing documents, please make sure to complete the process as soon as possible. you can log into your [MyYCCC](#) account to view the status of your FAFSA, or contact the [Financial Aid office](#) for assistance.
- 8) **Make sure to pay any outstanding bills** to avoid any holds on your account. You can pay online through your [MyYCCC](#) account, or contact the Business Office for assistance by emailing studentaccounts@yccc.edu

If you need help connecting with someone on campus, please contact records@yccc.edu for assistance