

A weekly newsletter with news and information for SUNY Niagara Students. It can also be found on the web <https://www.niagaracc.suny.edu/studentlife/weeklywolf/>

LOCKDOWN DRILL NOTIFICATION LETTER:

SUNY Niagara Community:

On Wednesday, September 18th we will be conducting a lockdown drill on our Sanborn campus. Lockdown drills are conducted to increase safety and to prepare students and staff in the event of a real lockdown.

An announcement and alarm will sound for a lockdown drill. An NCCC ALERT text and email message will be sent. Instructors will lock their classroom door and turn off the lights. Students will move quietly, without talking, to a safe corner of the room, and then sit on the floor against a wall, where they are not visible from the windows or doors. The Instructor will stay with the students and help them remain quiet and calm. Office staff will secure in their respective areas. Individuals in hallways and common areas (EG. Athletics, Dining area, Learning Commons and Library) will immediately locate to a secure area and lockdown.

The drill will last approximately ten minutes. During the drill, students and staff will not be allowed into the hallways. The Public Safety and Operations team will make a quick check that all classroom and office doors are locked and secure throughout the building. After the entire campus has been checked, an "All Clear" announcement will be made over the intercom and NCCC ALERT notification. Staff and students will resume normal schedules and activities in their classrooms.

Student and staff safety are our number one priority at SUNY Niagara. We conduct these drills because we want students and staff members to know their important roles in these unique situations, and to practice and evaluate the procedures we have in place. After the drill, the staff will debrief and discuss the event, and identify areas for improvement. We anticipate concerns and questions and will use the responses in future planning.

Please email public safety at publicsafety@niagaracc.suny.edu with feedback.

LOCKDOWN DRILL PROCEDURES

- 1. All occupants are required to participate in the lockdown drill, including visitors and or contractors.**
- 2. The drill will begin with a verbal lockdown notification via the alarm system.**
- 3. The duration of the announcement will continue for 5-10 minutes.**
- 4. Public Safety and the Operations staff will observe and document compliance with drill requirements.**
- 5. The drill will officially end when a verbal "All-Clear" is given over the speaker system and an NCCC ALERT notification.**

During a Drill

- 1. Identify safe rooms and secure locations.**
- 2. If not in a secure location, go to the nearest restroom, closet, or office and secure yourself.**
- 3. Move to the safest part of the room, away from doors and windows.**
- 4. Turn off all lights, computer monitors, and projectors.**
- 5. Cover door windows with window cover, shades, or paper.**
- 6. Pull down window shades.**
- 7. Silence cell phones.**
- 8. Assist individuals who need assistance.**
- 9. Remain quiet.**
- 10. Wait until the "All-Clear" message is announced over the speaker system or NCCC ALERT before resuming normal activities.**

W. Ross Annable, Chief of Campus Public Safety

Guide to Online Services:

Many student services are offered online via Banner Web. For more information, please see the [Guide to Online Services](#).

Need to Order an Official Transcript?

Place your order online through Banner Web:

- Click on the Student Records tab
- Click on Academic Transcript - Order Official

You can also go to the [Records Office webpage](#) and click on the "Order Official Transcripts" button. There is a \$10 fee for each official transcript ordered.

Please note: Unofficial transcripts are free of charge and may be obtained by logging into Banner Web; click on the Student Records tab; choose Academic Transcripts – View Unofficial.

Questions? Email records@niagaracc.suny.edu, call (716) 614-6250, or stop by the Enrollment Center (A-105) for assistance

Fall 2024 - Drop/Delete Deadline:

The deadline to drop/delete Fall 2024 courses is **Monday, September 23**. Courses dropped on or before this date will not appear on your transcript/schedule. However, please be aware that you may incur financial liabilities. Click [here](#) for more details.

To drop a class yourself by logging into [Banner Web](#):

- Click on "Registration"
- Click on "Register for Classes" and select the term
- On the Registration menu, click on "Register for Classes" and select the term
- A list of registered courses will appear in the Summary section. *If you cannot see the Summary section, click on "Panels" at the bottom left side of the page to expand.*
- To drop a course, choose "Web Drop" or "Web drop during Penalty Period" from the drop-down next to the course you want to drop.
- Click "Submit Changes"

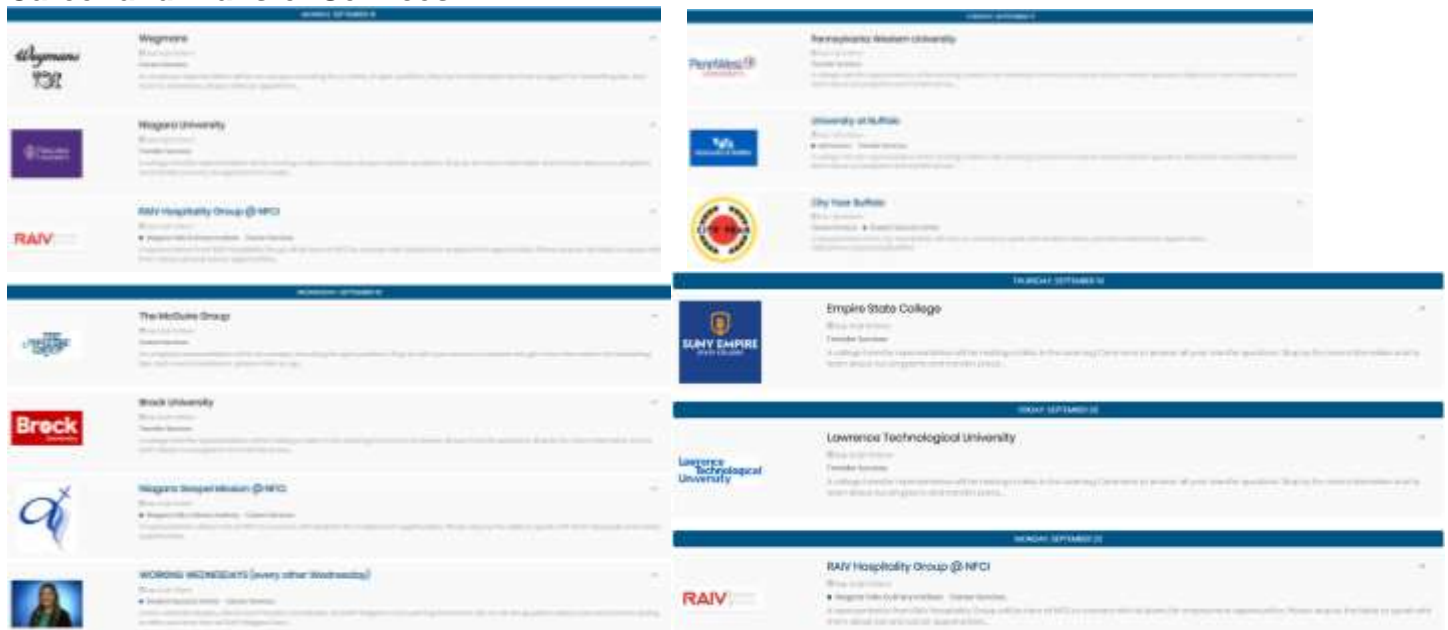
To request a course be dropped by the Enrollment Center:

- Log into [Banner Web](#), click on Registration, Withdraw from a Class, or
- Click [here](#) to Drop or Withdraw From a Class, or
- Contact the Enrollment Center via TWolves email at records@niagaracc.suny.edu.

If you choose to drop a course after September 23, the course will remain on your transcript and a "W" grade will be assigned.

If you have questions about dropping a course, please contact the **Student Success Center** at 716-614-6290 or email studentsuccess@niagaracc.suny.edu. Modular courses differ in deadlines. Please go to the [Student Calendar](#) and click on Modular Class Dates for detailed information.

Career and Transfer Services:



Kate Murphy, Career & Transfer Services Program Administrator, Student Success Center, Learning Commons

SUNY Niagara Introducing an In-term Payment Plan for Students with an Outstanding Balance

We are pleased to announce the launch of an **in-term payment plan option** designed to help you manage your balance with greater ease and flexibility. This plan is available to students with an outstanding balance who are currently not enrolled in an existing payment plan. This option offers an alternative way for you to stay on top of your financial obligations while continuing your academic journey without interruption.

Key Features:

- **Flexible Installments:** Spread payments over three manageable monthly installments throughout the term from October through December.
- **No Interest Fees:** Our payment plan comes with 0% interest, making it easier to budget your finances.
- **Simple Enrollment Process:** Sign up online through [Nelnet](#) in just a few minutes. Visit <https://www.niagaracc.suny.edu/tuition/plan/>

Important Dates:

- Enrollment for the payment plan is open until October 8, 2024
- First installment due on October 10th

For any questions or further assistance, please contact the Cashier's Office at cashier@niagaracc.suny.edu or visit our office in A-205. We are committed to supporting student success and hope this new payment option helps ease any financial stress so you can focus on your studies.

SUNY Niagara Cashier's Office

Alliance Niagara Federal Credit Union:

We, the staff of Alliance Niagara Federal Credit Union welcome you all to join. The benefits of membership are plenty!

We are located on campus Room G-146!

Need to cash a check – if you have an account – no worries!

Need an ATM – even if you don't have an account – no worries!

Need to get change for a \$20 – no worries!

Need to see your account on line – no worries! Need to get a check to pay a bill – no worries!

Just need someone to explain banking to you – no worries! Join the credit union today for all your banking needs.

Nancy E Sweeney, Business Manager, Alliance Niagara FCU

IN MEMORY FOR JOHN CIPOLLA

Bake Sale

*A Fundraiser for
John Cipolla's Family*

Pre-order by
September 25th

for pickup on
October 2nd

at NFCI or Suny Niagara

*Cake pops
Mini Apple Pies
Caramel Apples
Pumpkin muffins*



Hosted by the *NFCI
Student Club*