



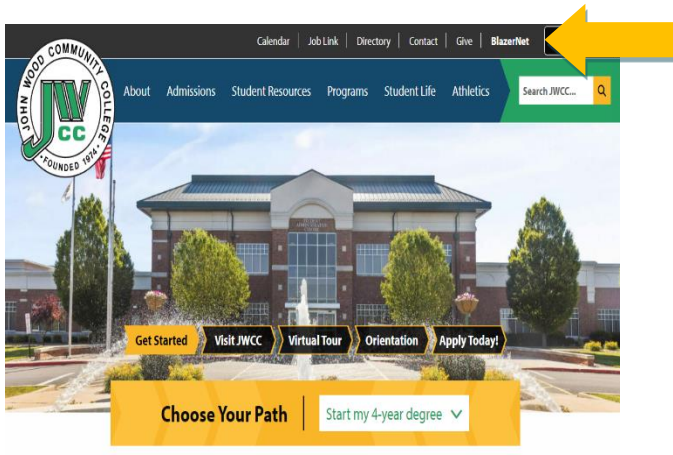
# Reference Guide for High School Students

## BlazerNet Log In

Your JWCC username and password will be sent to the personal email address on file. This login is necessary for any JWCC courses.

**BlazerNet**- John Wood student portal and central location for email, online courses, student accounts and student success tools.

Access BlazerNet from the JWCC homepage or directly at [jwcc.edu/blazernet](http://jwcc.edu/blazernet). Need help with username/password? Call 217.641.4325.



### LaunchPad

- Canvas
- Email
- SOLAR
- Library
- OneDrive
- Office 365
- Intranet
- WordPress
- Regroup
- Starfish
- Tutoring

### 3. SOLAR (Student Online Access to Records)

Login by: Signing into Blazernet and clicking on the SOLAR icon.

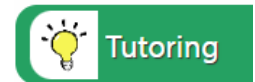
- View course schedule
- Semester grades
- Transcripts
- Balances on school accounts
- Make changes to personal information
- Set up payment plan



### 4. Library (online resources and interlibrary loan)



### 5. 24/7 Online Tutoring



Need help with an online course?  
**connected@jwcc.edu**  
**217.641.4512**

### 1. Canvas—Online Courses:



Login to online courses with the same username and password. Online courses are accessible through [jwcc.edu/blazernet](http://jwcc.edu/blazernet).

### 2. JWCC email:



Check your JWCC email often  
Access through BlazerNet or mail.jwcc.edu.  
Your JWCC email is (username)@jwcc.edu.



## Find your path.

217.224.6500 • [jwcc.edu](http://jwcc.edu)

## Office 365

Download for **FREE** as a student: online versions of Microsoft Word, PowerPoint, Excel, and OneNote.

**Tip:** Online classes are **NOT** self-paced.

There are specific assignments and schedules to follow. It is up to you to know requirements and due dates.

## Syllabus

The syllabus is the most important class document. The syllabus tells you when assignments, quizzes, and exams are due, along with the grading scale and instructor expectations. It is your responsibility to know the information and follow due dates.

## Student ID

Photo IDs are optional for high school students but required for accessing Library services and athletic events. Available at Admissions/Advising department on the Quincy campus.

## Numbers to Know:

**Admissions:** 217.641.4337 • [admissions@jwcc.edu](mailto:admissions@jwcc.edu)  
**Advising/Registrar:** 217.641.4355 • [advising@jwcc.edu](mailto:advising@jwcc.edu)  
**Bookstore:** 217.641.4230 • [bookstore@jwcc.edu](mailto:bookstore@jwcc.edu)  
**Business Office:** 217.641.4211 • [businessoffice@jwcc.edu](mailto:businessoffice@jwcc.edu)  
**Online Learning:** 217.641.4512 • [connected@jwcc.edu](mailto:connected@jwcc.edu)  
**IT/Help Desk:** 217.641.4325 • [helpdesk@jwcc.edu](mailto:helpdesk@jwcc.edu)  
**Library:** 217.641.4537 • [circdesk@jwcc.edu](mailto:circdesk@jwcc.edu)  
**JWCC – Main Number:** 217.224.6500

## ALEKS Math

ALL online math courses are completed through ALEKS. ALEKS courses do not use a book but do require an access code. Codes are included as a “Digital Media Fee” through the student bill. **Access to ALEKS via Canvas.**

## Books

Get your books **before** classes start. Options include E-books or buying new or used. Explore options to see what works best for you. [jwcc.edu/bookstore](http://jwcc.edu/bookstore) – click “Textbook List” or “Buy Textbooks”

## Dropping/Adding a Course

Dropping with a refund:

Total refunds will be made to students dropping courses based on the following criteria:

- 1) Drops that occur within the **first week** from the designated start date that are eight weeks or less in length.
- 2) Drops that occur within the **first two weeks** from the designated start date that are more than eight weeks in length;

**Adding a class:**

The add period is the first 2 days of an 8-week term and the first 3 days of a 16-week term.

## Paying for School

High school students receive a **25% discount on tuition and universal fees.**

Bills will be sent in July for fall courses and November for spring courses. Payment is expected ten days prior to the start of classes.

Payment plans are available through the Business Office [jwcc.edu/business-office](http://jwcc.edu/business-office)

**Questions: Concurrent Enrollment • 217.641.4339 • [smartstart@jwcc.edu](mailto:smartstart@jwcc.edu)**