

Guest Student Guide



Log into your [SelfService](#) to add/drop classes, see your schedule, view your bill, pay your bill or set up a payment plan.

Log into your [BHCC email](#). All communication with BHCC must be through your BHCC email.

Helpdesk: Call 617-228-3441 or email helpdesk@bhcc.edu if you are having a problem to log into your SelfService or BHCC email.

Log into your [Moodle](#) for online classes.

Moodle Help: If you are having a problem to log into your Moodle email aide@bhcc.edu.

About Waitlist: Being on a waitlist does not guarantee registration for the course.

- You may add yourself to the waitlist for only one section of a closed or waitlisted course.
- After you add yourself to the waitlisted, you may also register for an open seat in another section of that same course.
- The waitlist system reviews openings at the end of each day and sends an automated email to your BHCC email the following morning if the section becomes available. You have 24 hours to register for the course.
- If you have not registered by the deadline indicated in your email, the next person on the waitlist will be offered the seat.

Textbooks Info: To see what textbooks you need for your class/es and order your textbook [visit the bookstore](#).

Student Registration and Financial Responsibility Statement:

Every student enrolled in classes is responsible for making sure their enrollment costs are paid.

- Never attending and not officially dropping your classes *does not remove your obligation to pay for your classes*.
- You will be financially responsible for classes that are not attended and not officially dropped before the schedule adjustment (add/drop) deadline.

Payment:

- **Payment Deadlines:** <https://www.bhcc.edu/studentcentral/studentpayment/>
- **How to Pay Bill:** <https://www.bhcc.edu/media/03-documents/advising/How-to-pay-bill-and-print-schedule.pdf>
- **Payment Plan Information:** email studentcentral@bhcc.edu for more info

View Academic Calendar: <https://www.bhcc.edu/academic-calendar/>

Student parking info: <https://www.bhcc.edu/parking/>

Order an Official Transcript: <https://www.bhcc.edu/studentcentral/academicrecords/academictranscript/>

Contact:

Student Central

guestregistration@bhcc.edu

