

BATES TECHNICAL COLLEGE STUDENT CHECKLIST

WINTER QUARTER 2020 – 2021

Congratulations on completing your registration and welcome to Bates Technical College. Your first day of class is **Monday, Jan. 4, 2021**.

The items below will need to be completed so you can be fully prepared for your first day of class.

- Attend your online or face-to-face class (general education and career training) the first week of class to avoid being dropped for non-attendance.**
- Visit batestech.edu/financial-aid-student-portal to ensure your financial aid has been processed.**
- Attend New Student Orientation (NSO).** Visit batestech.edu/new-student-orientation for more information. NSO is an important step to attending Bates. Here we will provide you with valuable information to help make your journey at Bates successful. Our NSO is given in a virtual format.
- Purchase your books by going to my.batestech.edu > Quick Links > Bookstore.** Students can view what books are required for their classes and purchase them online using the [Virtual Bookstore](#).
- Obtain your free parking permit by filling out the online parking permit form at my.batestech.edu/parking-permit.** Although many classes are being taught online due to COVID-19, some programs will have some on-site lab requirements. When on campus, students must have a parking permit.
- Confirm your registration and view your schedule online approximately 2-3 days after registering by going to my.batestech.edu > Quicklinks > Schedule.** Here, students can view and/or print their schedule. Please verify the information is correct. If you have questions, please contact your advisor. To login, students will need their Student ID number (provided by your advisor at time of registration) and PIN. See page 2 for steps to obtain SID and PIN numbers.
- Access your online classes through CANVAS.** Access your online classes through Canvas or by clicking “Canvas” at BatesTech.edu. Your Bates Student ID # is your username and password for your initial login. If you run into any difficulties logging in, contact the Online Learning Center at olc@batestech.edu
- Visit batestech.edu/student-resources to get answers to frequently asked questions and obtain a copy of the Student Handbook.**
- Visit the library.batestech.edu/lowcosttech to access resources for current Bates Technical College students to support online learning during the COVID-19 closures.** This site includes information about how to access free or low cost Internet and devices. If you need a laptop, please fill out the [Emergency Loaner Laptop Request form](#). This form is found under the Bates Emergency Laptop Lending Program tab of the library website.
- Verify that you can access your student email by going to my.batestech.edu > Quick Links > Mail.** Check BatesTech.edu/information-technology for anything related to accessing your email, virtual labs (Bates vlabs), getting Microsoft Office 365 for your home computer, and how to contact the Student Help Desk. Forgot your student email? Visit batestech.edu/whats-my-email



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PIN and Student ID Number registration@batestech.edu

If you changed your pin and cannot remember it, contact the Registration Office to reset it at registration@batestech.edu

SID: To retrieve your SID Go to the [Bates Website](#) > My Bates > Quick Links and find Student Identification Number.

PIN: Your PIN is your Date of Birth in a very specific format. It is either 5 or 6 digits, depending on the month with no slashes nor dashes. If you changed your pin and cannot recall what it is, contact the Registration Office to reset it registration@batestech.edu.

If you were born in January through September, do NOT use the 0; just start with the digit.

For October, November, and December, it is 6-digits: 2 for month; 2 for day; 2 for year.

Examples: January 10101 October 103199

If you have questions or concerns, please contact your advisor for help.

Advisor Jason Carroll jcarroll@batestech.edu	Advisor Dan Eberle deberle@batestech.edu	Advisor Jim Field jfield@batestech.edu
Administrative Medical Assistant	Accounting	Architectural Woodworking/Cabinet Making Technology
Barber	Administrative Office Assistant	Auto Body Rebuilding and Refinishing
Biomedical Service Technician: Clinical Engineering	Broadcasting Video Production	Automotive Technology
Certified Medical Assistant	Civil and Environmental Engineering Technology	Carpentry
CNC Machinist/Machinist	Computer Networking Systems Technician	Commercial Truck Driving-Entry Level
Dental Assisting	Culinary Arts	Diesel and Heavy Equipment Technology
Dental Lab Technician	Cybersecurity	Early Childhood Education
Denturist	Digital Media	Electrical Construction
Electronic Equipment Service Technician	Electrical Engineering Technology	Facilities Maintenance Engineer
Hearing Aid Specialist	Electronic and Communications Systems Technology	Fire Service
Nursing Assistant Certified (NAC)	Industrial Electronics and Robotics Technician	HVAC
Occupational Therapy Assistant	Information Technology Specialist	Motorcycle and Marine Technology
Phlebotomy/Advanced Phlebotomy	Marketing and Business Management	Sheet Metal Technology
Practical Nurse	Mechanical Engineering Technology	Welding
	Software Development	



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Helpful Links and Resources

Canvas
bates.instructure.com/login/canvas
Financial Aid Office
batestech.edu/student-resources/financial-aid/ Financial Aid Portal: batestech.edu/financial-aid-student-portal email: financialaid@batestech.edu
Low Cost Technology and Bates Laptop Lending
library.batestech.edu/lowcosttech
MyBates
my.batestech.edu
New Student Orientation
batestech.edu/new-student-orientation
Parking Permit
my.batestech.edu/parking-permit
Registration Office
batestech.edu/student-resources/registration-office/ Email: registration@batestech.edu
Schedule
my.batestech.edu/student-login/
Student Resources
batestech.edu/student-resources
Virtual Bookstore
https://bncvirtual.com/bates?storeId=88106&catalogId=10001&langId=-1
What's My Email
batestech.edu/whats-my-email

Updated 10/27/2020

