

Technical College of the Rockies

Student Orientation

We recognize the importance of providing new students with the knowledge necessary to successfully navigate through their time at TCR. While we do not provide a corporate orientation for our students, we have an orientation process in place that provides prospective and current students with the information they need to make their experience at TCR a positive one. The orientation process involves faculty and staff throughout the campus.

Prospective Students

At this step of the process the orientation material provided is highly dependent on the needs of the individual. Some prospective students have already researched our school and have all or part of this information. Others have no or minimal knowledge of TCR and require more support at this step. Prospective students may receive any or all of the following information/assistance as they consider enrollment at TCR:

- List of available programs
- Program schedule
- Financial aid information
- General and program-specific admissions requirements
- TABE or TEAS practice resources
- School calendar
- Program costs
- Enrollment options
- Application process
- Career advising
- Academic advising
- Contact information for Financial Aid and Admissions Offices
- Campus/department tour

Applicants

Once an individual applies at TCR he/she is at another step in the orientation process. At this step there are some things that are general information, while there are other parts of the orientation that are specific to the individual, program, or department. Orientation material presented to the individual while he/she was a prospective student may be presented again if requested by the applicant or if necessary to insure an understanding of the information. Applicants may receive any or all of the following information/assistance as the move toward becoming a student:

- Program-specific scholarship or grant information
- Individual financial aid advising
- Financial aid application
- General and program-specific admissions requirements
- TABE or TEAS practice resources
- School calendar
- Program costs
- Supply list
- Book list
- Application process

- Academic advising
- Payment options
- Contact information for Financial Aid, Admissions, and Business Offices
- Contact information for department coordinator
- Campus/department tour
- Reminders of incomplete admissions requirements
- Notification of acceptance
- Notice of registration dates and process

Students

The final step of the orientation process occurs once an individual has been accepted as a student at TCR. This step involves two distinct components. The first is information/assistance that applies to all TCR students. The second component happens in a more formal, group orientation completed within each program and includes information/assistance specific to the program.

General Orientation

- Review of financial aid award and requirements
- Collection of Emergency Contact Information
- Completion of Photo Release Form
- Review of Selected Policies and signing of form
- Review of payment options
- Book list
- Supply list
- Receive student ID

Program/Department Orientation

- Supply list
- Review student handbook or program rules
- Detailed schedule
- Introduction of faculty/staff
- Introduction of classmates
- Tour of campus
- Review of selected school policies
- Introduction to program
- Moodle (Learning Management System) introduction

Students also receive ongoing orientation to the technology, equipment, and supplies used within their program. That orientation takes place as-needed and is typically included as an instructional component within the curriculum.