



Advising Intake Form

Blue Mountain Community College
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Pendleton, OR 97801
(541)278-5931 Advising & Testing
(541)278-5885 Fax
www.bluecc.edu

DATE: ____/____/20__

TIME: _____

BMCC ID: ____ - ____

LAST NAME: _____

FIRST NAME: _____

DEGREE INTENT: _____

ADVISOR NAME: _____

Advising Checklist – Mark each as you cover them with your advisee

- HD109
- Add/Drop dates for term (100% refund period)
- Bookstore vouchers: How to buy books and when vouchers are available
- Finances: How are you paying for classes?
 - Financial Aid (FAFSA www.fafsa.ed.gov)
 - Tuition Installments
 - Scholarships
 - Staff and Dependent waivers
 - Emergency book loans
- Student Employment
- Disability Services
- Student Learning Center:
 - Tutoring
 - Computer lab
 - Career interest
 - Lending library
 - Help for Students (*Blue Alert* referrals)
- Service Center:
 - Student Accounts (pay bills, tuition installments)
 - General financial aid questions
 - Order transcripts, or transcript evaluations
 - General information
- Satisfactory academic progress
- Distance Learning: Are you ready?
- Register – how to register online using your Advising Guide

Referrals:

- Referred to Financial Aid for additional assistance
 - Referred to Disability Services for assistance
 - Referred to SLC for tutoring assistance
 - Other: _____
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Blue Mountain Community College is an equal opportunity educator and employer.