

CAPS (Center for Academic Planning and Support) services after Spring Break (subject to change – please check emails and RAVE announcements for updates)

As the college will be closed to student traffic, **CAPS services will be available remotely** as follows:

Tutoring is moving online and is available in various formats.

Submit tutor requests online at <http://greatbay.edu/student-services/tutoring/request-appointment> and you will hear from CAPS staff to review the available options.

You can access **SmarThinking directly through your CANVAS account**. The CCSNH has increased the hours available per semester from 5 to 10 per student. If you are running low on hours, let us know.

If you already have an appointment scheduled, you should hear from CAPS staff about how that will be conducted. If you don't, email us at greatbaycaps@ccsnh.edu

CANVAS has a **CAPS** course with many helpful academic tools, tips, videos, etc. You received invitations in your email to this course and to the **Great Bay Tutoring Online** for Writing course. Accept these invitations to access. If you need the invitations sent again, let us know at greatbaycaps@ccsnh.edu.

Academic Coaching and Alerts will continue with phone, email, and/or Zoom appointments. There will be no caller ID, so please check messages if you don't answer such calls. Email greatbaycaps@ccsnh.edu to request an appointment if you don't already have an assigned coach. **Instructors**, please continue to use <http://greatbay.edu/about/employee-resources/faculty-instructor-resources/academic-alert-referrals> to submit new alerts. We can help students transition to using Canvas for learning along with the HelpDesk and Canvas tutorials.

CPA students, please stay in touch with your coach through email and phone at your usually scheduled times or make other arrangements with the coach. If you get a call with no caller ID at this scheduled time, it is likely your coach trying to reach you.

Students with disabilities can access the Coordinator of Disability Support Services at kfrisbie@ccsnh.edu. Please submit any new documentation electronically to this email. Hard copies will eventually make their way to Karen but will take longer.

International students and Au Pairs can expect an email with information from Diana Varga, and can contact her with questions at dvarga@ccsnh.edu.

Project GRAD peer mentors and mentees will be hearing from Kimberly Cartier and can contact her with questions at kcartier@ccsnh.edu. Those interested in the program can learn more at <http://greatbay.edu/sites/default/files/Project%20Grad.pdf>

Career Assistance continues to be available online through Career Coach at <https://greatbay.emsicc.com/?radius=®ion=Rockingham%2C%20NH>, the Job Board at <http://greatbay.edu/student-services/career-services/hiring-our-students>

and through email at gbcareers@ccsnh.edu

Alternative and accommodated testing is not currently happening in CAPS. Please contact your instructor for information on testing needs. **Instructors**, if you need help with accommodated testing needs please let us know.

We look forward to hearing from you and continuing to support you throughout the semester. If you have any questions or concerns about accessing CAPS services, please get in touch at greatbaycaps@ccsnh.edu.

All the best,
The CAPS Team

