

Rustler Sam & Bob

Explore the Land of No Show Drops





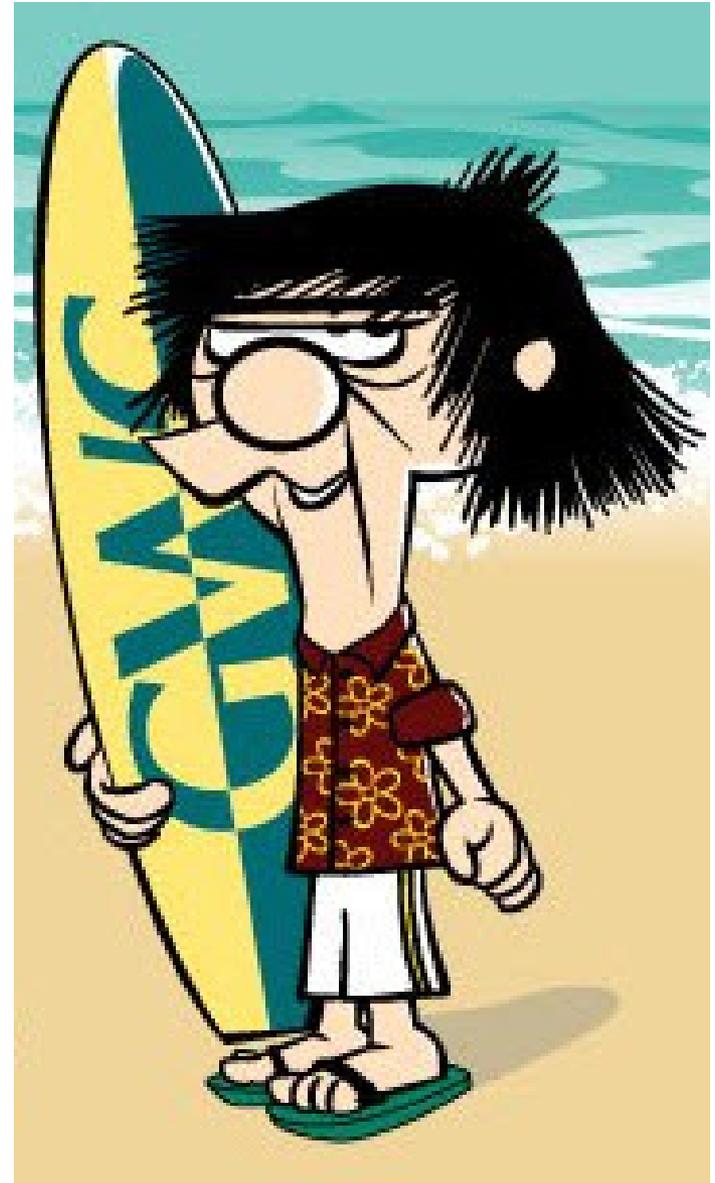
**Soooo ...
COWABUNGA,
DUDE!!!**

**WHY DO I HAVE TO DROP
MY NO SHOWS BEFORE THE
CENSUS DATES OF MY
CLASSES?**

**I'D RATHER HIT THE
WAVES WHILE THEY ARE
SOOOOO GNARLY!**

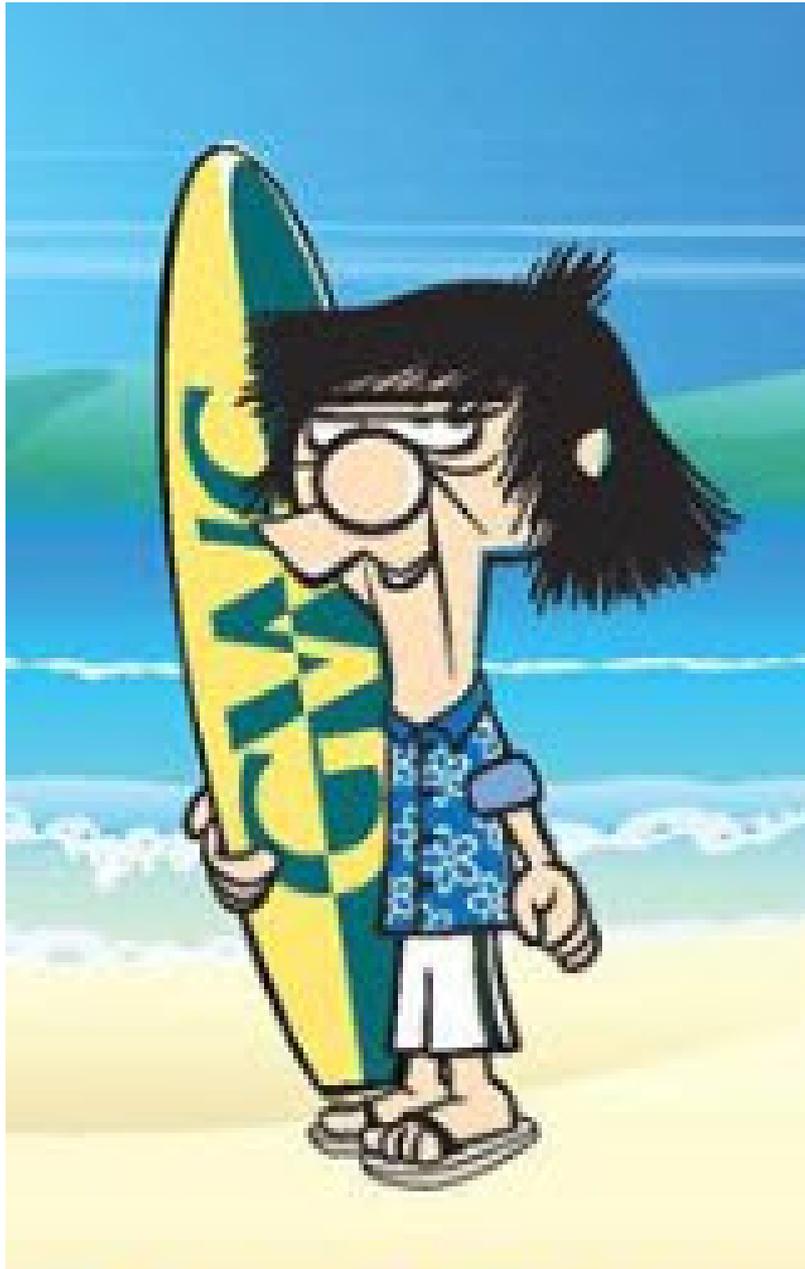
Because:

- A. We are mandated by the Federal Title IV Financial Aid regulations to do so.
- B. We are mandated by California State Title 5 regulations governing community college apportionment funding to do so.
- C. We are mandated by the Coast Community College District Board policy (AP 5070) to do so.
- D. We can face stiff fines and other very severe penalties for non-compliance.
- E. All of the above.





That's right . . .
The correct
answer is . . .
E. All of the above.



Soooo ...

**JUST EXACTLY
WHEN DO I
HAVE TO DROP MY
NO SHOWS?**

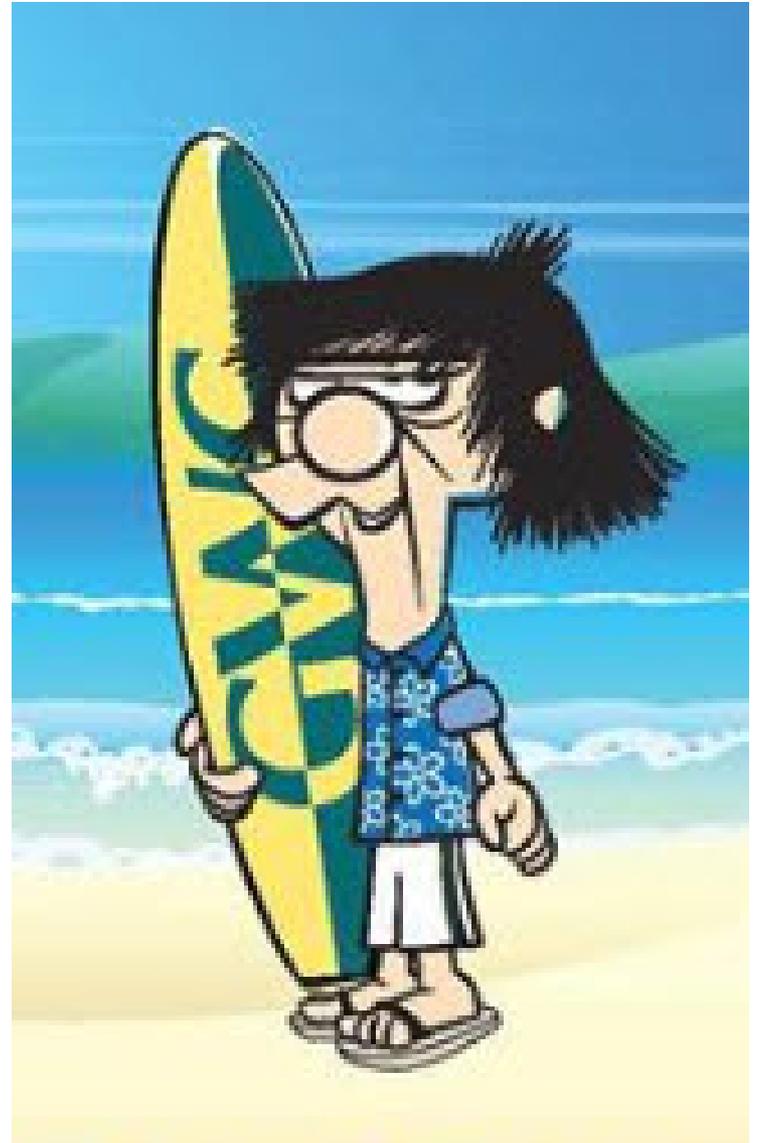
A . Drop, schmop I don't need to worry about no stinkin' drops.

B . Whenever the waves die, Dude!

C . On or After the Census date of the class.

D . On or Before the Census date of the class.

E . Before the Census date of the class.



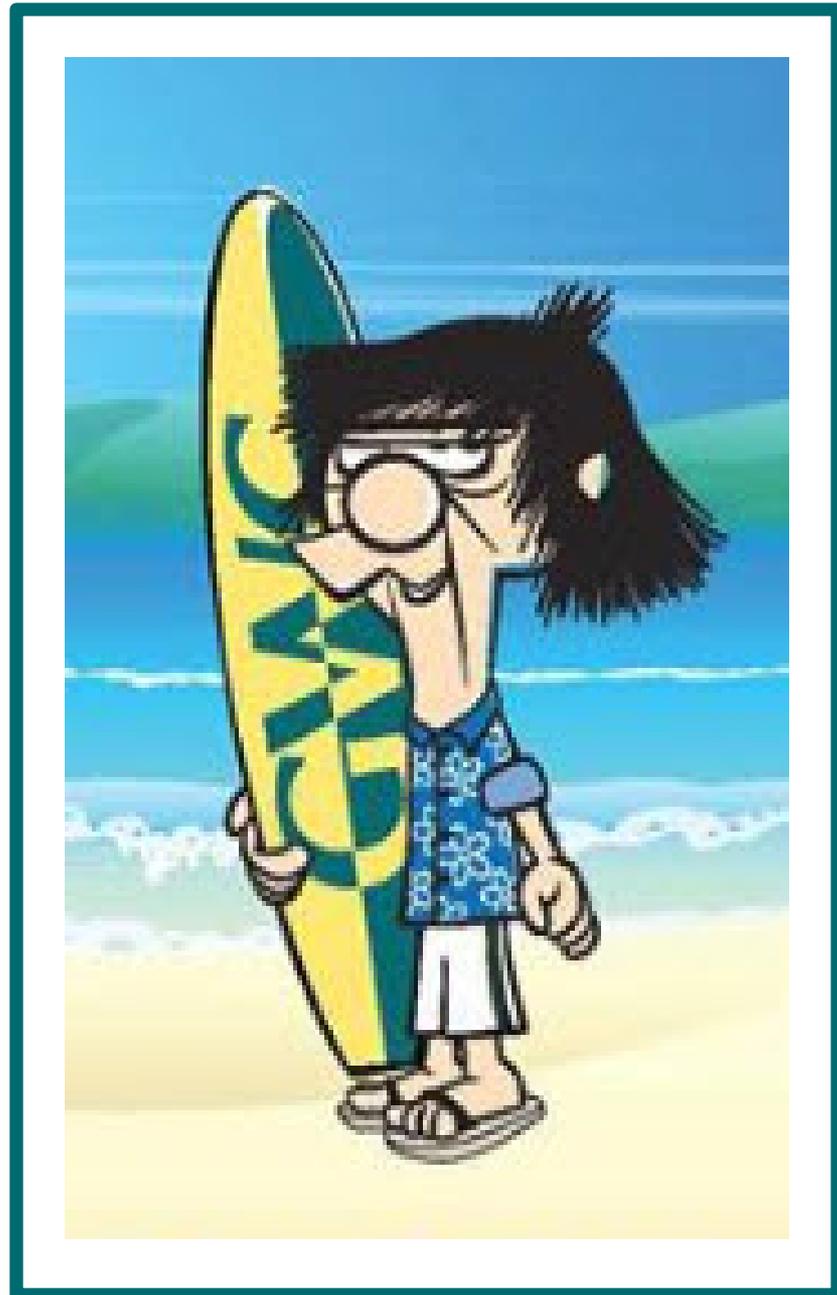
**The correct-a-mundo
answer is:**

**E. Before the Census*
date of the class.**

On the Census date is too late.

*** It should not be assumed that
the Census date is the same for
all of your classes.**

**You should check the Census
date at the top of your official
roster in your MyGWC account
for each of your classes.**



Coast CCD
GWC Interession/Spring 2017
Full Term

CRN	SUBJ	CRSE	CREDITS	COURSE TITLE					
60072	BIOL	G100	4.00	INTRODUCTION TO BIOLOGY					
INSTRUCTOR(S) - (P)rimary				TYPE	DAYS	TIME	BLDG.	ROOM	
				Schedule	MW	1245-0210pm	MATHSC	118	

CRITICAL DATES

Start Date: 30-JAN-2017
End Date: 28-MAY-2017
Last Date to add class: 12-FEB-2017
Last Date to drop with a refund: 11-FEB-2017

Last Date to drop without a "W": 12-FEB-2017
Last Date to drop with a "W": 30-APR-2017
Census Date: 13-FEB-2017
Add Auth Expiration: 12-FEB-2017

The Census date can be found here

Seats	Taken	Available	Waitlisted	As of: 21-NOV-2016 04:07:20				
64	64	0	0	Week				

This is an example of the top of an official roster. The important dates are listed towards the top in the **CRITICAL DATES** section.

The Census date is one of those **CRITICAL DATES**. Please remember to check the top of the official roster for each of your classes as the date may not be the same for all of your classes.



Helpful Tip 😊

Look up the Census dates of all your classes before the start of the semester and post reminders on your electronic calendar so you get pop ups a couple of days before the Census date to remind you to Drop your No Shows BEFORE the Census dates of your classes.



**OK, NOW FOR
THE BIG
QUESTION...**

**JES' WHAT IN TAR-
NATION 'XACTLY IS
A NO-SHOW?**

**(AND, DOES ANYONE
REMEMBER BOB?)**

A • An “on-campus” class student who has not come to class since it started.

B • An “online” class student who has never turned in an assignment, taken a quiz, taken a test, or participated in an online discussion or emailed the instructor regarding the content of the course before the Census date of the class.

C • An “online” class student who has never logged in.





Both A & B are correct.

A is correct for on-campus classes.

B is correct for online classes.

Just logging in to an online class does not constitute attendance in the class.

For an online class a student must:

- ✓ complete a homework assignment,
- ✓ take a quiz or test,
- ✓ participate in an online discussion regarding the content of the class or
- ✓ email the instructor regarding the content of the class.

(An' Bob's m'horse, o'course! Have you met Bob?)



**WALL, THEN ...
LET'S GET
'R DONE.**

**BUT, ... HOW IN
BLUE BLAZES DO
I DO THIS THING?**

Browser address bar: <https://mycoast.cccd.edu/>

Page Title: Coast Community Colleges...

Navigation: File Edit View Favorites Tools Help

Tools: Navigator Argos Web Viewer by Evisi... Chat

Banner: myOCC myGWC my

Secure Access Login

User Name:

Password:

Note: Accounts not used after one year (365 days) will be deleted.

[Forgot Password?](#)

WELCOME TO MySITES:
MyOCC MyGWC MyCCC and MyCoast

NEED AN...
To receive a...

COAST ON...
Click on the...
supplement...
CCCD Car...

NEED HELP?

ORANGE COAST COLLEGE Technical Support	COASTLINE COMMUNITY COLLEGE Technical Support
GOLDEN WEST COLLEGE Technical Support	COAST COMMUNITY COLLEGE DISTRICT Technical Support

MYSITES SCHEDULED MAINTENANCE DATES & TIMES
MySites will be unavailable during these times (Pacific):
Daily: 4:30am - 5am
Sundays: 2am - 5am

FREQUENTLY ASKED QUESTIONS

- [IE6 Browser Compatibility Issues?](#)
- [IE10 Browser Compatibility Issues?\(NEW\)](#)
- [What is my User Name and Password?](#)
- [What do I do if I forgot my password?](#)
- [MySite Password reset and login](#)
- [How did my account get locked \(temporarily susp...](#)
- [What should I do if my account is locked \(disabl...](#)
- [How do I restore my MySite account if it has been...](#)
- [Do I need to log off?](#)
- [Why is it asking for my User ID and PIN when I'm a...](#)
- [Alternate Email for Password Recovery](#)
- [What browsers are compatible with MySites?](#)
- [How to Use Waitlist](#)
- [1098-T FAQs](#)
- [How to Use TouchNet Payments](#)
- [How to Set Up Alternate Email Password Recove...](#)

100%

Log in to your
MyGWC account at:
www.mygwc.com

When you login,
you are on the
Home Tab.

To get to the
Drop Rosters,
Click on the
Faculty Tab.

The screenshot shows a web browser window with the URL <https://mycoast.cccd.edu/>. The page header features the Golden West College logo and navigation tabs for Home, Faculty, and Employee. The Faculty tab is selected. A message box titled "GWC Messages" contains the text: "Attention FACULTY members Summer 2017 Add Codes, Add Forms, Grades, Grade Due Dates, No Show Drops, Reinstatement Forms and other important semester information." A callout box points to this message with the text: "But, first . . . Please note: When you login, please pay attention to the GWC Messages box the link that says 'Attention FACULTY members . . .'"

Home Faculty Employee

Personal Announcements
There are no announcements

GWC Messages
Attention FACULTY members Summer 2017 Add Codes, Add Forms, Grades, Grade Due Dates, No Show Drops, Reinstatement Forms and other important semester information.

Quick Links

Calendar Admin Logout

Outlook Web Access
GWC E-Mail
Select the GWC E-mail link login to GWC's Outlook Web Access e-mail system.

My Calendar
July 2017

But, first . . . Please note:

When you login, please pay attention to the GWC Messages box the link that says "Attention FACULTY members . . ."

Remember, this is where you can find the info you need to Add/ Drop/ Reinstatement/Grades/ etc.

The screenshot shows a web browser window with the URL <https://mycoast.cccd.edu/t>. The page header features the Golden West College logo and navigation links for [My Account](#), [Content Layout](#), [Calendar](#), [Admin](#), and [Logout](#). A navigation bar includes [Home](#), [Faculty](#), and [Employee](#) tabs. The [Faculty](#) tab is selected. The main content area is divided into several sections: **My Canvas Courses** with a [Coastline Canvas Login](#) link; **My Courses – Canvas Login** with a [Canvas Login](#) link; **Faculty Dashboard** with a message about class assignments; **Faculty Grade Assignment** with a dropdown menu set to 'Final Grades' and a 'Go' button; and **Other Faculty Resources** with links for [Faculty Term Roster](#), [Drop Rosters](#), and [Positive Attendance Rosters](#). A **Faculty Schedule** section is also visible at the bottom left.

From the Faculty Tab, Click on the Drop Rosters link and then select the course.

 Please click the Submit Students button often. There is a 20 minute time limit on this screen.

*** To comply with federal and state regulations regarding student attendance, please mark the No Show box for each student who did not attend the class at all. No Shows need to be identified no later than the day before the census of the class. For No Shows no last date of attendance is required. The No Show designation will no longer be available to be checked once the census for the class is reached. For students who attended the class but stopped attending, please mark the Drop box, if the student has not already self-dropped, and indicate the actual last date of attendance for all students who stopped attending. The student may have stopped attending before the drop date. A students who either did not attend at all or stopped attending before the census of the class, must be dropped before census. ***

Course Information

Latin Dance Styles I - DANC A116 001
CRN: 35202
Duration: Jan 30, 2016 - May 29, 2016
Status: Active

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	20	6	14
Wait List:	30	4	26
Cross List:	20	20	0

Rec.#	Reg. Seq.	ID	Student Name	Credits	Reg. Status/Date	NoShow?	Drop?	Last Attend Date MM/DD/YYYY	Role
1	7	C0248	[REDACTED]	0.00	Instructor drop with Refund / Feb 10, 2016	<input type="checkbox"/>	<input type="checkbox"/>	01/30/2016	No
2	16	C0061	[REDACTED]	1.00	**Web Registered** / Nov 22, 2015	<input type="checkbox"/>	<input type="checkbox"/>		No
3	13	C0220	[REDACTED]	1.00	**Web Registered** / Nov 12, 2015	<input type="checkbox"/>	<input type="checkbox"/>		No
4	8	C0242	[REDACTED]	1.00	**Web Registered** / Oct 22, 2015	<input type="checkbox"/>	<input type="checkbox"/>		No

Click the No Show drop box for EVERY student who qualifies as a No Show.

You need to click that No Show Drop box even for students who have already dropped – IF they are No Shows.

Don't forget to click the Submit button at the bottom of the page!

 Please click the Submit Students button often. There is a 20 minute time limit on this screen.

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If the student ever did attend and then stopped attending/participating and you wish to drop them, you need to use the other drop column and enter their last date of attendance/participation in the class.

That is not always the status date.

Dropping students who stop attending helps to keep us in compliance with federal Financial Aid and the Veterans Administration regulations.

J-um-pin' Je-hos-e-fats . . .

The first day of class was the dern-tootin' Census day an' it won' let me drop them pesky No Shows.

Whut in the world do I do now? ? ?

For this (and any other problems or questions concerning dropping No Shows or dropping students in general), email Stephanie Esparza in the Enrollment Center. Explain the situation and give her the CRN of the course and the student names/ID numbers of those who need to be dropped as No Shows and she'll hep' you out!

sesparza@gwc.cccd.edu
714-895-8129





**SOOOO THAT WAS
EASY-PEASY . . .**

**I B'LEIVE THAT MAKES ME
AN EXPERT IN**

NO-SHOW-OLGY!

**GIT MY CAP & GOWN
REDDY . . .**

**AH'M REDDY FOR GRAD-I-
ATION!**

So, while we were trying to take a light-hearted approach to providing the information here, the subject is quite a serious issue for not only this campus, but for the entire District.

Thank you for your attention and cooperation in making sure we stay in compliance with these important regulations by dropping your No Shows **BEFORE the Census dates of your classes!**