

# HELPING STUDENTS SUCCEED



## GBC Support Services

| Department  | Location   | Phone    | Website   |
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| <p><b>Adult Basic Education (ABE) and ESL/HSE</b></p> <p>Our ESL program serves students whose primary language is not English and who wish to improve their English language skills. These new skills will help you to better function in our community and prepare you for academic</p>   | <p>Adult Learning Center</p> <p>1020 Elm Street, Elko NV</p> | 753-2230 | <a href="http://www.gbcnv.edu/alc/esl.htm">http://www.gbcnv.edu/alc/esl.htm</a> |
| <p><b>Academic Advising &amp; Career Center</b></p> <p>Academic Advisors assist new, continuing, transfer and international students in identifying, planning for, and achieving educational and personal goals It is recommended that students seek academic advisement before registering each semester, before transferring to another college or university, and/or before graduation.</p>  | <p>Berg Hall, Elko</p>                                       | 753-2180 | <a href="http://www.gbcnv.edu/career/">http://www.gbcnv.edu/career/</a>         |
| <p><b>Student Retention Services</b></p> <p>College is a challenge; like with most challenges, there will be times when things get difficult or complicated, times when you feel like giving up, and times when nothing seems to be going the way you expected. So, when times do get difficult or complicated, when life happens and puts obstacles in the way, and when you're feeling like college is just not what you expected, we are here to help. GBC and the Student Support and Retention office are committed to your success as a student, and we offer a variety of resources and programs to help you overcome challenges and achieve your goals.</p> | <p>LCSL</p>  | 753-2286 | <a href="http://www.gbcnv.edu/retention/">http://www.gbcnv.edu/retention/</a>   |
| <p><b>Accounting Services and Cashier</b></p> <p>Students can make tuition and fee payments, find out their account balance, get information about a payment plan, and inquire about past due balance holds from GBC.</p>   | <p>Berg Hall</p>   | 753-2243 |   |

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| <p><b>Disability Resource Center</b></p> <p>It is the policy and practice of Great Basin College to comply with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and state and local requirements regarding students with disabilities. Under these laws, no qualified individual with a disability shall be denied access to or participation in services, programs and activities of Great Basin College. All services are at no cost to students and potential students of Great Basin College.</p>   | LCSL      | 753-2271 | <a href="http://www.gbcnv.edu/disabilities/">http://www.gbcnv.edu/disabilities/</a>                       |
| <p><b>Admissions and Records</b></p> <p>Students can obtain general information and complete many tasks in Admissions and Records, including:</p> <ul style="list-style-type: none"> <li>• Address change, personal information updates (name, birthdate, SSN, etc.)</li> <li>• Applications for admission</li> <li>• Audit class changes</li> <li>• Department challenge exams</li> <li>• Enrollment Verification</li> <li>• Family Educational Rights and Privacy Act (FERPA) Information</li> <li>• Graduation requirements and applications</li> <li>• International admissions and special admissions</li> <li>• Registration information</li> <li>• Residency policy</li> <li>• Transcript evaluation for GBC students and transcript requests (official and unofficial)</li> </ul> | Berg Hall | 753-2102 | <a href="http://www.gbcnv.edu/admissions/">http://www.gbcnv.edu/admissions/</a>                           |
| <p><b>Bookstore</b></p> <p>Textbook purchase and rental can be completed at the bookstore, as well as finding logo T-shirts, writing supplies, backpacks, recordable CDs, and more. Materials can be ordered online.</p>  | LCSL      | 753-2270 | <a href="https://www.bkstr.com/greatbasinstore/home/en">https://www.bkstr.com/greatbasinstore/home/en</a> |
| <p><b>Career Center</b></p> <p>Start preparing for their career after graduation, and find help in obtaining part-time employment through job boards while they are enrolled in classes. Services include:</p> <ul style="list-style-type: none"> <li>• Career coaching</li> <li>• Employer events</li> <li>• Internships</li> <li>• Resume and cover letter reviews</li> <li>• Job fairs</li> </ul>  | Berg Hall | 753-2180 | <a href="http://www.gbcnv.edu/career/">http://www.gbcnv.edu/career/</a>                                   |

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| <p><b>Great Basin College Library</b></p> <p>Research and media assistance are offered in the library, in addition to reference materials and other resources. Students can seek assistance with writing style guides, databases, material requests and file output.</p>  | McMullen  | 753-2222 | <a href="http://www.gbcnv.edu/library/">http://www.gbcnv.edu/library/</a>     |
| <p><b>Financial Aid, Scholarships, Student Employment and Veterans Educational Benefits</b></p> <p>The GBC Financial Aid Office offers assistance to eligible students who could not otherwise attend or continue to attend GB without financial assistance. Students who are struggling with making ends meet may qualify for financial aid or scholarships.</p>   | Berg Hall | 753-2259 | <a href="http://www.gbcnv.edu/financial/">http://www.gbcnv.edu/financial/</a> |
| <p><b>Fitness Center</b></p> <p>The Fitness Center and Gym on GBC's Elko Campus is the site of many physical education and exercise (<a href="#">PEX courses</a>) classes including strength training, core fitness, karate, rock climbing, yoga, zumba, tai chi, and open workout. Included in the facility is a full-sized gym and a workout room. Amenities include:</p> <ul style="list-style-type: none"> <li>• rower</li> <li>• elliptical machines</li> <li>• treadmills</li> <li>• bench press and power rack</li> <li>• a variety of weight machines</li> <li>• free weights and barbells</li> <li>• exercycle</li> <li>• punching bag</li> <li>• lockers (\$10 per locker per semester)</li> <li>• showers</li> </ul> | LCSL      | 753-2113 | <a href="http://www.gbcnv.edu/fitness/">http://www.gbcnv.edu/fitness/</a>     |

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| <p><b>MyGBC</b></p> <p>At MyGBC, students have access to information and tools in one centralized location:</p> <ul style="list-style-type: none"> <li>• ACCUPLACER scores</li> <li>• Add/Drop Classes</li> <li>• Class schedule</li> <li>• Enrollment verification</li> <li>• Make payment</li> <li>• Nevada System of Higher Education (NSHE) student ID number</li> <li>• Personal information updates (address, phone, email)</li> <li>• Third party release</li> <li>• View unofficial transcript</li> </ul>   | Online | 753-2102 | <a href="http://www.gbcnv.edu/mygbc.html">http://www.gbcnv.edu/mygbc.html</a>                       |
| <p><b>Campus Security</b></p> <ul style="list-style-type: none"> <li>• To report a crime in progress or an emergency, dial 911.</li> <li>• Fire, police and emergency medical personnel are all available through dialing 911.</li> <li>• The Department encourages all faculty, staff and students to be active in helping to keep the Great Basin College centers safe places for all. Be aware of your surroundings, use common sense precautions for your personal safety, lock your vehicle when parking and when possible at night walk with friends. If you observe any suspicious or unusual activity please contact Security or the Campus Director so the situation can be investigated. If you see suspected criminal activities report it immediately. The department is responsible for providing security on the Great Basin College Elko campus during normal class hours and may be contacted at 775-934-4923.</li> </ul> |        | 934-4923 | <a href="http://www.gbcnv.edu/security/">http://www.gbcnv.edu/security/</a>                         |
| <p><b>Student Life and Development (SGA)</b></p> <p>The Student Government Association is the official student government body at GBC which provides a variety of programs, activities, and services to students. They make recommendations and contribute student opinions to the college, the system, and the Board of Regents.</p>   | LCSL   | 753-2201 | <a href="http://www.gbcnv.edu/student_life/sga.html">http://www.gbcnv.edu/student_life/sga.html</a> |
| <p><b>Student Clubs and Organizations</b></p> <p>Students can participate in a number of Student Government Association recognized clubs such as the Battle Born Veterans, AIGA Student Group, Nature Club, Phi Theta Kapp, Phi Beta Lambda, SNO (Students Nurses Organization, Radiology Club, SKILLS USA, SGA, SOLAR.</p>   | LCSL   | 753-2201 |   |

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| <p><b>GBC Help Desk</b></p> <p>The Support Center offers help with student email, wireless network set-up for phones and laptops, and resetting a user name or password. Students can find assistance with MyGBC, printing information, online tutorials and other technical issues.</p>   | Online | 753-2617 | <a href="http://www.gbcnv.edu/computing/helpdesk.html">http://www.gbcnv.edu/computing/helpdesk.html</a> |
| <p><b>Academic Success Center</b></p> <p>GBC's Academic Success Centers (ASC) on the Elko campus and at GBC's rural centers offer the following services to GBC students, all at no cost. GBC is committed to your success!</p> <ul style="list-style-type: none"> <li>• Live tutoring -- free to all GBC students</li> <li>• Free placement testing</li> <li>• Proctored testing</li> <li>• Open computer labs</li> <li>• Free Student Success Workshops (<a href="#">also available online</a>)</li> </ul> | DCIT   | 753-2149 | <a href="http://www.gbcnv.edu/asc/">http://www.gbcnv.edu/asc/</a>                                       |