

Start Now Registration Guide

Summer and Fall 2026

Guide provided by Advising & LifeMap

Connection before Content

What are you most looking forward to at BHCC?

Take 10 seconds to think about it and write your answer down.

Two to three volunteers will share their name and one thing they're looking forward to.

Goals today

Identify BHCCs advising model

Define full-time and part-time enrollment

Understand course modality, course time and the options that work best for you

Create a schedule based on your program, enrollment status and course modality selections

Register for summer/fall classes using SelfService before you leave today

BHCC Pathways

BHCC has six Pathways that represent a broad area or field of interest in which similar programs of study are grouped

BHCC Pathways:

1. Arts, Humanities, Communication and Design
2. Behavioral, Social Sciences and Education
3. Business and Hospitality
4. Health
5. Law and Public Service and Safety
6. Science, Technology, Engineering and Math

Which Pathway are you on?

What program do you plan to graduate from at BHCC?

<https://www.bhcc.edu/pathways/>

Advising Support at BHCC

During your first semester you will be assigned a Pathway Coach and you'll attend your first semester advising session

Academic, Career and Transfer Advising includes:

- Course planning and registration
- Degree completion and support
- Major exploration
- Career options
- Transfer planning
- Transfer to 4-year university
- Becoming a Joint Admissions Scholar

Advisors work in Advising and LifeMap and Community Connect

[Advising and LifeMap website](#)

617-228-2230

Email: advising@bhcc.edu

N210 Charlestown Campus

1st Floor Chelsea Campus

[Community Connect website](#)

Call: 617-228-3437

Text: 781-549-9116

Email: connect@bhcc.edu

E225 Charlestown Campus

Selecting Courses

Five things to determine your courses this semester:

1. Program of study (Associate of Arts, Associate of Science or Certificate)
2. Placement and/or transfer credit
3. Full-time or part-time enrollment
4. Course modality and format preferences
5. Semester options

Programs of Study

What program do you plan to graduate from at BHCC?

BHCC offers three program types:

1. Associate of Science programs are 60+ credits and are career focus with field-specific courses.
2. Associate of Arts programs are 60+ credits and include field-specific courses with broad general education courses
3. Certificates are 18-24 credits and are focused on job readiness and stackable to an Associate degree

Every degree includes General Education requirements and a Learning Community course

Every program at BHCC has a [Curriculum Map](#) that outlines the courses students should take each semester. Advisors use Curriculum Maps to recommend courses for you.

BHCC Learning Communities provides you with the opportunity to learn in a supportive and engaging environment that enables stronger relationships among students, faculty and staff. First time to college student pursuing associate degrees and enrolled in nine or more credits are required to take a Learning Community Seminar within their first year. An advisor will recommend an appropriate Learning Community Seminar.

Know Your Starting Point

Placement scores and outside credit help to determine what courses a student starts with.

[Placement scores](#) that are completed through the Assessment Center are based on scores for English, Reading and Math.

Outside credits that may count at BHCC include:

- [College transcripts](#)
- [AP credit](#)
- [CLEP credit](#)
- [Veteran/military credit](#)

You can find your placements scores by logging into your [MyBHCC](#) account, click on Academics, click on Plan & Schedule and click on Timeline. Scores will be listed under the non-term courses section of the Timeline.

Transferring to BHCC

- BHCC accepts credits from regionally accredited colleges and universities in the United States and from countries all over the world.
- Get transfer credit: Order Official college transcript and send it to academicservices@bhcc.edu or drop it off at Student Central in the sealed envelope.
- Contact transferservices@bhcc.edu for more information.

Credit for Prior Learning

- Get [credit for prior learning](#) and learn about earning college credit for learning acquired outside of the traditional college environment. Contact cpl@bhcc.edu for more information.
- Get AP or CLEP credit: Log into the [College Board website](#) to request a transcript to be sent to BHCC, School code #3123. Contact cpl@bhcc.edu for more information.
- As a member of SOC (Service Members Opportunity Colleges), Bunker Hill Community College utilizes ACE (American Council on Education) guidelines, CLEP, Dantes, and/or thorough use of portfolio evaluation to assess aforementioned training and experience. Contact cpl@bhcc.edu for more information.

Pick Your Class Format

You get to pick your course modality each semester!

[Course modality options](#)

- In person: courses meet on campus at set times
- Remote: courses have live meetings on your computer and you have a set time log in. BHCCs official virtual meeting platform used by most faculty is WebEx.
- Hybrid: a mix of two or more modalities
 - Web and remote
 - Web and in person
 - Remote and in person
- Online/web: no virtual or on campus meeting times
 - Web courses require regular online participation but do not require attendance at set days and times during the week. Students will access their class through an online learning management system, usually [Canvas](#). Please keep in mind that some online classes may require in person testing.

Quick Tips:

- F-1 visa students, veteran students, or any other student with in-person requirements, please note “Hybrid” does not mean it counts as in person. The

specific section you select must have an in-person day for the class to count as in-person.

- F-1 students must complete Guided Self-Study courses as in-person courses.
- If you are taking any courses that are remote or online/web formats, you will need a computer or tablet, plus internet access to take your classes.

Full-time and part-time

Take what works best for you.

Part-time is 1-11 credits (usually 1-3 classes)

Full-time is 12+ credits (usually 4+ classes)

Things to consider when thinking about whether you will be full-time or part-time:

1. Most classes are 3 or 4 credits
2. How much time do you have for school? Think about your work schedules and any outside of school responsibilities.
3. There may be minimum credit requirements if you are using financial aid to pay for your classes.

While the [Curriculum Map](#) lays out Associates Degrees in 4 semesters, the time it takes to earn an Associate's Degree or a Certificate will be different for every student. The amount of time required to complete a degree depends on two main things:

1. What, if any, prerequisites are needed before taking the recommended first semester classes
2. The number of classes you complete each semester

You should take the number of classes that is best for you!

Semester Options for Summer 2026

The [Academic Calendar](#) has important dates associated with the college, such as semester start and end dates, holidays and deadlines. It is important that you review the Academic Calendar multiple times before and during the semester to ensure you do not miss any important deadlines.

Summer course/semester options include:

Summer Mini I Courses (June 1 – July 10)

Summer Mini I Bridge Courses (June 1 – July 24)

Summer Self Directed Learning Courses (June 1 - August 14)

Summer Web Courses (June 1 – August 21)
Summer Mini II Courses (July 13 – August 21)

Semester Options for Fall 2026

The [Academic Calendar](#) has important dates associated with the college, such as semester start and end dates, holidays and deadlines. It is important that you review the Academic Calendar multiple times before and during the semester to ensure you do not miss any important deadlines.

Fall semester includes a variety of semesters and course offerings including:

Full Semester Courses (September 8- December 16)
Late-Start Courses (September 21- December 16)
Mini I Courses (September 8- October 26)
Mini II Courses (November 2-December 16)
Self-Directed Learning Courses (September 8- December 16)

Need to make changes to your schedule?

We want you to make an informed decision!

Add/drop: like it never happened

- You can drop a class at no cost
- No grade is recorded
- No impact on your transcript
- No impact on your GPA

Non-Attendance ([NA grade](#)): when you don't show up in the first two weeks of class

- NA grade appears on your transcript
- No impact on your GPA
- Counts as attempted credits which can impact academic standing and financial aid eligibility

Withdrawal ([W grade](#))

- W grade appears on your transcript
- No impact on your GPA
- Counts as attempted credits which can impact academic standing and financial aid eligibility

All of the above options have deadlines so be sure to seek advice from your professor and your pathway coach. Review the [Academic Calendar](#) for semester deadlines.

Resources if you need help making adjustments or want someone to review your schedule with you:

[Advising and LifeMap website](#)

advising@bhcc.edu

N210 Charlestown Campus

1st Floor Chelsea Campus

It's Almost Time to Register!

Here is what happens next:

1. An advisor will recommend courses for you based on your academic program and placement scores or transcript credit.
2. An advisor will do a live demonstration of Selfservice and teach you how to search and register for classes.
3. A registration assistant will help you find and add sections to your schedule in Selfservice.
4. When you are finished registering, an advisor will check your schedule before you leave.

Reminder: your assigned pathway coach will reach out to you two to three weeks after classes begin so be sure to check your BHCC email frequently.

How to Register for Classes in Selfservice

1. Log in to your [MyBHCC/Selfservice account](#)
2. Click on the **Student Planning** tab
3. Click on **View Your Progress** for a macro view of courses required to complete your program
4. Click on **Plan & Schedule** for a micro view of courses planned by semester

Planning your courses:

1. To plan a class from the **My Progress** page, click on the **course hyperlink**. To plan a course from the **Plan & Schedule** page, type in the course subject and number in the **Search for courses** bar (for example, if you are looking for College Writing I, type in ENG-111).
2. The course offerings will be listed in the Course Catalog and you may use the filters on the left side of the screen to filter by location, semester and availability.

3. When you find the course you want, click **Add Course to Plan**
4. Go to the Plan & Schedule page and you will see the planned courses in your semester calendar. Planned courses will show in yellow. When you are ready to register, click the Register Now button. Registered courses will appear in green.

Cluster Courses

Clusters are proven to increase a student's success in the subject matter by over 20%. Not only can it save you time, but Clusters prepare students to work together in collaborative environments and provide opportunities for students to accelerate progression through developmental English and math.

How to identify clusters in BHCC Selfservice:

- Section Details will tell you which classes go together for the cluster.
- Cluster courses will have a "C" in the section number of the course. For example, MAT-098-02C is a cluster and it goes with MAT-181-02C.
- You must be able to take all sections of the cluster.

Common cluster courses:

ELL-103 and ENG-111
ENG-090 and RDG-090
ENG-095 and RDG-095
ENG-095 and ENG-111
ENG-111 and HUM-120
MAT-093 and MAT-097
MAT-099 and MAT-194
MAT-098* and MAT-181

*MAT-098 may only be taken as a cluster with MAT-181; MAT-098 is not offered as a standalone class.

Checklist to complete before the semester begins:

1. Check your class schedule and class format in [SelfService](#)
2. Review your bill in Student Finance menu in [SelfService](#) (Account Summary page)
 - a. Positive balance (greater than \$0) is current amount that you owe to BHC
 - b. Negative balance (-) is extra money after paying for classes (buy books, request refund, etc.
 - c. \$0 balance means there is no current balance
3. Review your financial aid in [SelfService](#)
 - a. My Awards (active award will be posted here)

- b. Missing Documents (submit required documents to [Student Central](#) to complete financial aid process)
4. Submit [health insurance waiver](#) (if you are registered for 9 or more credits and have an active health insurance coverage from work, family, your own plan, etc.)
5. Submit [Immunizations](#) (if you are registered for 12 or more credits or in a Health Science program)
6. Make required payment (pay in full or enroll in payment plan) or submit 3rd party payments by posted payment deadline
 - a. Contact [Student Central](#) with questions regarding payment, financial aid, and health insurance
7. Review the [Academic Calendar](#) for the semester start date and schedule adjustment deadlines
8. Log-in to [Canvas](#) (on-line course system tool)
9. Download WebEx to your computer (if taking remote courses)
 - a. Contact [Academic Innovation and Distance Education](#) Office for assistance
10. Get your books before the first day of class/Bulldog Books+
 - a. If you are using financial aid to buy books, you will need to buy books from [BHCC bookstore](#) or use [Bulldog Books+](#). Bulldog Books+ is recommended.
11. Check [BHCC email](#) every day.
12. Request [student ID](#) card
13. [Add/Drop courses](#) (if necessary) by schedule adjustment deadline