

SPECIAL SERVICES CENTER



eSTORM Access

SWIC is an EEO/AA Employer/Educator

STUDENTS WITH DISABILITIES... Need Help Learning How to Access your eSTORM (Southwestern Total Online Records Management) Service Account? Need Help Learning How to Access SWIC's On-Line Student Orientation?

The Special Services Center can help... Learn how to access the following information:

- **Account Statement** – students can view the details of charges and credits posted to their account as it happens.
- **Make a Payment** – students can make a tuition payment or submit payment for a Rush/Fax transcript.
- **Course Schedule** – students can view and print current and past course schedules.
- **Final Grade Report** – students can view final grades online.
- **Forms** – students can apply for graduation or request a certificate, official transcript or transcript evaluation.
- **Register for Classes** – students can register for classes online.
- **Transcripts** – students can view unofficial transcripts or request an official transcript be sent to them or to another location.
- **Advisor** – this is an automated degree audit software program at SWIC. Advisor applies your completed coursework toward degree/certificate requirements. It is not an official record and does not replace the transcript. It is a tool to aid students preparing to meet with a counselor in the Counseling Center to confirm eligibility for graduation or course selection.
- **And More** – the Special Services Center staff also can help students with disabilities use WebCT and other software applications.

APPOINTMENTS ARE NEEDED... Students need to be registered with the Special Services Center for this service. For all campuses set an appointment by

Phone 618-235-2700, extension 5368
TDD: 618-234-3347

E-mail SpecialServicesCenter@swic.edu

In Person Hours Belleville Campus - Information Sciences (IS) building Room 1105
Monday through Thursday 8 a.m. to 5 p.m. and Friday 8 a.m. to 4 p.m.