

# NOC Tonkawa Enrollment Checklist



**NORTHERN**  
Oklahoma College

1220 E. Grand, Tonkawa

580.628.6200

[www.noc.edu](http://www.noc.edu)



## How to Apply NOC Tonkawa

### Table of Contents

<b>How to Apply</b> .....	<b>2</b>
Financial Aid.....	3
Scholarship Checklist.....	4-6
<b>What to Do After Acceptance</b> .....	<b>7</b>
<b>How to Register for Courses</b> .....	
NOC Username and Password Access.....	8
Steps to Register for Courses.....	9-12
<b>What to Do Before Classes Start</b> .....	<b>13</b>
NOC Student ID Number Location.....	14
NOC Username and Password.....	14
myNOC.....	14
Refund Option.....	15-16
NOC Student ID Card and Activation.....	17
Print Schedule.....	18
Email.....	18
Blackboard.....	19
Payment Plan.....	19
Academic Calendar.....	20-21
Dates to Remember.....	22
NOC Social Networking and Social Media Policy.....	23
NOC Emergency Alert System.....	24
IT Resources.....	25
NOC Bookstore.....	26

1.  Complete the free online application at [www.noc.edu/apply](http://www.noc.edu/apply).  
For international students, complete the online application at [www.noc.edu/international-students](http://www.noc.edu/international-students).
  
2.  Send official high school transcript, official transcripts from other colleges attended and/or GED documentation to:  
Attn: Registrar  
Northern Oklahoma College  
P.O. Box 310  
Tonkawa, OK 74653
  
3.  Send ACT scores (along with AP or CLEP results, if applicable) to NOC Registrar (address listed above).  
If ACT has not been taken or results cannot be obtained, visit [www.noc.edu/noctesting](http://www.noc.edu/noctesting).  
Choose Exam Registration Tonkawa to schedule an appointment to take the ACT at a cost of \$60.  
  
If ACT score is over 3 years old or ACT subscores are below 19, visit [www.noc.edu/noctesting](http://www.noc.edu/noctesting) to schedule an appointment to take the Modular ACT exam. Cost will vary by the number of subjects taken.
  
4.  Apply for Free Application for Federal Student Aid (FAFSA) [studentaid.gov/h/apply-for-aid/fafsa](http://studentaid.gov/h/apply-for-aid/fafsa).
  - Apply for FAFSA (Pg. 3). Use NOC’s Title IV Institutional Code 003162.
  - Contact Financial Aid in Vineyard Library-Administration Building, Room 105, or call 580.628.6595 to be sure you have turned in all the required documentation.
  - This is a free site. If you are asked to pay, you are on a commercial, not government website.
  
5.  Complete the scholarship application at [www.noc.edu/scholarships](http://www.noc.edu/scholarships).  
See attached checklist (Pgs. 4-6).

6.  Contact for additional information:
- **International students**, visit [www.noc.edu/international-students](http://www.noc.edu/international-students) for more information or call 580.628.6221.
  - **Native American students**, contact the Native American advisor at 580.628.6654 for information on tribal assistance.
  - **Student Disability Services (SDS)**, Contact SDS if you believe you have a disability and would like to start the intake process. SDS is located in the Vineyard Library-Administration Building, Room 101, or call 580.628.6240.
  - **Veterans or military students**, visit [www.noc.edu/military](http://www.noc.edu/military) for the GI Bill checklist and more information or call 580.628.6227.

## Financial Aid

The Financial Aid Office is located in the Vineyard Library-Administration Building, Room 105. Please sign into the kiosk when you arrive or call 580.628.6595.

### Steps to Apply for Federal Financial Aid:

- Complete the Free Application for Federal Student Aid (FAFSA) and submit it online by going to <https://studentaid.gov/h/apply-for-aid/fafsa>.  
**Be sure to sign the application and list NOC as a school to receive the Student Aid Report by using the Institutional Code, 003162.**
- When NOC receives the Student Aid Report, you will be notified and asked to complete additional documentation.  
**If you have not been notified by NOC within two weeks of filing a completed FAFSA, please contact the Financial Aid Office at 580.628.6595 to see if additional information is needed.**
- If you are requesting student loans, you are required to complete Entrance Counseling and a Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov) **before your loans can be awarded.**
- When all required documents are received, NOC will evaluate your file and send you an award notification email offering the eligible federal aid.  
**The email will be sent to the email address that you provide on your file documents.**
- Accept or decline the offered awards online by following the step-by-step instructions given in the award email. Financial aid will be accepted through the myNOC portal at [portal.noc.edu/ICS](http://portal.noc.edu/ICS). Instructions for obtaining a username and password can be found on page 8.

*Remember that continued eligibility for all federal grant and loan programs depends upon your academic progress. A summary of requirements will be included with the award email notification.*

A detailed explanation of the NOC policy is included in the Course Catalog and Student Handbook located at [www.noc.edu/course-catalog-handbook](http://www.noc.edu/course-catalog-handbook).

## Scholarship Checklist

1.  **Students planning to apply for scholarships must complete the Online Admissions Application at [www.noc.edu/apply](http://www.noc.edu/apply).**
2.  **Complete the Institutional Scholarship Application Form at [www.noc.edu/scholarships](http://www.noc.edu/scholarships).**
  - First-time users will "Sign Up" using their NOC username and password.
  - To be considered for scholarships, applicants must complete the Institutional Scholarship Application Form at [www.noc.edu/scholarships](http://www.noc.edu/scholarships) along with any required additional documentation and submit to the scholarship office by the stated deadline each year.
3.  **Complete the Free Application for Federal Financial Aid (FAFSA) at <https://studentaid.gov/h/apply-for-aid/fafsa>. Northern's Title IV Institutional Code is 003162. **Every student who is awarded scholarships is required to complete the FAFSA.****
  - New filing year opens every October 1 for the next academic year.
  - When NOC receives the Student Aid Report, you will be notified and asked to complete additional documentation.
  - For applications received prior to January 1, you will receive your documents after the first of the year.
  - If you have not been notified by NOC within two weeks of filing a completed FAFSA, with the exception of those who filed prior to January 1, please contact the Financial Aid Office to see if additional information is needed.
  - To consider you for scholarships, the Financial Aid Office must have received your FAFSA and all required paperwork submitted, regardless of eligibility.
  - Applicants are required to complete the FAFSA within 30 days of accepting a scholarship award. Failure to do so may result in scholarship being revoked. NOTE: All financial aid will be primary source of funding education. Best consideration date for financial aid is December 1.

### Contact Information:

Institutional Scholarship Coordinator

580.628.6760

[scholarships@noc.edu](mailto:scholarships@noc.edu)

Or visit our website at [www.noc.edu/scholarships](http://www.noc.edu/scholarships)

### What to Expect:

- When all required documents are received, the Financial Aid Office will evaluate your student file and send out award notifications via email, including instructions on how to log in to myNOC and accept your awards.
- Scholarship award notifications will be sent via email and contain a link to the scholarship website that gives details about the offer and allows the scholarship to be accepted. If you are unable to open the link, go to [www.noc.edu/scholarships](http://www.noc.edu/scholarships).

### Need to Know:

- Not every scholarship is available for award every year. Funding determines availability.
- **PRIORITY DEADLINE:** Applications for the Presidential Leadership Scholarship, the NOC/OSU Gateway Ambassadors Scholarship or the State Regents Academic Scholarship must be submitted by February 20. Priority deadline for all other scholarships is February 20 with scholarships awarded to qualified applicants on a first come, first serve basis until August 25. For new or transfer students, spring deadline is January 25.
- The scholarship committees on each campus shall determine the recipients for the scholarship awards. The Institutional Scholarship Office administers the scholarship awards.
- Priority will be given to applicants who are Oklahoma residents, United States citizens or permanent residents.
- Students on institutional academic achievement scholarships, i.e., PLC, academic, valedictorian, salutatorian, freshman or sophomore regents, etc. must be an Oklahoma resident and enrolled full-time.
- Maximum institutional scholarships may not exceed five (5) full-time academic semesters (does not include summer courses) unless otherwise stated.
- Scholarship funds will be applied for fall and spring semesters unless otherwise stated. Students who have a remaining scholarship balance within the current academic year and have maintained scholarship retention criteria may use their remaining balance during the summer semester.
- All students must reapply each academic year. A complete list of scholarships with criteria are available at [www.noc.edu/scholarships](http://www.noc.edu/scholarships).
- To be considered for scholarships, applicants must adhere to the institutional academic standards policies, drug and alcohol policies, student conduct policies, and participation agreements. Failure to comply may result in removal of scholarship award. All policies and procedures may be found in the NOC Course Catalog and Student Handbook at [www.noc.edu/course-catalog-handbook](http://www.noc.edu/course-catalog-handbook).

- Any student whose scholarship award has been removed from Northern Oklahoma College may appeal the removal by filling out the Scholarship Appeal Form and submitting it along with supporting documentation to the Scholarship Office.
- Scholarship appeals are limited to one year from the start of the semester last enrolled.
- While every effort is taken to ensure that the correct information is presented, current NOC policy, State Regents' policy, NOC Foundation policy, state and federal laws and/or the intent of the donor who established a Foundation scholarship program (as applicable) will override any outdated or erroneous information listed here.
- Variation from any scholarship policies or procedures require an appeal to the Scholarship Appeals Board. This subcommittee acts as a hearing body on scholarship appeals for students or programs who are not in compliance with the institutional policies affecting their scholarship awards. Members shall consist of the Vice President for Development and Community Relations, Vice President for Financial Affairs, Vice President for Student Affairs, and the Scholarship Coordinator. The Appeals Board will evaluate information related to each appeal and solicit any additional documentation from the appropriate department/program representative and/or campus scholarship committee chair when necessary. Final decisions shall be submitted in writing to the President for approval.
- Recipients of participation scholarships are required to reside in resident housing in accordance with the Statement of College Housing Policy outlined in the NOC Course Catalog and Student Handbook [www.noc.edu/course-catalog-handbook](http://www.noc.edu/course-catalog-handbook).
- Showing gratitude is an essential part of receiving a private scholarship. It is important that recipients thank our donors. Upon accepting your private scholarship from the NOC Foundation, we ask that you acknowledge it with a thank you letter submitted to the Institutional Scholarship Office. The NOC Foundation hosts various events to connect scholarship recipients with donors. It is expected that recipients will attend these events.
- Scholarship awards will be reviewed after the Financial Aid Office has determined the student's Cost of Attendance\* budget. If a student receives state and federal financial aid grants, i.e., Pell, SEOG, OTAG, OHLAP, etc. their scholarship award will be applied secondary and cannot exceed \$1,000 of the actual student bill for the current semester. Scholarships sent to the college from outside sources will be refunded up to, but not to exceed the Cost of Attendance budget. Loans will be reduced before any other aid sources.
  - \* Cost of Attendance means the aggregate cost for a student to enroll in a degree program. This includes tuition, the cost of books, fees and other related educational expenses, as well as the cost of on- or off-campus room and board. View and compare tuition and fees at <http://www.noc.edu/tuition>.
- Participation sponsors must collaborate with the Scholarship Office prior to making awards to students to assure maximization of resources and to avoid over-award situations resulting in post-notification adjustments. This guideline is intended to maximize the use of all college resources for scholarships and grants, as well as to assure clear and accurate communication with students.



## What to Do After Acceptance NOC Tonkawa

1.  Watch the *15 to Finish* video at [www.noc.edu/degreeprograms](http://www.noc.edu/degreeprograms).
2.  Go to the NOC Tonkawa Registrar's Office in the Vineyard Library-Administration Building to:
  - Declare a major [www.noc.edu/degreeprograms](http://www.noc.edu/degreeprograms).
  - Be assigned an advisor.
  - Students undecided about a major should make an appointment with the Coordinator of Student Academic Success Services at 580.628.6258 to discuss degree program options. The coordinator can also connect students with Focus 2, an online career exploration tool, to assist them in choosing a major that aligns with their personal attributes, such as values, interests, skills, and personality type.
3.  Set an appointment with an academic advisor to enroll for classes, call 580.628.6220.
4.  Apply for Residential Life housing at [www.noc.edu/reslife](http://www.noc.edu/reslife) (required for single freshmen under the age of 21 and not living with a guardian). A \$75 nonrefundable deposit is required. Housing preferences are first come, first serve based on date of housing deposit.



## How to Register for Courses

To register for courses, access coursework on Blackboard and for many other functions, you will need your NOC username and password.

If you are a new student, you will receive your username and password in an email, such as the one below, at the personal email address you listed on your application.

**NOC email message will look something like this:**

Welcome to Northern Oklahoma College! Your assigned NOC Access username and password is included at the bottom of this email. Your NOC username and password should be used to log into myNOC (student portal), Blackboard (academic coursework), wireless access, computer labs and your NOC student email account.

For more information on these sites and resources please visit [www.noc.edu](http://www.noc.edu).

We look forward to working with you at Northern Oklahoma College. Should you have any questions, please do not hesitate to contact us through the IT Help Desk at 580.628.6291. You can also reference our online directory at [www.noc.edu/directory](http://www.noc.edu/directory) for a complete listing of contact information.

**IMPORTANT: RETAIN THIS INFORMATION AND  
DO NOT SHARE THIS INFORMATION WITH ANYONE.**

*You will frequently be asked to provide this for access to  
NOC technology services.*

**USERNAME: JANEDOE  
PASSWORD: ILOVENOC123**

If you do not receive this email or have issues logging in, please contact the NOC IT Help Desk at 580.628.6291 or email [lori.erasmus@noc.edu](mailto:lori.erasmus@noc.edu).

If you are a returning student and you are unable to recall your username and password or if your assigned credentials do not work when you attempt to log in, please contact the IT Help Desk at 580.628.6291.

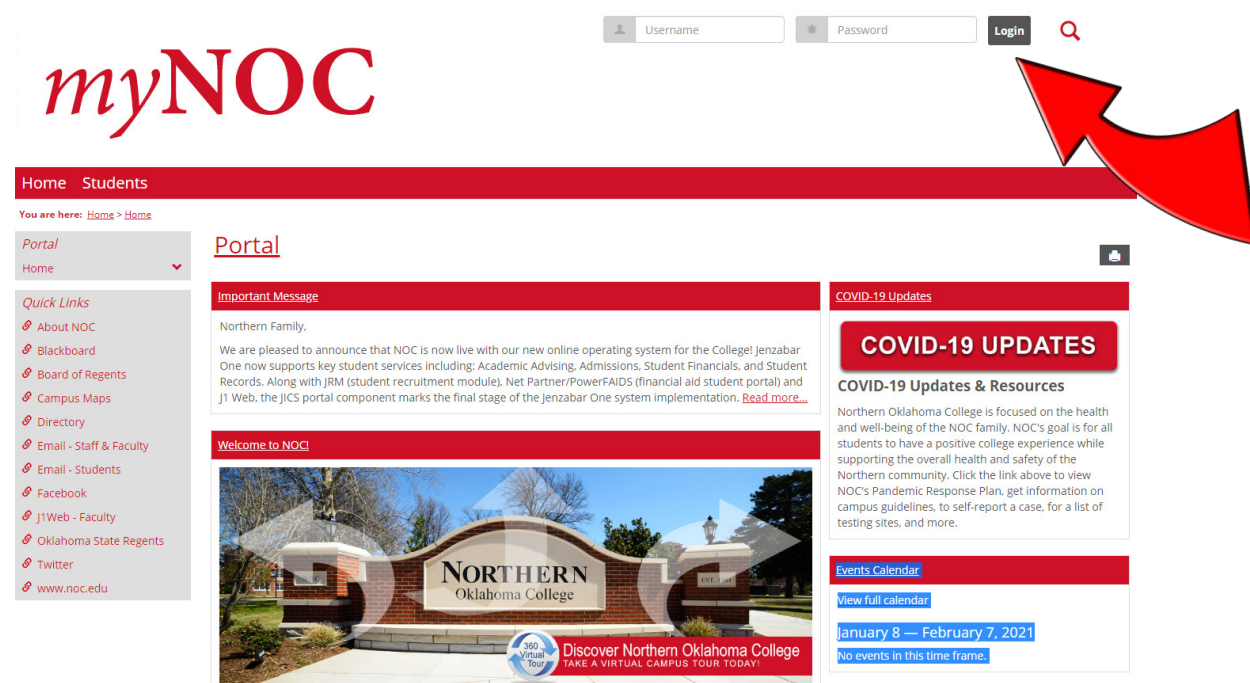
Once you have your credentials, log in to myNOC ([portal.noc.edu](http://portal.noc.edu)) using your NOC username and password.

For questions, contact registration at:

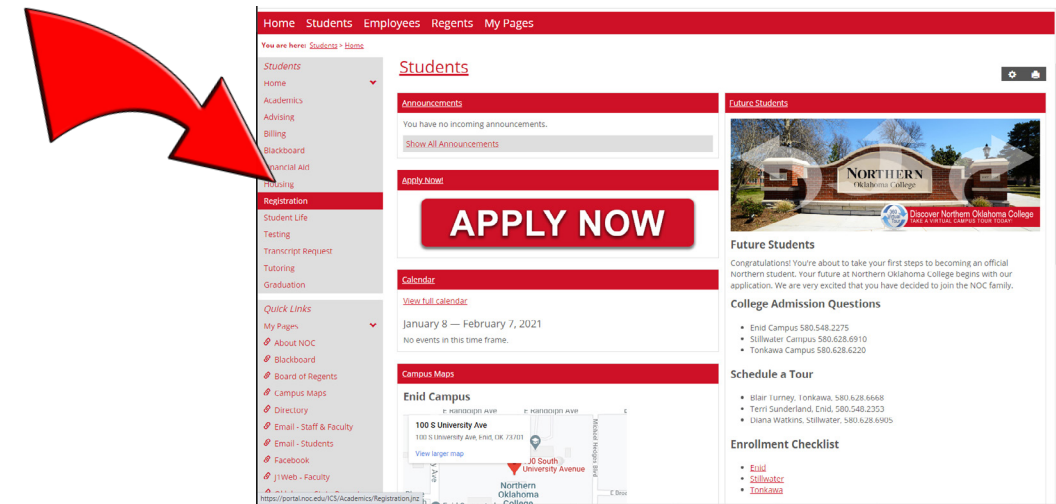
Tonkawa: 580.628.6220

Enid: 580.548.2275

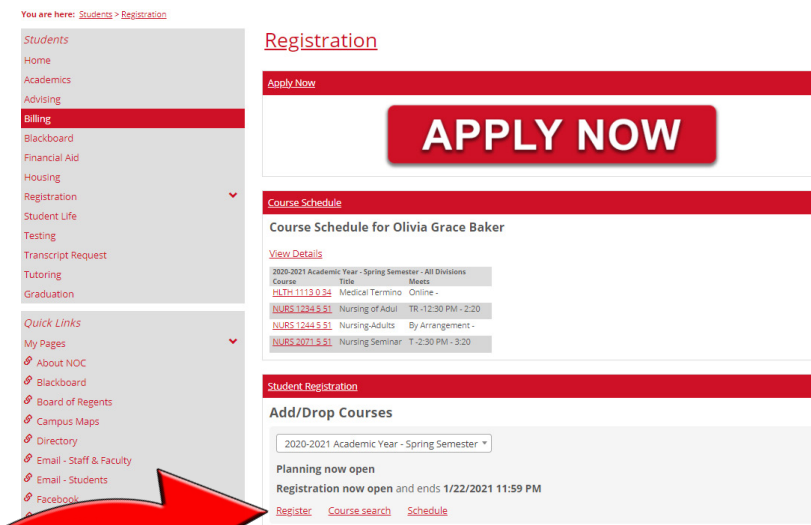
Stillwater: 580.628.6910



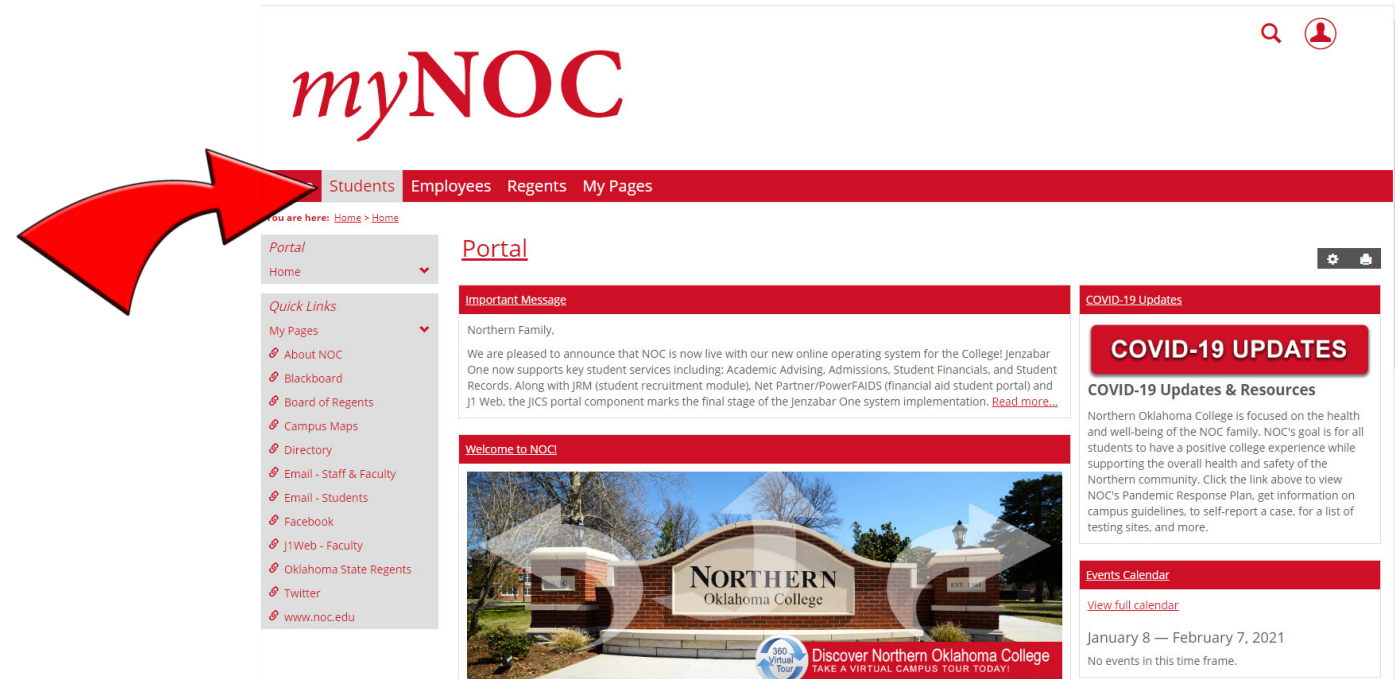
Click "Registration" on the left-hand side of the page.



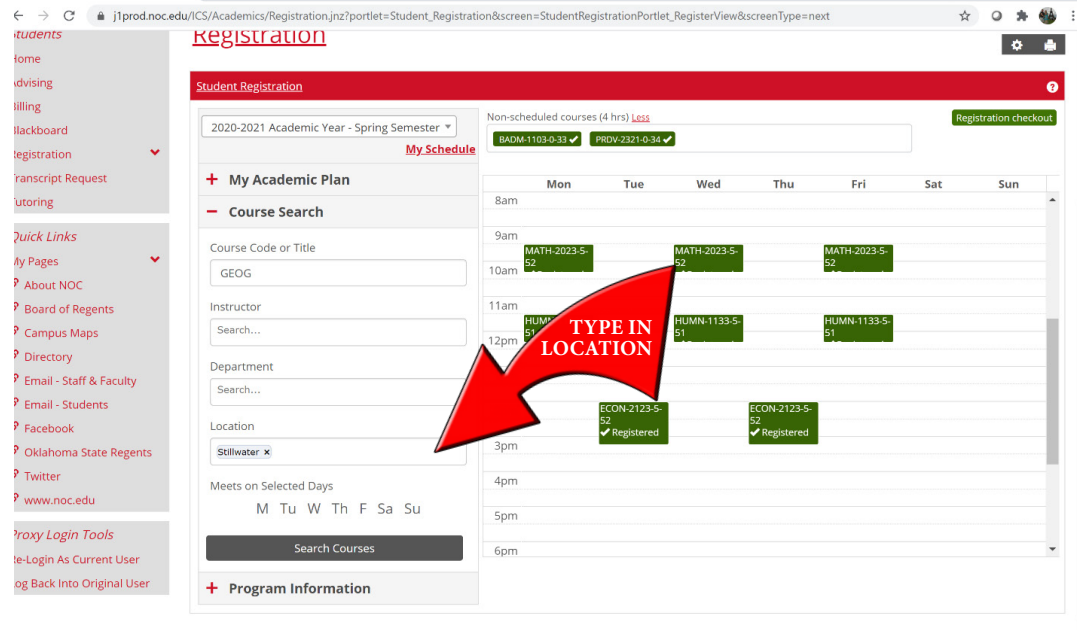
Click "Register" under "Student Registration."



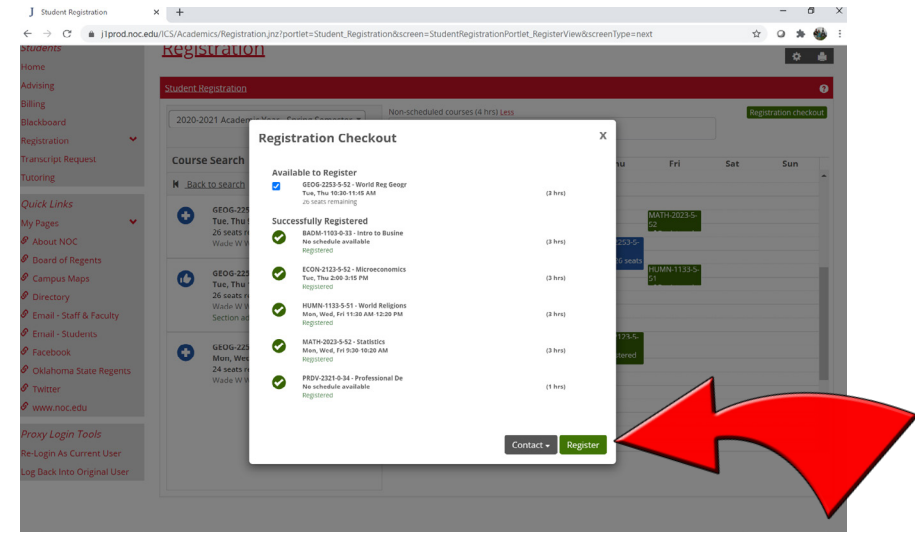
Click the "Students" tab.



You can use the “Course Search” function to build your schedule. Be sure to type in your desired course location as well. Type in one of the following for course location: Tonkawa, Enid, Stillwater, Online or Online Live [courses attended via distance, but at set course times].

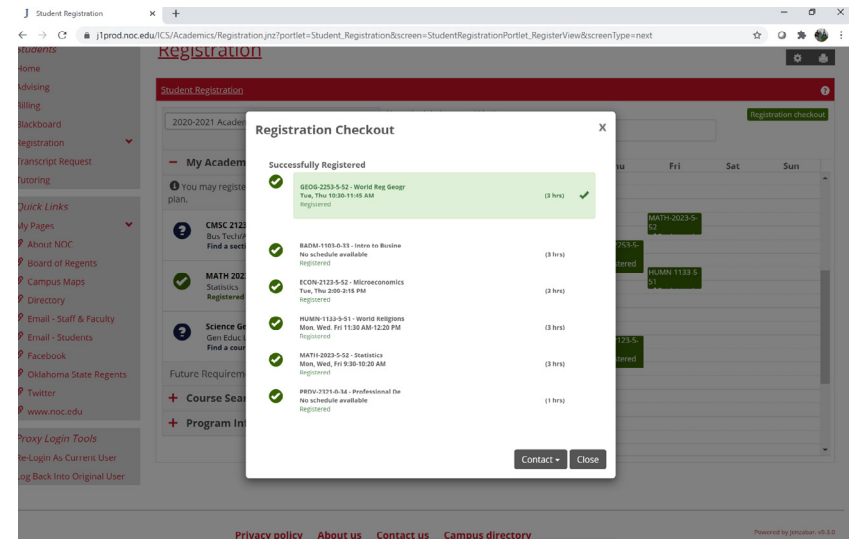


Check the box for courses under “Available to Register”; then click the green “Register” button.

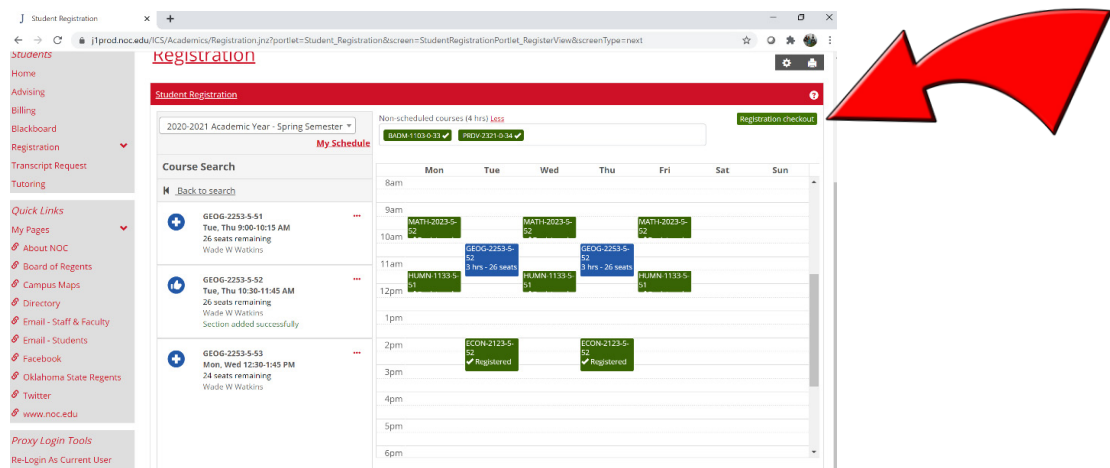


After you’ve chosen your sections, they will appear on the schedule to the right. Click “Registration checkout” (see below) in order to actually process your registration. Before you do so, please check the section numbers for your classes to ensure you’ve enrolled in the sections on the campus you intended. See guide below:

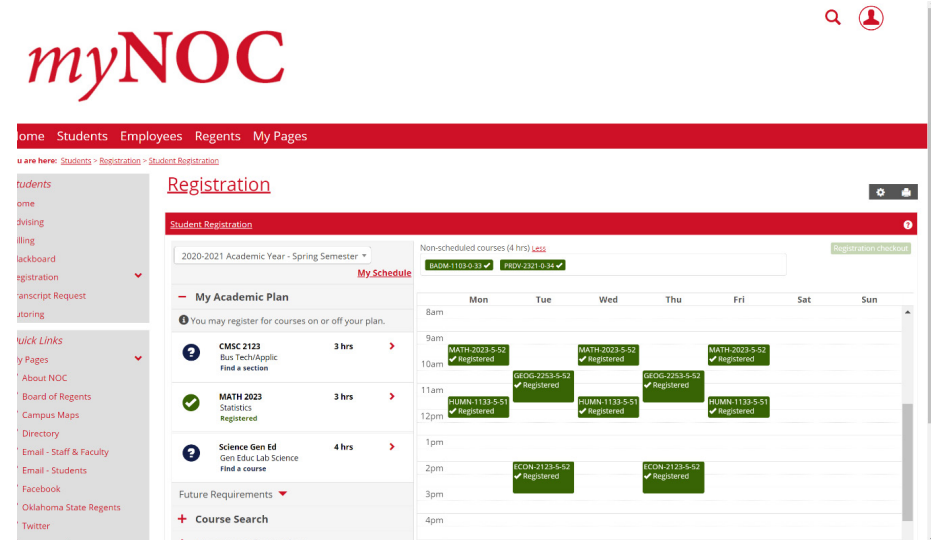
- Course sections beginning with a “03” [e.g. ENGL 1113-033/ HIST 1493-034] = Online courses
- All other courses beginning with a “0” [e.g. MATH 1513-001/002/003...010] = NOC Tonkawa
- Course sections beginning with a “1” [e.g. READ 0123-141] = NOC Enid
- Course sections beginning with a “27” [e.g. PSYC 1113-271/272/273...279] = Online Live courses
- Course sections beginning with a “5” [e.g. BIOL 1114-551/552] = NOC Stillwater; courses beginning with a 6, 7, or 8 [e.g. 651, 752, 853] = OSU-Stillwater students.



Click “Registration Checkout”



You should now see the course(s) on your schedule with the word “registered” checked.



**NOTE:**  
To view your course schedule with classroom details, click “Course Schedule” under the “Registration” tab. You will see your complete schedule there. If you scroll down, you will see a place where you can open a PDF of your schedule to download or print.



## What to Do Before Classes Start NOC Tonkawa

### Online

1.  To log in to MyNOC, you will need the username and password you were emailed under the subject line, "Your Northern Oklahoma College Account Information". If you do not receive this email or experience an error message when accessing, please contact Information Technology at 580.628.6291.
2.  Log in to myNOC, and select Financial Refund option. You must complete this in order to receive a Student ID card.
3.  Log in to myNOC to print your schedule. It is recommended to reprint Friday before classes start for any room assignment changes.
4.  Log in to your NOC email.
5.  Log in to your Blackboard account to ensure your correct classes are listed. You will not be able to access class content until course start date.
6.  Contact the Financial Aid Office at 580.628.6595 to verify all necessary paperwork is complete and/or set up payment plan online, if needed.
7.  Know your tuition due dates and add/drop dates by visiting [www.noc.edu/academic-calendars](http://www.noc.edu/academic-calendars).
8.  Review the NOC social media policy at [www.noc.edu/socialmedia](http://www.noc.edu/socialmedia).
9.  Read the Emergency Alert Information at [www.noc.edu/emergencyalertsysteem](http://www.noc.edu/emergencyalertsysteem).
10.  Read the Course Catalog and Student Handbook at [www.noc.edu/course-catalog-handbook](http://www.noc.edu/course-catalog-handbook).

### At NOC Tonkawa

1.  Visit the NOC Registrar's Office to obtain a free Student ID card.
2.  Activate your Student ID card for meal plan and access to residence hall and NOC Wellness Center by visiting the Bursar's Office in the Vineyard Library-Administration Building, Room 109.
3.  Obtain a parking permit at the Student Affairs Office in the Vineyard Library-Administration Building, Room 101, after August 1. There is no additional fee for a parking permit.
4.  Get textbooks and supplies at [www.nocbookstore.com](http://www.nocbookstore.com) or the bookstore in the Memorial Student Union a week before school starts.
5.  Locate your classrooms. Maps with classroom building abbreviations can be located at [https://www.noc.edu/assets/uploads/sites/740/2020/11/TONKAWA\\_MAP\\_2019.pdf](https://www.noc.edu/assets/uploads/sites/740/2020/11/TONKAWA_MAP_2019.pdf).

## NOC Student ID Number Location

### NOC Student ID number can be located on:

- Student admissions letter.
- Schedule printed at initial enrollment.

## NOC Username and Password

### Your NOC username and password will be emailed to you:

If you have any questions or problems logging in please contact NOC's IT Help Desk at 580.628.6291.

## myNOC

### myNOC located on the NOC home page can be used to:

- View or print your unofficial transcript.
- Print your schedule.
- Check your NOC account balance. NOC will not mail billing statements. The myNOC portal is the only way to view your account balance.
- Accept your financial aid awards.
- Set up payment plan online, if needed.
- Review your grades online at myNOC, [portal.noc.edu/ICS](http://portal.noc.edu/ICS), before they are put on your transcript. NOC will not mail out grades.
- Review your holds.

## Refund Option

**In order to obtain a Student ID card, you must first complete the refund option:**

Log on to your myNOC account to choose your refund preference. Upon logging on you will be prompted to choose the NOC card or ACH to your personal bank account. If you choose to use the NOC card, Herring Bank will mail the card to the address on your NOC student account.

Failure to activate your NOC card or set up direct deposit will delay your refund. All refunds process through Herring Bank with the exception of Parent Plus Loans and over-payments on past due accounts.

All unused Financial Aid, VA Education Benefits, Private Scholarships, and Tuition and Fees will be refunded to the student according to Federal and State Laws.

Refunds to NOC card: Herring Bank will notify you by email that your refund is available in your account. To setup online banking with Herring Bank call 866.335.4318.

Refunds to Personal Bank Account: Herring Bank will notify you they have started the ACH process to your bank.

No NOC card: Herring Bank will mail you a check.

After refund option is set up, you have to accept the financial responsibility contract before proceeding.



## Refund Option

### Frequently Asked Questions Only When Herring Bank Is Chosen for Refund Option

#### 1. Is my card secure?

Yes. Your balance is protected. Never give anyone your card number, expiration date, security number or PIN number unless you are making a purchase. This information is not needed.

#### 2. How do I use my card?

You will receive the card in the mail. After activation, you may use your card at any ATM and at all merchants, including merchants on the Internet (fees may apply).

#### 3. How can I view my balance, review my transactions or order checks?

Enroll in Internet Banking by first calling 866.335.4318.

#### 4. How do I put more money on my card?

Making a deposit to your account is easy:

- Online at [www.herringbank.com/student/noccard](http://www.herringbank.com/student/noccard).
- Direct deposit from your employer.
- Call 866.348.3435 to assist you.

#### 5. Whom do I call if I have any questions about my card?

For your convenience, call 866.348.3435. Please have your card or account number ready for verification.

## NOC Student ID Card

- **ALL NOC** students must have an NOC ID Card.
- For students living in a residence hall, the NOC Student ID card is used for residence hall access and meal plan.
- The refund option must be completed prior to obtaining your NOC Student ID card. See directions on completing the refund option (Pgs. 10-11).
- To get your NOC Student ID card you will need: driver's license (photo ID) and Student ID number (under 18 requires parent's signature).

## NOC Email

**You will receive email notifications from Financial Aid, NOC Bookstore and instructors. You will also receive early alerts for cancellations, late-start times or other course changes that may occur.**

**NOC Email Access:**  
Go to [www.noc.edu](http://www.noc.edu)  
Click student email under  
College Resources.  
Log in using only your  
NOC username and password.  
Email format is  
[username@students.noc.edu](mailto:username@students.noc.edu)

**Instructions on how to set up your cell phone for your NOC email account can be found at <https://noc.edu/it/it-resources/email>.**

### To forward an NOC Email account to a personal email:

- Go to [www.noc.edu](http://www.noc.edu).
- Under Student Links click on Student Email.
- Log-on to Student Email using your full NOC email address and password.
- Open Outlook.
- Click the gear icon in the upper right for settings.
- Scroll to the bottom and click "View all Outlook settings".
- In the Settings window that pops up, click "Mail" on the left and "Forwarding" in the middle.
- Check "Enable forwarding".
- Type in your personal email address.
- Check "Keep a copy of forwarded messages".
- Click Save in the upper right.
- Send a test email to your NOC Student email address to confirm you receive it at your personal email address.

## Schedule **REPRINT YOUR SCHEDULE THE FRIDAY BEFORE SCHOOL STARTS**

- Log in to myNOC.
- Click the "Students" tab.
- Click "Registration."
- Click "Course Schedule"
- Click "My Course Schedule."
- Go to the print icon in the upper-right corner to print your schedule.

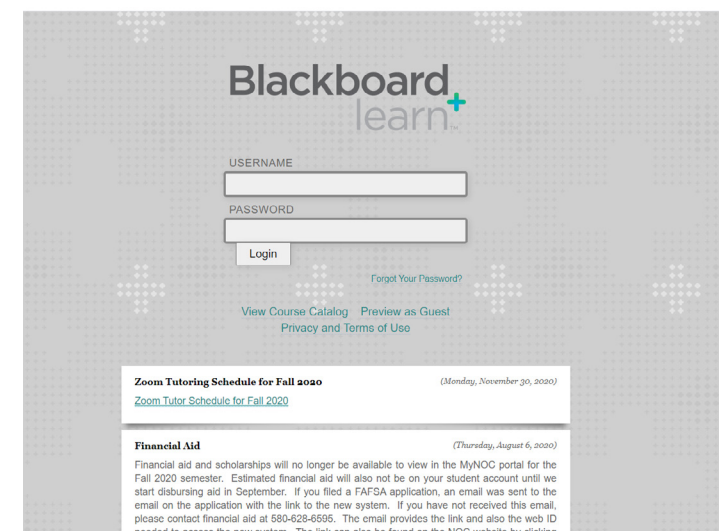
## Dropping a Course

Please note that after the final day to drop with a full refund, all requests to withdraw from a class must be processed through the Registration Office by either completing a drop form or sending an email from your student email account requesting to withdraw. No requests to withdraw will be processed after final exams are taken in any class.

## Blackboard

**Most NOC course material will NOT show up on Blackboard until the day classes begin; contact your instructor for questions about the course by emailing through the NOC Directory found at <http://www.noc.edu/directory>.**

- Go to [www.noc.edu](http://www.noc.edu).
- Click the myNOC tab located towards the bottom right side of the page under College Resources.
- Click the Blackboard box on the right or <https://nocbb.onenet.net/webapps/login/>. Log in using your NOC username and password (do not create your own account).
- Teachers will post current grades, assignments and reminders about class.



## Payment Plan

- If you do not receive financial aid and you do not have enough money to pay for your school expenses right now, you may apply for a payment plan.
- Payment plan benefits include easy online enrollment, flexible payment options and **no** interest.
- Start with a \$25 nonrefundable enrollment fee per term.

### Simple Steps to Enroll for Payment Plan:

- Go to [portal.noc.edu](http://portal.noc.edu).
- Log in to myNOC with your username and password
- Click on "Students."
- Click on "Billing."
- Under Herring Bank My Account Info, select term you are wanting to pay.
- Select "Make Payment with Herring Bank."  
This will generate your bill, then scroll to the bottom to select "Set Up Payment Plan" or "Pay Now with Herring Bank." A new window will open where you will enter your payment information.

For more information about an NOC Bursar account, go to [www.noc.edu/bursar](http://www.noc.edu/bursar) or call 580.628.6231.

## 2022-2023 Academic Calendar

2022 ~ 2023 ACADEMIC CALENDAR													
S	M	T	W	T	F	S	S	M	T	W	T	F	S
<b>AUGUST 2022</b>							<b>SEPTEMBER 2022</b>						
31	1 Begin Regular Hours	2	3	4	5	6	28 Week 2	29	30	31	1	2	3
7		9 Stillwater Faculty Report	10	11	12	13	4 Week 3	5 Labor Day No Classes Offices Closed	6	7	8	9	10
14	15 In-Service New FTE Faculty & Adunct	16 Tonk/Enid Faculty Report T-E-S Faculty In-service	17 Faculty In-service	18	19	20	11 Week 4	12	13	14	15	16	17
21 Week 1	22 Semester Begins	23 Final Day to Add E8 Classes	24 Final Day to Log in to Online Classes	25	26 Final Day to Add 16-week Classes	27	18 Week 5	19 Begin L12 Week Classes	20	21	22 Deadline to pay fall tuition/fees	23 Final Day to Drop L12 with Full Refund	24
28 Week 2	29	30	31	1	2 Final Day to Drop with Full Refund	3	25 Week 6	26	27	28	29	30 Withdraw w/o Evaluation	1
<b>OCTOBER 2022</b>							<b>NOVEMBER 2022</b>						
25 Week 6	26	27	28	29	30	1	30 Week 11/3	31	1	2	3	4	5
2 Week 7	3	4	5	6	7 Final Day to Withdraw E8	8	6 Week 12/4	7	8	9	10	11 Final Day to Withdraw 16 wk w/o Evaluation	12
9 Week 8	10	11	12	13	14 End 1st - 8 Wks	15	13 Week 13/5	14	15	16	17	18	19
16 Week 9/1	17 Begin 2nd 8 Weeks Spr/Su Enrollment opens	18 Final Day to Add/Logon L8 Midterm Grades due by noon	19	20	21 Final Day to Drop L8 with Full Refund	22	20	21	22	23	24 Thanksgiving Day	25	26
23 Week 10/2	24	25	26	27	28	29	27 Week 14/6	28	29	30	1	2	3
<b>DECEMBER 2022</b>							<b>JANUARY 2023</b>						
27 Week 14/6	28	29	30	1	2	3	1	2	3	4	5	6	7
4 Week 15/7	5 Final Day to Withdraw L8 w/o Evaluation	6	7	8	9 Final Day to withdraw from all courses	10	<.....Offices Closed.....>						
11 Week 16/8	12 Begin L5 classes	13	14	15	16 Final Day to Drop L5 Full Refund	17	<.....Student Winter Break.....>						
18	19 Grades Due by Noon	20	21	22	23	24	8	9	10 DC/FL Meeting	11 Faculty In-Service	12	13	14
25	26	27	28	29	30	31	<.....Student Winter Break.....>						
<.....Offices Closed.....>							15 Week 1	16 MLK Day No Classes/ Offices Closed	17 Spring Semester Begins	18 Final Day to Log On to Online Courses	19	20 Final Day to Add Courses	21
<.....Student Winter Break.....>							22 Week 2	23	24	25	26	27 Final Day to Drop with a Full Refund No Shows Due by Noon	28
<.....Offices Closed.....>							29 Week 3	30	31	1	2	3	4
<.....Student Winter Break.....>													

# Dates to Remember

## 2022-2023 Academic Calendar

2022~ 2023 ACADEMIC CALENDAR													
S	M	T	W	T	F	S	S	M	T	W	T	F	S
<b>FEBRUARY 2023</b>							<b>MARCH 2023</b>						
29	30	31	1	2	3	4	26	27	28	1	2	3	4
Week 3							Week 7						
5	6	7	8	9	10	11	5	6	7	8	9	10	11
Week 4	Begin Late 12 Classes	Final Day to Add Late 12 Classes					Week 8					10 Final Day to withdraw E8 End 1st 8 weeks	
12	13	14	15	16	17	18	12	13	14	15	16	17	18
Week 5							<.....No Classes/ Offices Closed.....>						
19	20	21	22	23	24	25	19	20	21	22	23	24	25
Week 6			Deadline to pay spring tuition/fees		Final Day to Withdraw E8 w/o Evaluation		Week 9/1	Begin 2nd 8 Weeks	21 Final Day to Add & Log on Online for L8 Midterm Grades			24 Last Day to Drop L8 with Full Refund	
26	27	28	1	2	3	4	26	27	28	29	30	31	1
Week 7					Final Day to Withdraw E8		Week 10/2	Begin Fall Enrollment					
<b>APRIL 2023</b>							<b>MAY 2023</b>						
26	27	28	29	30	31	1	30	1	2	3	4	5	6
Week 10/2	Freshman Fall Enrollment						Week 15/7				Commencement Practice		NOC Commencement
2	3	4	5	6	7	8	7	8	9	10	11	12	13
Week 11/3			Interscholastic Contest				<.....Final Examinations.....>						
9	10	11	12	13	14	15	14	15	16	17	18	19	20
Week 12/4					Final Day to withdraw from 16 wk w/o Eval		E6/Online wk 1	Due by Noon Begin E6/Online Classes	16 Final Day to Add E6/Online Classes	17 Final Day to Drop E6/Online Classes		No Classes	
16	17	18	19	20	21	22	21	22	23	24	25	26	27
Week 13/5							E6/Online wk 2	Begin Summer Office Hours				No Classes Offices Closed	
23	24	25	26	27	28	29	28	29	30	31	1	2	3
Week 14/6					Final Day to withdraw from L8 w/o Evaluation		E6/Online wk 3	Memorial Day/ No Classes				No Classes Offices Closed	
<b>JUNE 2023</b>							<b>JULY 2023</b>						
28	29	30	31	1	2	3	25	26	27	28	29	30	1
E6/Online wk 3	Memorial Day/ No Classes				No Classes Offices Closed		L6/Online wk 1				End 4 Week Classes	No Classes Offices Closed	
4	5	6	7	8	9	10	2	3	4	5	6	7	8
E6/Online wk 4	Begin June 4 Week Classes	Final Day to Add 4 Week Classes	Final Day to Drop 4 Week Classes		No Classes Offices Closed		L6/Online wk 2	Begin July 4 Week Classes	Independence Day /No Classes Offices Closed	5 Final Day to Add 4 Week Classes	6 Final Day to Drop 4 Week Classes	No Classes Offices Closed	
11	12	13	14	15	16	17	9	10	11	12	13	14	15
E6/Online wk 5					16-Observe Juneteenth Day / No Classes Offices Closed		L6/Online wk 3					No Classes Offices Closed	
18	19	20	21	22	23	24	16	17	18	19	20	21	22
E6/Online wk 6				22 End E6 Online Classes/ Deadline to pay su tuition/fees	No Classes Offices Closed		L6/Online wk 4					No Classes Offices Closed	
25	26	27	28	29	30	1	23	24	25	26	27	28	29
L6/Online wk 1	Begin L6/ Online	Final Day to Add L6/Online	Final Day to Drop L6/Online	End 4 Week Classes	No Classes Offices Closed		L6/Online wk 5; wk 4/4	31 Normal hours			27 End 4 week Classes	28 No Classes Offices Closed	29 4 Offices Open

Revised 2/13/2022

### FALL 2022

Enrollment has begun and ends August 26, 2022.

Courses begin August 22, 2022.

The last day to drop a course with a full refund is September 2, 2022.

**A 10% penalty will be assessed to any tuition or fees not paid by October 15, 2022**

### SPRING 2023

Freshman and Sophomore spring and summer enrollment begins October 17, 2022 and ends January 20, 2023.

Courses begin January 17, 2023; February 6, 2023 and March 20, 2022.

The last day to drop a course with a full refund is January 27, 2023.

**A 10% penalty will be assessed to any tuition or fees not paid by February 22, 2022**

### SUMMER 2023

#### Online/E6 (Early 6-week courses)

Begins May 15, 2023 and ends June 22, 2023

Last day to add is May 16, 2023 and the last day to drop is May 17, 2023

#### June 4-Week Courses

Begins June 5, 2023 and ends June 29, 2023

Last day to add is June 6, 2023 and the last day to drop is June 7, 2023

#### Online/L6 (Late 6-week courses)

Begins June 26, 2023 and ends July 27, 2023

Last day to add is June 27, 2023 and the last day to drop is June 28, 2023

#### July 4-Week Courses

Begins July 3, 2023 and ends July 27, 2023

Last day to add is July 5, 2023 and the last day to drop is July 6, 2023

**For further questions please contact the main office at 580.628.6900**

## Social Media

[www.noc.edu/socialmedia](http://www.noc.edu/socialmedia)

### NOC SOCIAL NETWORKING AND SOCIAL MEDIA POLICY

Northern Oklahoma College recognizes the need for a strong presence in the social media realm. The use of social networking and social media websites is increasingly common for departments, students and employees. These communication tools have the potential to create a significant impact on organizational and professional reputations. Northern Oklahoma College has developed a social network, a social media policy and an application process to ensure that any and all interactions on behalf of Northern represent the College’s best interests. The intent of the policy is to properly portray, promote and protect the institution and to assist Northern entities in creating and managing their social media accounts. The policy also provides suggestions on how to protect personal and professional reputations while using social media.

Northern Oklahoma College is using social networking, Web 2.0 and social media technologies and websites to provide you with information in more places and more ways.

All social networking and social media accounts recognized by Northern Oklahoma College will be listed at the following sites. Check often to see who is on Facebook, Twitter and YouTube, etc.



Facebook- [northernoklahomacollege](https://www.facebook.com/northernoklahomacollege)  
[www.facebook.com/northernoklahomacollege](https://www.facebook.com/northernoklahomacollege)



Twitter- [#N\\_O\\_C](https://twitter.com/N_O_C)  
[www.twitter.com/N\\_O\\_C](https://www.twitter.com/N_O_C)



Instagram - [northernoklahomacollege](https://www.instagram.com/northernoklahomacollege)  
[www.instagram.com/northernoklahomacollege](https://www.instagram.com/northernoklahomacollege)



Find other NOC officially recognized social media accounts at:  
<https://www.noc.edu/about-noc/socialmedia>



Northern Oklahoma College Social Media Policy  
[www.noc.edu/socialmedia](http://www.noc.edu/socialmedia)

## Emergency Alert

### NOC Alert

NOC Emergency Information  
[www.noc.edu/emergency](http://www.noc.edu/emergency)




Don't get left in the dark... **NEW & IMPROVED!**

NOC automatically signs you up when you enroll!

**No spam! Just emergencies:**

- School closings
- Security threats
- Power outages
- Weather hazards
- Evacuations
- Natural disasters
- Important college messages
- Other imminent dangers

To opt-out, sign-up or view details go to [www.portal.noc.edu](http://www.portal.noc.edu)



### About this site:

This website is your resource for up-to-date information about NOC alerts, closures and openings during emergencies or unfavorable weather situations. The updates from this site are available via telephone by calling the College’s general information number at 580.628.6677.

As a situation progresses, updates will also be available through local news media, the College’s webpage, group emails, text messages and social media updates. In the event of an emergency, the College community may also receive communications via phone, voicemail, the siren system, fire-panel systems and flat-screen televisions in public gathering places.

For emergency information about specific NOC services and facilities, check the campus links or contacts sections of this website.

### Emergency Alert System:

Northern Oklahoma College uses an emergency alert system to help insure the safety of students and employees during an emergency situation, e.g., impending severe weather, intruder, etc. The NOC Alert System uses text, voice and email messages to alert the NOC community in these events. To confirm your number, add numbers (home, parents, family members, a second line, etc.), make changes to your account or opt out: log in to myNOC and click on the “NOC Alert” tab from the top navigation bar.

## Proper Use of NOC IT Resources

The intent of computing at Northern is to promote administrative, educational and research efforts. In order to achieve this, computing ethics must be promoted at all times and the following terms and conditions must be adhered to:

- The transmission of any information which would be abusive, profane or sexually offensive to the average person is prohibited. Northern reserves the right to monitor electronic transmissions on the Internet.
- Use of the Internet to conduct any business or activity or solicit the performance of any activity which is unlawful is prohibited.
- Users are expected to follow normal standards of ethics and polite conduct in their use of computing resources
- The institution reserves the right to limit access to web sites that allow or display abusive, obscene or profane language, degrade performance of resources or circumvent computer security measures.
- Full NOC Student IT Policy can be found at [www.noc.edu/IT](http://www.noc.edu/IT).

**When misuse is discovered, disciplinary measures will be taken against the misuse. The NOC Office of Student Affairs or its designee will review violations on a case-by-case basis.**

For More Information on NOC IT Services:

**Blackboard 580.628.6339**  
**myNOC 580.628.6330**  
**Email 580.628.6291**  
**General IT Helpdesk 580.628.6291**

## NOC Bookstore Online

Go to [www.nocbookstore.com](http://www.nocbookstore.com)

1. Click on the Course Materials column.
2. Select "Buy/Rent/Compare."
3. Select the current term and location of classes.

4. Select the department (example: Biology, Accounting, English).
5. Select the course number. This will be found on your schedule (example: BIOL 1214).
6. Select the section number, also on your schedule (example: 003 MCCOY, MARY ANN).
7. To select additional courses, repeat steps 4-6. **Once all courses have been added.** Click the "Compare prices on these course materials" button.

Classes that have Inclusive Access are directly billed to student's NOC Account. Each student will receive an access code through their NOC student email OR the course materials will be accessed through their Blackboard account. If the student wants to opt-out of the inclusive access, he/she can, but will not be able to get the printed version.

The QS Charts are QUICK STUDY guides. They are not required, but recommended by the instructor.

8. Proceed to checkout. Create an account with your NOC email and password or sign in with a current account.
9. Select a shipping method (mailed for a fee, couriered at no cost to The University Center or NOC Stillwater Classroom Building, or picked up at Enid or Tonkawa bookstore).
10. If you have selected to rent a book, make sure to read the directions for payment in the rental guarantee pop-up window.
11. Do not forget to click "place my order". Your order will not be processed until this step is done.

**Course materials not mailed or directly billed may be picked up Monday-Friday 8 am- 4:30 pm at the NOC Bookstore located in the Memorial Student Union, 1-2 business days after ordering.**



**NORTHERN**  
Oklahoma College

**NOTICE OF NON-DISCRIMINATION**

Northern Oklahoma College does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, political beliefs or disability in admission to its programs, services or activities, in access to them, in treatment of individuals or in any aspect of their operations. Northern Oklahoma College also does not discriminate in its hiring or employment practices. This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975 and the Americans with Disabilities Act of 1990. Questions, complaints or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator: Jason Johnson, Vice President for Student Affairs, 1220 East Grand Avenue, PO Box 310, Tonkawa, OK 74653; telephone 580.628.6240 8 a.m. to 5 p.m. Monday through Friday.

[www.noc.edu](http://www.noc.edu)

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