

Q1: What programs does the UBEOC offer?

A:

Academic Programs	Vocational & Health Trainings
Academic Review	CNA Recertification
College Prep	Central Sterilization Technician
English as a Second Language	Customer Service
High School Equivalency	Medical Billing & Coding Specialist
	NYS Certified Dental Assisting
	Patient Services Technician
	Registered Medical Assistant

Q2: How much does it cost to take classes at UBEOC?

A: All programs are tuition-free.

Q3: When do classes start and how long are the programs?

A: Class start dates and times vary. EOC offers limited evening and Saturday classes. Speak with an Advisor for details or visit the EOC website at www.buffalo.edu/eoc.

Q4: What credential do I receive when I complete an EOC program?

A: All of EOC's vocational programs offer students the opportunity to obtain a state or national credential/certification.

Q5: How do I know if I qualify for UBEOC programs?

A: Program requirements for each program vary. Generally, students must meet the minimum TABE test requirements and for vocational training must also meet the typing test requirement. All students will meet with their Academic Counselor to discuss eligibility and program options.

Q6: When is registration?

A: Registration is quarterly (every 7-8 weeks). All students are expected to meet with their Counselor quarterly to make sure they are on track for graduation and to register.

Q7: Can I take more than one vocational program?

A: Students are expected to pursue employment or enter college upon completion of a program. Exceptions can be made on a case by case basis. Students should speak with their Counselor about their options.

Q8: How do I find out who my Counselor is?

A: Students are divided amongst counseling by last name or by vocational program. If you are unsure who your counselor is, please visit the Counseling and Advisement Unit located on the 3rd floor (Room 305). To sign-in for a Counselor, use the iPad in the hallway and a staff member will be out to greet you shortly.

Q9: How do I get a locker?

A: Please see your counselor who can reserve a locker. The student is responsible to bring in their own lock and to remove their belongings by the end of the academic year.

Q10: How long will it take me to get my high school equivalency diploma?

A: EOC is able to serve students at all academic levels therefore some students pass the TASC exam within a few weeks and others may take a few months. Students are encouraged to put 100% effort into class time and homework to increase the likelihood of passing the exam. Every student is different!

Q11: Who do I speak with to take the TASC exam?

A: Students should speak with the Testing Center Coordinator at 716.645.1990 or crystalw@buffalo.edu.

Q12: Can I enter a vocational program at EOC once I pass the TASC exam?

A: Students are encouraged to apply for EOC's vocational training programs upon completion of the HSE program. If EOC is not a good fit, students can work with Advisors from EOC's College Connections or Career Services Offices for assistance.

Q13: Where can I get my schedule printed?

A: Students can visit the Admissions Office or the Counseling Unit to have their schedule printed. Receptionists in both units can assist you.

Q14: Where can I get my student ID card or official student transcript?

A: The Admissions Office can assist you.

Q15: How do I know if classes are cancelled because of weather?

A: Announcements regarding a change in scheduled operations will be made on local broadcast media such as WKBW, WIVB, WGRZ, as well as WBFO 88.7 FM. You can also call 716.645.9555 for an automated message.

Q16: Can the UBEOC help me find a job?

A: The Career Services department plays a major role in the successful employment of our students. The Career Services staff assists students with connecting academic studies with their job search and career paths. The following services are available:

- Career counseling and exploration
- Career planning
- Resume and cover letter critiques
- Resume referral
- Practice interviews

- Job-search techniques
- Job leads
- Job readiness workshops and class presentations
- The National Work Readiness Credential Certification (See below)

In addition to individual career counseling, Career Services provides opportunities for students and alumni to interact with area employers through career fairs and employer presentations.

The Career Services Office collaborates with the New York State Department of Labor and our local One-Stop; The Buffalo Employment & Training Center, Employers and Alumni for job leads and support.

National Work Readiness Credential Exam Preparation

The UBEOC offers students the opportunity to obtain a National Work Readiness Credential that complements their EOC Program Certificate. Earning this credential provides added certification of entry-level job and soft skill mastery. The credential is earned through participation in a workshop or vocational program and professional development classes that prepare participants to sit for the (on-line) National Work Readiness Credential Exam.

Q17: Can the UBEOC help me get into college?

A: Yes! The College Connections staff can answer general questions you have about how to apply for college, when to apply, how to choose a major and how to apply for financial aid to help you pay for your education. If you have attended college before and have a defaulted loan, staff can help you investigate how you might become eligible to reapply for financial aid. This service is available for students and the WNY community.

Q18: Where can I park?

A: A free shuttle bus from the University at Buffalo South Campus (University Station) and the UBEOC building on Ellicott Street is available with several stops in between. The shuttle is for students only. Follow the link below for more information on the “South to Downtown Campus Shuttle” at the UB Parking & Transportation website:

<http://www.buffalo.edu/parking/getting-around-UB/bus/bus-schedules.html>

Off-street parking is available to students and visitors located in the rear of the UBEOC building on Oak Street. However, parking spaces are available on a first-come, first-serve basis; students are not guaranteed a parking space. Check with the parking attendant for the cost of parking. On-street metered parking is also available on Ellicott Street and Oak Street.

Students and visitors are prohibited from parking in the lot attached to the UBEOC.