

## TIPS FOR PARENTS & GUARDIANS

- Students may apply for Financial Aid at **fafsa.ed.gov** or through the FAFSA link provided in their Student Center. In addition to submitting a FAFSA with CGCC's school code (030722), students must also complete additional steps listed in their Student Center "To Do List" to receive financial aid. Students must log into their Student Center to monitor and complete all "To Do List" items for CGCC's Financial Aid Office to determine financial aid award eligibility. For more information, visit: **cgc.edu/financialaid**.
- After registering for classes, students may view their schedule, tuition/fees, payment deadlines, and refund deadlines by clicking on the "Account Inquiry" in their Student Center.
- If students do not have Financial Aid or a payment method in place prior to their payment deadlines they will be dropped from classes. Payment plan options are available online through the Student Center. Students may also pay in full online, over the phone with Cashier's at 480-732-7326, or in person by visiting the Cashier's Office (Coyote Center, Pecos Campus or Bluford Hall, Williams Campus).
- College staff are unable to speak with parents or guardians about a student's account or record without the student also being present. This policy includes restrictions for parents or guardians of students under the age of 18 and is in compliance with Federal Privacy Laws that govern postsecondary institutions.

## UNDERSTANDING FERPA

FERPA stands for the Family Educational Rights and Privacy Act, which is a federal law that protects a student's educational records. CGCC cannot discuss any student information with a parent or third party contact unless the student submits a "Student Information Release Authorization" (a.k.a. FERPA release) form with CGCC's Admissions and Records Office and sets up security questions. For more information, visit: **<https://www2.ed.gov/ferpa>**.

## SPECIAL ADMISSIONS FOR UNDERAGE STUDENTS

Students under the age of 18 will not be able to self-register for classes online. Students must obtain a parent or guardian signature on both class registration and financial responsibility forms. These forms are obtained and submitted through CGCC's Admissions and Records Office after course recommendations and class selections are made in Coyote Kickoff.

## IMPORTANT ONLINE RESOURCES

### **my.maricopa.edu**

Student Center (Add/Drop Classes & Pay Tuition)  
Find a Class (Class Schedule Search)  
Canvas (Online Classroom & Class Resources)  
Google Tools (Official Student Email)  
Bookstore (View & Purchase Required Textbooks)



### **aztransfer.com**

Resources for University Transfer  
Course Equivalency Guides (ASU, NAU, UA)





## COYOTE KICKOFF GUIDE FOR PARENTS & GUARDIANS

Coyote Kickoff is required for all new-to-college students seeking a degree or certificate program. Coyote Kickoff fulfills the Initial Advisement requirement listed in CGCC's Enrollment Steps and provides students the necessary information to be successful in their first semester at CGCC.

Coyote Kickoff is designed as a group academic advising session. Multiple academic advisors participate in the session to answer questions and work individually with students regarding course placement, semester planning, and degree and major requirements.

All new students must attend Coyote Kickoff before they are allowed to meet one-on-one with an academic advisor for future semester planning. Students are still considered "new-to-college" even if they completed college classes through ACE, Dual Enrollment, or Hoop of Learning while in high school.

Due to limited space, only students can attend Coyote Kickoff. Parents or guardians are not permitted in the Coyote Kickoff session with their student unless special accommodations or assistance is necessary.

### COYOTE KICKOFF STUDENTS WILL LEARN ABOUT...

- ✓ **Campus Resources**
- ✓ **How to Get Involved on Campus**
- ✓ **Strategies for Student Success**
- ✓ **Types of Degrees and Certificates**
- ✓ **Setting Academic and Career Goals**
- ✓ **Creating a First-Semester Plan**
- ✓ **How to Register for Classes**
- ✓ **Next Steps for Financial Aid**
- ✓ **Scholarship Information**

