From the Coordinator

By Ken Seino

Lab Tours, Orientations, and Computer Reservations

We welcome instructors to bring classes to the Lab for a tour or orientation. These take place in our main lab location (L-218) and can be a brief walk-through or sit-down orientation with a staff member giving a five to ten minute summary of our offerings. Instructors may also reserve computers as part of an orientation if they plan to have the class stay and work on specific projects. On a limited basis, faculty can reserve computers in advance for their class if they need computer access for a particular assignment or group project. To schedule, please call the Lab (x7476 days or x7496 evenings).
We offer a variety of tutoring and currently have labs on the North and Downtown campuses for Computer Applications, Math, Science, and Writing.

We also offer One-on-One tutoring for various subjects! Should you have a student in need our tutoring services, please send them to the Learning Lab to fill out a One-on-One Tutoring Request form!

We are happy to help in any way we can!

(Students can only use the Learning Lab's services before or after schedule class time).
Feature: The Math Lab Moves...

Talk about not having our S-606 Math Lab and it’s new location here...

IRF Forms are required for tutoring...

An IRF is an Instructor Recommendation Form. The purpose for this form is two-fold: It is to grant students access to tutoring and to capture FTE. The NCCCS State Auditor, requires that all students fill in the information asked for on this form and also requires Instructors to sign off on in order for the student to receive tutoring services and allows the Learning Lab to gain FTE.

Should you receive an email about the IRF or if a student delivers the form to you, please reply or sign it right there on the spot. Being appropriately filled out will help us to comply with the state auditors request for information!

This allows our students to receive the help they need as soon as possible!

Thank you for your help!

Printing Policy

Our policy for student printing remains limited to 5 free pages per day for L-218. This is a generous practice compared to most colleges. At many other institutions, students have to pay for any printed materials so we feel this is a reasonable practice. The Writing Lab also has the same policy (though papers exceeding this limit are allowed). Please keep this in mind as you require PDFs, PowerPoints, etc., and remind your students the LRC is a separate entity of the College and provides unlimited printing for a cost of 5-cents per page.

Financial Aid Assistance

Just an FYI...staff in the Learning Lab will only provide technical assistance (computer help) to students who are using lab computers to complete their FAFSA’s online. Questions regarding personal financial information or what type of loan they may be eligible for cannot be addressed without our staff violating pertinent FERPA regulations and should be referred to the staff in the Financial Aid Office. However, we are committed to serving our students in any other way.
Learning Lab Locations and Hours

Downtown Main Lab L-218:
  M-Th: 8am – 8:45pm; Fri: 8am – 5pm; Sat: 10am – 2pm.

Writing Lab L-219:
  M-Th: 8am – 8pm; Fri: 8am – 5pm; Sat: 10am – 2pm.

Math Lab L-219:
  M, T, F: 8am – 5pm; W, Th: 8am – 6pm; S: 10am—2pm.

Science Lab N-407:
  M-Th: 8am – 6pm; Fri: 8am – 6pm.

North Campus Learning Lab NA-113I:
  M-Th: 8am – 6pm; Fri: 8am – 3pm.

We’re on the Web!
http://cfcc.edu/learninglab/

Supplemental Instruction

CFCC’s Supplemental Instruction (SI) program is based in the Learning Lab. The goal of SI is to assist students with historically difficult courses in a tutor-led group setting. Learning Lab staff train SI leaders to conduct study sessions in order to help students learn how to learn the course content, earn higher grades, and become independent learners.

Fall 2012 SI Schedule

Downtown

North Campus

Schedule subject to change.

Call the Learning Lab at x7657 if you are interested in having an SI for your course!