



FORT SCOTT COMMUNITY COLLEGE



# **STUDENT** **ENROLLMENT** **GUIDE**



**2025-2026**

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# Welcome Message



As your Vice President of Student Affairs and Dean of Students, I want to personally welcome you to the Greyhound family. Whether you are beginning your very first semester or continuing your educational journey with us, know that you are an important part of our community.

At FSCC, student success is at the heart of everything we do. Our Student Services team is here to walk alongside you every step of the way from admissions and enrollment, to advising, tutoring, testing, housing, student activities, and beyond. We are committed to making sure you feel supported, encouraged, and empowered throughout your time here.

Being a Greyhound means more than just attending classes, it means belonging to a family that values growth, integrity, and achievement. We want you to take advantage of the resources, relationships, and opportunities that will help you thrive both inside and outside the classroom.

On behalf of the entire Student Services team, I encourage you to reach out, get involved, and let us help you make the most of your college experience. We are here for you today, tomorrow, and every step of your Greyhound journey.

With Greyhound Pride,

**Vanessa Poyner**

Vice President of Student Affairs / Dean of Students



# FSCC VISION

FSCC's vision for the future is to support "Students First, Community Always" through a central focus on teaching and learning; advancing strong, innovative programs and departments; maximizing and leveraging opportunities; initiating efficient and effective processes; and developing the region's workforce.

# FSCC MISSION

Fort Scott Community College is an institution of higher learning with a long history of culture and diversity that provides affordable academic, technical, and occupational programs to meet student needs while fostering a mutually supportive relationship between the college and its communities.



# STUDENT SERVICES MISSION

FSCC Student Services empowers students with guidance, support, and a welcoming environment to achieve their educational goals.



# ADMISSIONS & APPLICATIONS

## Become a Greyhound in 4 steps!

### 1. APPLY

Apply to FSCC by filling out the online application form. Ensure you have all necessary documents for submission.



### 2. FINANCIAL AID

Explore financial aid options and complete the FAFSA form. Contact the financial aid office for assistance and details on available scholarships.



### 3. VISIT

Schedule a campus visit to explore FSCC facilities and meet with the admissions staff. A great opportunity to ask questions and see the campus firsthand.



### 4. ENROLL

Complete your enrollment process by meeting with an advisor and registering for classes. Ensure your schedule is set up for the upcoming semester.



# Transcripts & Registrar Information

## Transcripts

Official high school and college transcripts must be mailed directly from the sending institution or sent by an electronic transcript service directly to Fort Scott Community College, or hand delivered in a sealed envelope. The hand delivered transcript must be placed in the school letterhead envelope with the Registrar's signature or school stamp imprinted on the sealed back flap. Opening the envelope will render that transcript invalid.

Fort Scott Community College will accept both emailed and faxed official high school transcripts directly from the high school.

No transcripts will be accepted from the student. All transcripts must be sent directly from the sending institution to FSCC.

For high school transcripts to be considered official they must have a graduation date and a signature and/or school seal.



[Transcript  
submission  
directions](#)

**For more information on the Fort Scott Community College Registrar's office please go to the following [page on the FSCC Website](#)**

Credit for Prior Learning

Graduation

Transfer Information



Privacy Rights

Verification of  
Enrollment and Degrees

FERPA Information



# Advising & Enrollment

The FSCC Advising Office provides students with professional, confidential academic advisement. FSCC Advisors can help students with enrolling in classes, tutoring services, and other common needs. The advising offices are located in Bailey Hall and are open Monday–Friday from 8:00 am to 5:00 pm. To set up an appointment, call 620-223-2700, ext. 3630.

To fulfill each student's academic needs, we recommend that all students meet with an FSCC advisor each semester. However, all of the following students **MUST** meet with an FSCC advisor to ensure the students' academic needs and goals are being met: first-year, transfer, high school students, students on financial aid probation or suspension, students enrolled in developmental courses, and student-athletes.

**For more information on the Fort Scott Community College Academic Advising office please go to the following [page on the FSCC Website](#)**

Accessibility Services

Academic Advising

Transfer Advising



Career Advising

Disability Services

Enrollment Checklist

# Student Success Center

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The Student Success Center offers a variety of services for students of all ages:

- **Free tutoring** is available to all students. Our peer tutor program is designed to help students who are experiencing difficulties in a particular course. Peer tutors are high-performing students who have received training in tutoring policies and techniques.
- **Test accommodations** are available for students who qualify for accommodations. Services offered include test reading, extended test time, and a non-distracting environment.
- **Test proctoring** is available to students for approved online classes and make-up tests.
- **Quality technology** is available to all students through the use of computers. Whether it's typing term papers, checking email, or surfing the internet, students are always welcome to use our computers for personal or educational use.
- **Assessment testing** is available for any prospective student. This FSCC placement test is similar to the ACT and aids in placing students in the correct course for their skill level.
- **Knowledgeable support staff** work in the Student Success Center. We pride ourselves on our ability to help people. If we don't have the answer, we will find someone who does!

[FSCC Student  
Success Center  
Tutor Schedule](#)



# Additional Student Support Services

At Fort Scott Community College, we are committed to supporting every aspect of your college experience.

**Our Admissions team** is here to guide you through the application and enrollment process, while **Financial Aid** helps connect you to grants, scholarships, and resources to make college affordable.



**Veterans Affairs** provides personalized assistance to our service members, veterans, and their families to ensure a smooth transition to campus life.

**TRIO Student Support Services** offers academic guidance, tutoring, mentoring, and resources to help first-generation, income-eligible, and students with disabilities reach their educational and career goals.

Beyond the classroom, you'll find ways to get involved and stay connected. **Student Activities** offers a wide variety of events, organizations, and leadership opportunities to help you make lasting memories and friendships.

For those living on campus, **Student Housing** provides a safe, welcoming, and supportive environment that allows you to stay engaged in the Greyhound community.

**No matter where your path begins, FSCC has the services and support to help you succeed both inside and outside the classroom.**

# Student Portal

## Login Information

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Three Systems, one portal – Student Portal

1. Go to [www.fortscott.edu](http://www.fortscott.edu)
2. Click on the "Student Portal" at the top
3. In the Student Portal, you will see "MYFSCC Login, Student Email, and Blackboard Login"

**Logging into Blackboard:** Blackboard is our learning management system. Students can access course material, assignments and grades. They can also communicate with peers and instructors. For "**Username**," enter your Student ID #, then enter your password (Last four of your social security #). If the last four start with a zero, then enter the last three digits.

Problems logging into Blackboard or can't find your class? Contact Susie Arvidson, at 620-223-2700, ext. 3441 or [susiea@fortscott.edu](mailto:susiea@fortscott.edu)

**Logging into Student Email:** Enter your **Username** (*first initial\_last name\_last four digits of student ID #@students.fortscott.edu*, i.e. [j\\_wheeler\\_1234@students.fortscott.edu](mailto:j_wheeler_1234@students.fortscott.edu)). Your initial **Password** is Hounds(last 4 of your Student ID) Ex. Hounds1234. It is recommend you change your password to your personal preference after initial log in.  
\*Contact Advising for password reset.

**Logging into MYFSCC:** MYFSCC is your Student Account . Enter student ID # in the username box, then it will take you to your email and you will enter your student email credentials.

If you have login issues with MYFSCC or your Student email, please contact Advising at 620-223-2700, ext. 3630 or [advising@fortscott.edu](mailto:advising@fortscott.edu).

Student Portal



# Meet the Student Services Team



**Susan Benson**

Assistant SSC Director/Tutor

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Registrar & International  
Student Coordinator

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TRIO Advisor

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# Meet the Student Services Team



## Vanessa Poyner

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## Taylor Wade

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## Shelby Wheat

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## Jared Wheeler

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