

BMCC @ St. John's University Faculty Resource Sheet



Welcome to BMCC @ St. John's University Manhattan Campus!

BMCC @ SJU Coordinator

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Saturday 9 am – 2 pm
ONLY



Background & Overview

Borough of Manhattan Community College has expanded off-site campus options allowing students to take classes at St. John's University (SJU Manhattan campus).

This resource sheet is intended to assist you in navigating the SJU Manhattan campus while sharing essential information about the resources available to you as a BMCC @ SJU faculty member.

Location

St. John's University Manhattan campus
101 Astor Pl, New York, NY 10003

<https://www.stjohns.edu/about/campuses-locations/manhattan-campus/directions>

Public Transportation

To get to *St. John's University's Manhattan campus*:

- 6 train to Astor Place
- N, R train to 8th Street
- L, N, Q, R, 4, 5, 6 train to 14 Street-Union Square
- For weekend MTA service and changes please visit <http://web.mta.info/weekender.html>.

ID Cards & Access

BMCC faculty and students must have a St. John's University ID to enter the campus. Below is the link with the instructions for submitting the information. You must complete the form immediately to avoid any delays in processing and receiving your ID card by the first day of class.

<https://stj.formstack.com/forms/bmcc>

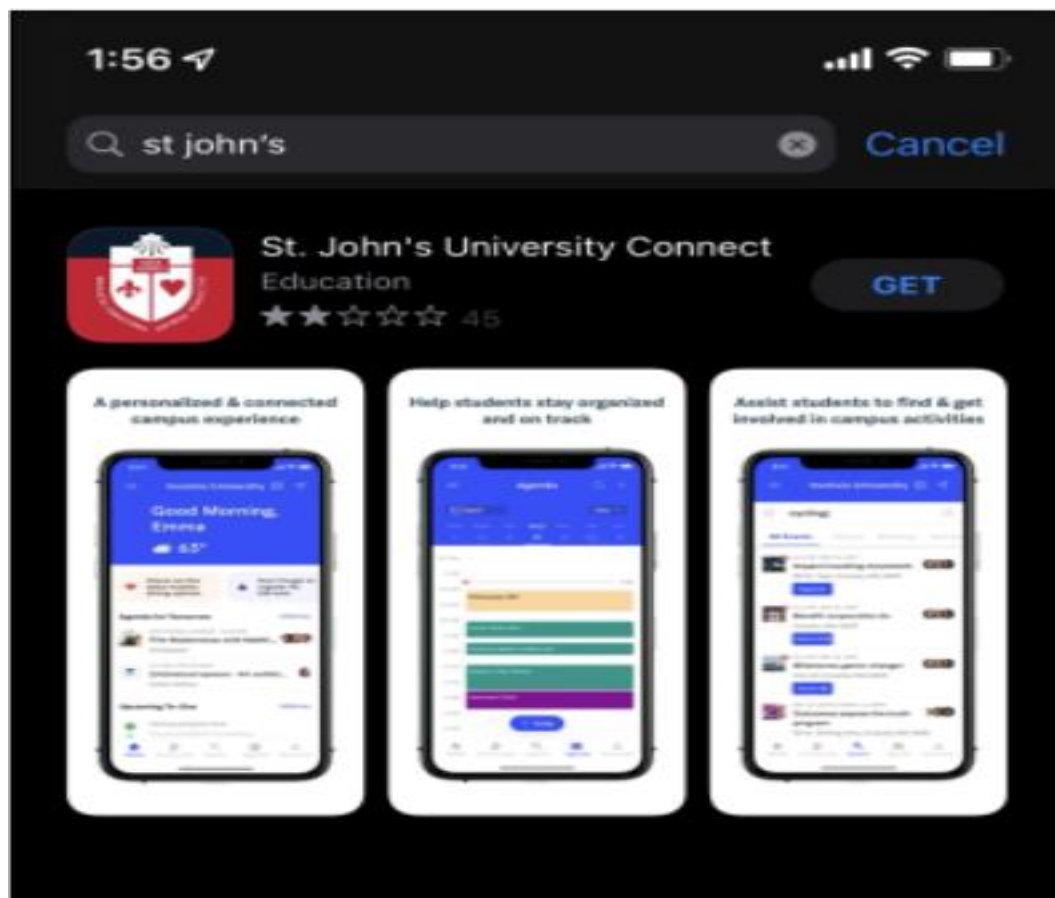
COVID Safety Policy

As guests of the building, you must show proof of vaccination, wear your mask and fill out the campus pass, which is an app you download to your phone. This pass must be filled out every time you want to enter the campus.

Below is the link from the St. John's website where it guides you to download the app from the app store or google play:

<https://www.stjohns.edu/about/news/social-st-johns-university/st-johns-mobile-apps>

Here is a screen shot of what the app will look like:



The First Day of Class

Please stop by Room 211 to share your contact information with the coordinator.

Coordinator's Office

The coordinator's office is in Room 211, a classroom. As such, we are unable to store any supplies you may need for your class. Please come prepared with any supplies you will need for your class.

Lateness and/or Absent Policy

If you will be late, absent, plan to take your class off-campus or plan to cancel your in-person class for any reason, you must inform the coordinator and your department on or before the designated start time of your class. The coordinator will inform the students and take attendance.

Scheduling a Proctor for Your Class

If you need to have a proctor for your class, you must contact your department chair since all arrangements must be made via your academic department.

Library & Study Area

The library is closed over the weekend and there is not any available study space.

Parking

Paid parking is available at Alliance Parking Services, at the corner of East 9th Street and Third Avenue.

Food

There is not any cafeteria at St. John's University's Manhattan campus. Faculty members will be able to enjoy various dining options in the neighborhood.

Printing/Duplicating Services

BMCC students and faculty will not have access to printing, scanning or photocopying.

Textbooks

You can order textbooks through the BMCC Barnes & Noble bookstore at 199 Chambers Street.

WiFi Access

WiFi service is available to BMCC faculty and students on St. John's University's Manhattan campus. For access, go to the coordinator's office the first day of classes.

St. John's University Manhattan Campus Map

