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Welcome to Inver Hills Community College! Whether you are a first time college student, a transfer student, or a returning adult learner, we are delighted that you’ve chosen Inver Hills as your partner as you pursue your educational goals.

Here at Inver Hills, you’ll find dedicated faculty, caring staff, and an engaged community of learners. Our campus serves almost 5,000 students per year and we strive to be a college that promotes equity, inclusion, and academic excellence to a diverse student body. We are dedicated to the power and promise of education. I hope you’ll see daily evidence of our commitment to inspiring students, building careers, and being a force for good in our community.

Throughout your time at Inver Hills you can expect to be challenged intellectually, encouraged to think critically, and to grow as a student. We have high expectations for you.

We also want to make sure you finish what you start here at Inver, so we’re committed to providing the support to make that happen. From financial aid to counseling/advising to academic tutoring, we have the resources you need to succeed.

I want to encourage you to fully engage during your time here – use the library, join one of our many clubs and organizations, get to know your outstanding faculty members, and build relationships with other students. Whether your next step is to earn your associate’s degree and transfer to one of our many four-year partner colleges and universities or enter the workforce in a fulfilling career, I hope that you’ll find your time at Inver Hills to be an essential part of your journey.

We are so glad you’re here.

Dr. Wendy Robinson
Vice President, Student Affairs

For an online, interactive version of this guide, please see inverhills.edu > Admissions > pdfs > NewStudentGuide.pdf
Fast Facts

Why Inver Hills?
With a university feel and community focus, we empower students of all ages to improve their lives through engaging classes with instructors who care.

About Inver Hills

FOUNDED
1970

OUR MISSION
Dedicated to the power and promise of education, we inspire students, build careers and strengthen communities.

OUR VISION
We will be an innovator in education, creating a vigorous intellectual environment for emerging leaders, scholars and professionals. Through equity and inclusion, we will enrich individual lives and support our diverse communities, locally and globally.

OUR VALUES
• Student success
• Excellence and innovation in education
• Caring for our environmental, human and financial resources
• Equity, inclusion, integrity and respect
• Continuous improvement

ENROLLMENT

59% are part time students (less than 12 credits)
33% students of color
49% are first generation students
14% high school
4,104 total students, fall 2018
33% adult (25+)
52% traditional (18-24)

AWARDS

12th Best college for adults nationwide
—Washington Monthly

21st Best for vets nationwide
—Military Times

9th Best nursing program in MN
—RegisteredNursing.org

STUDENT SUCCESS

66% of students persist, transfer or graduate by their second fall
75% of graduates are employed in a field related to their degree
756 certificates & degrees awarded in 2018
96% of credits transfer
94% of RN students pass the licensing exam
Your Success Checklist

AS SOON AS POSSIBLE

☐ Apply for financial aid [www.fafsa.gov](http://www.fafsa.gov)
☐ Get your Inver Hills Student ID at the Online Services Center

BEFORE THE FIRST WEEK OF CLASSES

☐ Get all textbooks and required course materials
☐ Check your email regularly
☐ Choose your refund preference via BankMobile
☐ Visit campus and find your classes
☐ Taking online classes? Check out: InverHills.edu > Degrees and Programs > Online Learning > New To Online Classes

FIRST WEEK OF CLASSES

☐ Review the syllabus for each of your classes and ask questions
☐ Add important dates to your calendar, including assignment and project due dates, test dates and other important information
☐ Get to know your classmates and increase your learning power
☐ Stay organized, keep a designated folder and notebook for each class
☐ Arrive early, allow time for parking

DURING THE SEMESTER

☐ Attend all your classes
☐ If you must miss an upcoming class, let your instructor know ahead of time
☐ Participate in class as much as possible and attend study groups
☐ Do your homework and don’t wait until the last minute
☐ Proofread all of your work
☐ Ask your instructors for assistance
☐ If you need extra help, seek out a tutor at the Inver Hills Learning Center, on the second floor of the college library building
☐ Put mobile devices where you can’t see or hear them, unless you’re using them to record a lecture or complete an assignment
☐ Use your downtime to get a head start on your next round of coursework

AFTER THE SEMESTER ENDS

☐ Stay connected to your instructors. They can often serve as valuable academic and career resources
☐ Consider printing online materials to keep for future reference
☐ Create a coherent note-filing system for use in more advanced classes
☐ Before selling your textbooks, check to see if they might be an important resource in future classes

“Come to class every time! Don’t be afraid to talk to your instructors. We are here to help.”

– Erica Wood
Geology Instructor

“The instructors at Inver Hills are passionate about sharing our knowledge and expertise and helping students learn. Don’t be shy about coming to us for help; we want you to succeed!”

– Dr. Jennifer Joffee
Art History Faculty
First Year Experience

As you register for your first term, choose one of the following First Year Experience courses that suits you best. All new entering, first time college students must complete one of the following courses listed below.*

- **INTS 1000 - On Course: First Year Experience (1 cr)**
  Examine and apply proven strategies to create greater success in college and in life
- **INTS 1101 - College Success Strategies (2 cr)**
  Class is paired with Intro to College Reading and Writing (READ 0090)
- **INTS 1102 - Online Success Learning (2 cr)**
  Learn to navigate the online course platform, access online services, set and achieve academic goals
- **INTS 1010 - Educational Planning and Assessment (3 cr)**
  Helps adult learners integrate life experience with academic pursuits
- **INFS 1000 - Information Literacy & Research Skills (2 cr)**
  Develop effective research strategies for locating, using and evaluating information
- **READ 1000 - College Reading and Learning (3 cr)**
  Improve reading comprehension and acquire new strategies to aid in success of college level courses
- **ENGR 1000 - Orientation to Engineering (1 cr)**
  Available for students pursuing Engineering Fundamentals
- **STSK 1101 - College Study Skills (2 cr)**
  Increase study strategies needed for college coursework

**WHY CHOOSE AN FYE CLASS?**

- Experience greater engagement in the campus community
- Develop success strategies for college and beyond
- Achieve higher graduation and success rates
- Increase your grades
- It’s required!

* Transfer students with 12 or more credits with a GPA of 2.0 or higher are exempt from this requirement.

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Starfish creates an online student success environment by connecting students with their instructors, advisors, counselors and other helpful services.

**FEATURES**

- Receive feedback from your instructors in the form of messages, flags, and kudos
- Schedule an appointment with your academic advisor or counselor
- Sign up to meet with an instructor via their office hours listed in Starfish
- Explore your Success Network (instructors, tutors, and other campus support services)

**Get started today!**
[Inverhills.edu/starfish](inverhills.edu/starfish)

**Have questions? Need help?**
Contact the advising department at 651-450-3508 or [advising@inverhills.edu](mailto:advising@inverhills.edu)
Life as a college student can be very rewarding. You'll be meeting fellow students, getting to explore subjects that interest you and planning for your future after graduation. But college life can also be a time of stress, frustration and even some anxiety.

You probably have a lot going on in your life, both on and off campus, so let’s talk about ways to keep your life in balance while you’re a student at Inver Hills Community College.

"Register for classes carefully! Register early after meeting with an advisor or counselor, think carefully about how your schedule will work for your daily life, and buy books as soon as you can."

–Mary Thompson
English Instructor
Finding Your Balance

1. Get adequate sleep
Sleep is a totally underrated study technique, but you'll find it easier to manage your studies and your stress levels if you are getting at least six to eight hours per night.

2. Plan for the unexpected
Think about your life and what obstacles you might face during the semester. Do you have back-up options if your car breaks down or your babysitter cancels? Try to plan in advance for the things that might keep you out of class.

3. Put a budget in place
Many students are concerned about their finances during college. A budget can help make sure you know how far your money, including financial aid funds, will go. Need help? Talk to one of our counselors for some resources.

4. Make a connection
Know the name and email or cell phone number of at least one other person in each of your classes. If you get sick or miss class, you'll need a buddy with notes you can share.

5. Have a goal: Part one
Many students start college as undecided majors and that's okay, but you don't want to stay undecided for too long. Talking to a counselor about your possible career interests and passions is a smart idea. If you aren't sure what your goals are, consider registering for CRDV 1100 (Career Exploration and Planning) and make sure you make an appointment with our Counseling & Advising department during your first semester.

6. Have a goal: Part two
If you know what you'd like to do after graduating from Inver Hills—great! You'll still want to make sure you've talked with an advisor or counselor to make sure you're following the academic plan that best fits your goals. You'll also want to check in with Career Services for information about finding an internship or getting prepared for your post-college career search.

7. Spend time on campus
Whether you're getting a work-study job or joining a student club or organization—we think you should do both, the more time you spend on campus, the more time you have to make connections with other students as well as Inver Hills faculty and staff.

8. Don’t fall behind
Procrastination is the killer of GPAs. If time management or other study skills are an issue for you, consider signing up for STSK 1101 (College Study Skills) or INTS 1000 (On Course).

9. Go to class
One of the best predictors of academic success is just showing up. Aim for attending every class, every week, and you'll find it hard to fall behind.

10. Don’t be afraid to ask for help
Inver Hills is committed to helping you succeed through tutoring services, expert financial advice, help with selecting courses, graduation and transfer planning, and much more. We have great resources on campus—just ask.
# How Fast Do You Want to Finish?

## Bailey 2 Years to Finish

Bailey is on the fast track to graduation! She will be ready to transfer to a four-year college or university in two years.

<table>
<thead>
<tr>
<th>Current Pace</th>
<th>Mix It Up</th>
</tr>
</thead>
</table>
| Classes (credits) | • 4 classes (12 cr) per semester  
• No summer classes | • 4 or 5 classes each semester (12-15 cr)  
• Add 2 summer classes the first year |
| Tuition & Fees for Inver Hills degree | • Cost: $10,665* | • Cost: $10,665* |
| Time to graduate from Inver Hills | • 2 years | • 2 years |
| Time to bachelor’s and more earning potential | • 4 years (at this pace) | • 4 years (at this pace) |

*Tbased on current tuition rates and expected increases over time

## Amir 2 1/2 Year Plan

Amir knows he wants to be a full-time student, plans to take 12 credits per semester, and is not sure about summer classes. He plans to be a paralegal when he graduates.

<table>
<thead>
<tr>
<th>Current Pace</th>
<th>Take a little more</th>
</tr>
</thead>
</table>
| Classes (credits) | • 4 classes (12 cr) per semester  
• No summer classes | • Add 1 class (3 cr) in fall and spring  
• Add 1 summer class first year (3 cr) |
| Tuition & Fees for Inver Hills degree | • Cost: $10,708* | • Check with Financial Aid about the MN State Grant, he could add another class per semester at no additional cost |
| Time to graduate from Inver Hills | • 2 ½ years | • 2 years |
| Time to more earning potential | • He will enter workforce after earning his A.S. degree | • He will enter workforce after earning his A.S. degree |

*Tbased on current tuition rates and expected increases over time
**Current Pace**

### Classes (credits)
- 5 classes (15 cr) per semester
- 2 summer classes (6 cr)

### Tuition & Fees for Inver Hills degree
- Cost: $6,600*

### Time to graduate from Inver Hills
- 1 year

### Time to bachelor’s and more earning potential
- 3 years (at this pace)

*based on current tuition rates and expected increases over time

---

**Take a little more**

### Classes (credits)
- Add 1 class (3 cr) in fall and spring
- Add 1 summer class each year (3 cr)

### Tuition & Fees for Inver Hills degree
- Cost: $12,055*

### Time to graduate from Inver Hills
- 3 years

### Time to bachelor’s and more earning potential
- 6 years (at this pace)

*based on current tuition rates and expected increases over time

---

### Total Credits

<table>
<thead>
<tr>
<th>TOTAL CREDITS</th>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>YEAR 4</th>
<th>YEAR 5</th>
<th>Approximate cost of degree</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fall</td>
<td>Spring</td>
<td>Sum</td>
<td>Fall</td>
<td>Spring</td>
<td>Sum</td>
</tr>
<tr>
<td>Alex - 1 yr + 24 prior cr</td>
<td>15</td>
<td>15</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bailey - 2 years</td>
<td>15</td>
<td>15</td>
<td>15</td>
<td>15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amir - 2 years</td>
<td>15</td>
<td>15</td>
<td>3</td>
<td>15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amir - 2 1/2 years</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Priscilla - 3 years</td>
<td>9</td>
<td>9</td>
<td>3</td>
<td>9</td>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>Priscilla - 5 years</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Move on to bachelor’s degree or career**
Types of Degrees

ASSOCIATE OF ARTS (A.A.)
- Designed for transfer
- Thoroughly prepare yourself for chosen major
- Talk with a counselor or advisor to lay out your transfer plans

ASSOCIATE OF SCIENCE (A.S.)
- Designed for transfer or directly entering workforce
- Balance between a liberal arts education and learning specific skills for your future career
- Each A.S. program has specific transfer agreements with select four-year schools
- Talk with a counselor or advisor to lay out your transfer plans

ASSOCIATE OF APPLIED SCIENCE (A.A.S.)
- Designed for you to launch your career right after graduation
- Available in I.T. and business programs
- Not designed for transfer to a four-year school, however general education and liberal arts courses typically do transfer
- Some career-oriented courses may also transfer to specific majors at certain schools

ASSOCIATE OF FINE ARTS (A.F.A.)
- Designed for transfer
- Allows you to establish yourself in Art, Music or Theatre
- Art—Instruction in six focus areas: ceramics, drawing, glass, photography, 3D artwork, sculpture and painting.
- Music—Performance opportunities in ensembles
- Theatre—Performance opportunities in college-production plays
Learn about technology for on-campus and online learning at inverhills.edu/its

**STAR ID**
- Your username and password —Memorize it!
- Used to log into a variety of services
- Universal across Minnesota State campuses
- You should only ever have one StarID. If you believe there are two or more StarIDs associated with you, please contact Enrollment Services.

**Click Path:**
inverhills.edu > Current Students > Activate StarID

**Direct URL:**
https://starid.minnstate.edu/

**D2L BRIGHTSPACE**
- The online classroom environment used by many instructors, whether the class is online or on campus

**Click Path:**
inverhills.edu > Current Students > D2L Login

**E-SERVICES**
- Register for classes
- Check financial aid awards
- Pay online
- Get unofficial transcripts
- Update official contact information
- Degree-audit report

**Click Path:**
inverhills.edu > Current Students > E-services

**STARFISH**
- View support networks for your classes
- Receive alerts for academic concerns and praise for a job well done
- Get electronic referrals and other messages
- Create and follow an academic plan

**Click Path:**
inverhills.edu > Current Students > Starfish Login

**WIFI**
- Campus has an expansive wireless network
- Does not provide encryption; be sure any internet services you access over the campus network are secure (HTTPS) sites
- Devices running some operating systems are required to have the Safe Connect client installed and working before accessing the internet

**Click Path:**
inverhills.edu > Current Students > Technology Services > Wireless Network

**CAMPUS COMPUTERS AND PRINTING**
- Provided for student use
- Locations: B-116, College Center, Library, Math Lab, and Writing Lab
- Printers available
- Network storage available on the “Z” drive, accessible on and off campus
- Students get free download of Office 365

**On campus and need help with technology?**
1. Enrollment Services, 2nd Floor, College Center
2. IT Service Desk in the IT Center

**Off campus and need help with technology?**
MinnState IT help 1-877-466-6728

**Click Path:**
inverhills.edu > Current Students > Resources > Technology Services > Office 365
College is an **investment in your future** and Inver Hills Community College is committed to providing an outstanding education at a price that has been ranked as **one of the best values** in Minnesota and nationwide. Tuition for a full-time student is approximately $5,332 a year, but many students will pay far less than that thanks to **financial aid** and **scholarships**.

### Tuition & Scholarships

<table>
<thead>
<tr>
<th>Institution</th>
<th>Tuition Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inver Hills Community College</td>
<td><strong>$5,332</strong></td>
</tr>
<tr>
<td>University of Minnesota</td>
<td><strong>$14,760</strong></td>
</tr>
<tr>
<td>Private for-profit</td>
<td><strong>$19,870</strong></td>
</tr>
</tbody>
</table>

Estimated based on 30 credits  
*Source: Minnesota Office of Higher Education, 2018-2019*

#### Financial Aid

Nearly half of students receive financial aid

#### Scholarships

$208,011 total scholarships and financial assistance awarded by the Inver Hills Foundation in 2017

- Save thousands of dollars by attending Inver Hills first
- Earn a transfer pathway degree and transfer directly into the major as a junior at the seven Minnesota State universities
- Earn an A.A. and complete the Minnesota Transfer Curriculum (MnTC) with a minimum 2.0 GPA, then transfer as a junior to seven Minnesota State Universities
Financing options

Financial aid has three basic types:

- **Grants and scholarships** that don't have to be paid back
- **Work study and student employment jobs** where you earn a paycheck
- **Student loans** that must be paid back

Our financial aid experts can help you create a plan that saves you money now and ultimately reduces your student debt.

**FEDERAL GRANTS - NO REPAYMENT REQUIRED**

- Offered by the U.S. Department of Education.
- Common federal grants that might work for you:
  - Federal Pell Grants
  - Federal Supplemental Educational Opportunity Grants (FSEOG)
  - Iraq and Afghanistan Service Grants

**MINNESOTA STATE GRANT - NO REPAYMENT REQUIRED**

- For students from low- and moderate-income families
- Maximum award for 2016–2017 at a public two-year college is just under $7,350
- Average award is approximately $1,857  
  *Source: MN Office of Higher Education

**SCHOLARSHIPS - NO REPAYMENT REQUIRED**

- You often can qualify for a scholarship based on special interests or your background
- Inver Hills Foundation provides over 50 scholarships each semester to students
  - Check out the application at:  
    www.inverhills.edu/Foundation/Scholarships

**VETERANS BENEFITS - NO REPAYMENT REQUIRED**

- Current or previous service members may qualify
- Learn more: contact Sue Flannigan, veteran services coordinator, at 651-450-3862

**TRAVELERS FOUNDATION - NO REPAYMENT REQUIRED**

- Provided more than $470,000 in grants since 2006
- Supports unique and holistic programs to enhance the academic and professional experience
- Intended for underrepresented students
- Programs funded by the Travelers Foundation include:
  - Empowering Dreams for Graduation and Employment (EDGE)
  - CareerWays
  - Inver Experience

**WORK STUDY OR STUDENT EMPLOYMENT - EARN A PAYCHECK**

- Work on campus or at approved off-campus employer locations
- Normally, these jobs have flexible hours
- You may be able to select a job that aligns with your academic and career goals
- Work Study is part of your financial aid package
- Student Employment is campus-based but not awarded as part of financial aid

**STUDENT LOANS - MUST BE PAID BACK**

- Typically have a lower interest rate than other kinds of loans.
- Common student loans that might work for you:
  - Federal Stafford Loan
  - Federal PLUS Loan
  - Minnesota SELF Loan
Paying For College

Apply for Financial Aid

Hold your spot in class and keep your future on track.

Applying for financial aid saves your spot in classes and defers payment requirements! You won’t be required to make a down payment, plus you can charge your books to your account.

- Applying takes about 30 minutes. It can take up to five weeks to learn what your award will be, so plan ahead!
- Keep tracking your financial aid application in E-services and complete the steps as needed
- Once your financial aid package is awarded, then follow the instructions on E-services to accept your award
- If you change your mind and don’t attend Inver Hills, you are responsible for dropping your classes before end-of-day on the fifth day of the semester

Use this detailed checklist to navigate your financial aid application and estimate how much you will owe. Download a full-size version at: https://inverhills.edu/FinancialAid/pdfs/FinancingYourEducationChecklist.pdf

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Financing Your Education Checklist

This checklist will help you ensure you have financing in place to pay your education costs to attend Inver Hills Community College. We recommend you create a personal file for your financial aid information and keep your ID’s, usernames, and passwords in a safe place to protect yourself from identity theft.

Questions? inverhills.edu/financialaid | 651-450-3495 | finaid@inverhills.edu

- Create a FSA ID (Federal Student Aid ID) through Department of Education www.StudentAid.gov/fsaid
  - Create one FSA ID for you, the student – linked to your own email address
  - Create one FSA ID for a parent if you are a dependent student – linked to your parent’s email address
  - Used to sign your FAFSA and the Federal Stafford Loan electronic Master Promissory Note

- Complete the FAFSA (Free Application for Federal Student Aid) www.fafsa.gov
  - FAFSA is available on the web; Inver Hills Community College school code for application: 006935
  - Results will be sent to you and the college
  - When your FAFSA results are received by the college, the college will contact you by email regarding your next steps

- Submit Additional Information and Documents to Inver Hills Office of Financial Aid
  - Watch your email – if additional documentation is required, the Inver Hills Office of Financial Aid will contact you
  - Use the link in the email to access the eServices site and view your Tracking Letter
  - Submit required information and documents as soon as possible to avoid delays

- Review Your Financial Aid Award Notification
  - When processing is complete, an Award Notification will be posted for you on e-Services – email will be sent to you with a link
  - Grant funds require no action
  - Additional actions required for Federal Stafford Loans or Work Study

- Review Your Balance Due
  - Touch base in e-Services, regularly - Inver Hills Community College does NOT mail out bills; account information is only in e-Services
  - View your balance due for the semester after you register for classes
  - Determine if you have enough financial aid grants to pay your balance due – Do you need to set up a payment plan or apply for loans? See worksheet on next page

- Apply for Student Loans
  - If you need to borrow by using the Federal Stafford Loans Listed on your Award Notification, you must:
    1. Complete the loan request by accessing your Award Notification on e-Services
    2. Complete an electronic Master Promissory Note and Stafford Loan Entrance Counseling on StudentLoans.gov

- Pay Your Balance Due
  - The balance for tuition, fees, and other college charges is due by the dates published on the college website
  - If you have not been awarded enough financial aid to pay the balance due, you must pay the difference. To pay balance:
    1. Pay the bill in full by the due date OR
    2. Enroll in a monthly payment plan. You make a payment or set up a payment plan for each semester

- Apply for a Work Study or Student Employment Job
  - Work study must be listed on your Financial Aid Award Notification in order for you to apply for a work study job
  - Student Employment jobs do not require financial aid eligibility. Jobs will be posted online beginning mid-August.
  - Schedule an interview with the supervisor. Students must be hired, work, turn in a timesheet, and are paid every two weeks
  - We recommend using your paycheck to help pay living expenses, not the balance due for tuition, fees and other college charges

Questions?
inverhills.edu/financialaid | 651-450-3495 | finaid@inverhills.edu
## Payment options

Don’t forget! Applying for Financial Aid defers payments!

<table>
<thead>
<tr>
<th>PAYMENT PLAN</th>
<th>THIRD PARTY &amp; PRIVATE SCHOLARSHIP FUNDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Make monthly payments for tuition, fees and books</td>
<td>If your tuition is paid, either partially or in full, by an outside source, you must complete a third party billing form. The Business Office will bill the outside sources directly. Depending on the source of your funding, you may need to fulfill different requirements. Examples of outside sources include:</td>
</tr>
<tr>
<td>• Automatic withdrawal from your bank account, managed by NelNet, an education financial services company</td>
<td>• Employers and businesses</td>
</tr>
<tr>
<td>• No interest or finance fee</td>
<td>• Nonprofit agencies, foundations and other scholarship providers</td>
</tr>
<tr>
<td>• One nonrefundable enrollment fee of $30 per semester</td>
<td>• Government agencies (city, county, state, federal)</td>
</tr>
<tr>
<td>• Easy application process; sign up through E-Services</td>
<td>• Military</td>
</tr>
<tr>
<td>• Contact the Enrollment Center at 651-450-3503 to learn more</td>
<td>• International governments or agencies</td>
</tr>
</tbody>
</table>

### PAY YOUR TUITION IN FULL

**Online via E-Services:**
- Follow prompts to your student account.
- You can pay by eCheck, debit card or credit card.

**In person at the Enrollment Center in the College Center:**
- You can pay by check, cash, debit card or credit card.

**By mail:**
- Write your student I.D. number on your check; add your name to memo area if the check is not in your name
- Mail to:
  - Enrollment Center
  - Inver Hills Community College
  - 2500 East 80th Street
  - Inver Grove Heights, MN 55076

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"**Practice makes better.** You’re not going to learn and master anything the first time. Neither did your instructors. But the more you practice it, the better you get at it. Read your book, go to class, participate, do the homework, study, take advantage of extra resources (such as online study guides and the Learning Center). The more you put in, the more you’ll get out. Remember that college is different than high school—this isn’t grade 13!""

– Tanya Smutka

Biology Instructor
Campus Map and Directory

**Fine Arts**
1. Art Gallery
2. Theatre

**Liberal Arts**
3. Administration

**Library**
4. Learning Center
5. Quiet Room
6. Accessibility Resources

**College Center**
7. Cafe & Lounge
8. Mindfulness Mother’s Room
9. Counseling & Advising
10. Health Services
11. Military & Veteran Services
12. Student Life
13. Online Services Center
14. Enrollment Center & Financial Aid
15. Bookstore
16. Welcome Center
17. Testing Center

**Activities**
18. Fitness Center
19. Quiet Room

**Heritage Hall**
20. Military & Veteran Lounge

- Elevator
- Gender Neutral Bathroom
  - Heritage Hall, one on each level
  - Fine Arts, across from the theatre
  - Library, on the middle floor

The Activities Building has a gender neutral locker room; ask desk attendant for key.
Everyone at Inver Hills Community College is dedicated to your success!

These resources are here for you to use. Work smarter and faster to get the most out of your education.

<table>
<thead>
<tr>
<th>Service</th>
<th>Location</th>
<th>Website inverhills.edu/</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Learning/ASAP</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/AdultLearners</td>
<td>(651) 450-3974</td>
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<td>Accessibility Services</td>
<td>Library, 2nd Floor</td>
<td>LearningSupport/DisabilityServices</td>
<td>(651) 450-3884</td>
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<td>Advising and Counseling</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/CounselingAdvising</td>
<td>(651) 450-3508</td>
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<td>Bookstore</td>
<td>College Center, 1st Floor</td>
<td><a href="http://www.ihccbookstore.com">www.ihccbookstore.com</a></td>
<td>(651) 450-3533</td>
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<td>Career Services</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/ExperientialLearning</td>
<td>(651) 450-3683</td>
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<td>Enrollment Center</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/EnrollmentCenter</td>
<td>(651) 450-3503</td>
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<td>Financial Aid</td>
<td>College Center, 2nd Floor</td>
<td>FinancialAid</td>
<td>(651) 450-3495</td>
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<td>Fitness and Recreation</td>
<td>Activities Building, Lower Level</td>
<td>StudentLife/FitnessAndRecreation.aspx</td>
<td>(651) 450-3539</td>
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<td>Health Services</td>
<td>College Center, 1st Floor</td>
<td>CampusResources/HealthService</td>
<td>(651) 450-3524</td>
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<td>Learning Center</td>
<td>Library, 2nd Floor</td>
<td>LearningSupport/LearningCenter</td>
<td>(651) 450-3629</td>
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<td>Library</td>
<td>Library, 1st Floor</td>
<td>library</td>
<td>(651) 450-3625</td>
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<td>Online Services Center</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/EnrollmentCenter</td>
<td>(651) 450-3530</td>
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<td>Student Life</td>
<td>College Center, 1st Floor</td>
<td>StudentLife</td>
<td>(651) 450-3653</td>
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<td>Testing Center</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/TestingCenter</td>
<td>(651) 450-3687</td>
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<td>TRIO Student Support Services</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/TRIOSSS</td>
<td>(651) 450-3831</td>
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<tr>
<td>Veteran's Services</td>
<td>College Center, 2nd Floor</td>
<td>LearningSupport/VeteranServices</td>
<td>(651) 450-3862</td>
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</tbody>
</table>
1. Log in to E-services to begin your registration session

2. Select “Courses & Registration”

3. Select “Search for a Course”

4. Enter your search criteria and select “Search”

5. When you find a course, select “Add” or “Wait List” to add yourself to the course waiting list

6. Select “Continue to Review My Plan” (top right) when you are done selecting your courses

7. Check the box next to a course title to register for the course. You can check more than one course

8. Click the “Select Course” button to proceed

9. Enter your StarID password and click the blue “Register” button

10. View and print your schedule by selecting “View/Modify Schedule”

11. View and print your tuition statement by selecting “Bills and Payment”

12. Log out of E-services to complete your registration session
Keep up with campus life!