



Coastal Bend COLLEGE

Cougar Den – Student Point of View

Students at Coastal Bend College have access to a student information account system called Cougar Den. Through this portal, students have access to grades, course schedules (availability), unofficial transcripts, and student accounts with billing information. Students may also change their address and make installment payment arrangements through NELNET by signing into Cougar Den. Cougar Den is available on the college website at www.coastalbend.edu.

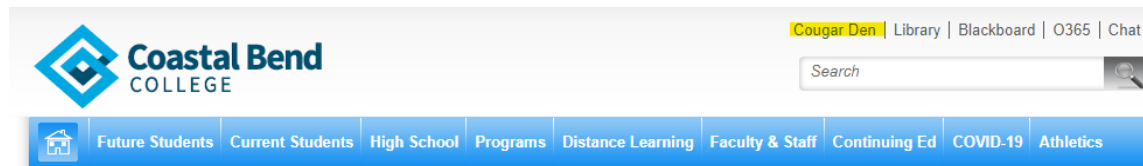
Students may contact the student help desk for assistance with Cougar Den. Contact information for the student help desk is as follows:

E-mail Support: helpdesk@coastalbend.edu

Telephone Support: 866-722-2838 ext. 2506 (Toll Free) OR 361-354-2506 (Direct line)

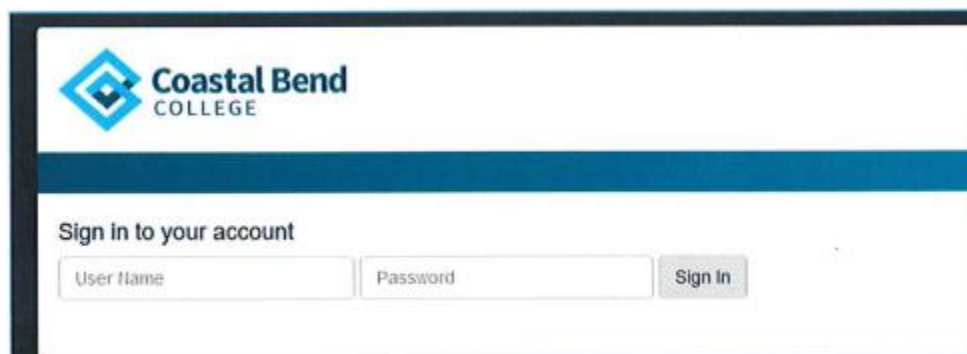
Getting Started:

- Go to coastalbend.edu. Once there, look for Cougar Den on the top right hand corner.



- Log in with your credentials

- Username is within your CBC email: username@study.coastalbend.edu
- Password is your 7 digit CBC ID
- If you do not know your credentials, please see your counselor





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- Once logged in, on the left-hand side you will find the student Admin forms (please see pictures below for reference).
 - Click on the “MENU”, click on “Admissions and Registrar”, and then click on “Forms”
 - From here you will be able to access the online Admissions Forms such as:
 - FERPA Release
 - Graduation Applications
 - Biographic Data Form
 - Transcript Request Forms



Student Form Links

- [Add/Drop Form](#)
- [Bacterial Meningitis Vaccination Record Form](#)
- [Biographic Data Form](#)
- [Change of Major Form](#)
- [Enrollment Verification Form](#)
- [FERPA Release Form](#)
- [Graduation Application Form](#)
- [Transcript Evaluation Form](#)
- [Transcript Request Form](#)



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- On the right-hand side, you will find the following
 - To access your student email, click on the Office 365 link under “Unread Messages”
 - You will need to know your full student email (please see your counselor)
 - Password is still your CBC ID
 - To access your course content, click on the Blackboard link under “My Classes”
 - Do not base your registration off of Blackboard. Some courses may not show up right away.
 - My Blackboard is where you access your specific course content (syllabi, professor contact information, text books and supplies needed)
 - For unofficial transcripts, billing and payments, course schedules, course availabilities, grades, etc. click on “Student Self-Service” under Campus Applications.

Please see next page for a Student Self-Service walk through.

The screenshot shows a navigation menu with the following sections:

- Start Here**: Contains a list of items with titles and three-dot menu icons.
 - Video Tutorial - How to Register for Classes
 - Instructional Guide - How To Register for Classes
- Campus Applications**: Contains a link for [Student Self-Service](#).
- Unread Messages**: Shows a notification for 378 unread messages and a link for [Office 365](#).
- My Classes**: Contains a link for [Click here to access My Blackboard](#).








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Student Self-Service Window:

- Through the Self-Service window, you will be able to access the following:
 - Billing statements and payments
 - Your course schedule
 - Your grades
 - Course availabilities for the next semester: “Course Catalog”

Hello, Welcome to Colleague Self-Service!

Choose a category to get started.

 Student Finance Here you can view your latest statement and make a payment online.	 Financial Aid Here you can access financial aid data, forms, etc.
 Student Planning Here you can search for courses, plan your terms, and schedule & register your course sections.	 Course Catalog Here you can view and search the course catalog.
 Grades Here you can view your grades by term.	

- **Student Finance:** In this window, students can view their college tuition and payments made for semesters past and present.

[Financial Information](#) · [Student Finance](#) · [Account Summary](#)

Account Summary

View a summary of your account

Account Overview

Amount Overdue	\$0.00	
Total Amount Due	\$0.00	Make a Payment
Total Account Balance	\$0.00	Account Activity



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- **Student Planning:** In this window, students can view their course schedule by term. Please note that all online courses will be located towards the bottom.

1 **View Your Progress**
Start by going to My Progress to see your academic progress in your degree and search for courses.
[Go to My Progress](#)

2 **Plan your Degree & Register for Classes**
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.
[Go to Plan & Schedule](#)

Programs	Cumulative GPA	Progress
General Studies Associate of Science	(2.000 required)	<input type="text"/>

Fall 2021 Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am							
10am							
11am							

- **View Your Progress:** If you click on the “Go to My Progress” link, you will be able to see what courses are left on your degree plan. You can also look at other degree pathways and how your courses will fit into those.

My Progress Search for courses...

<
>

General Studies Associate of Science
(1 of 1 programs)

View a New Program
Load Sample Course Plan

At a Glance Print

Cumulative GPA:	(2.000 required)
Institution GPA:	(2.000 required)
Degree:	Associate of Science
Majors:	General Studies
Departments:	General Studies
Catalog:	2017
Anticipated Completion Date:	

1 Program Completion must be verified by the Registrar.

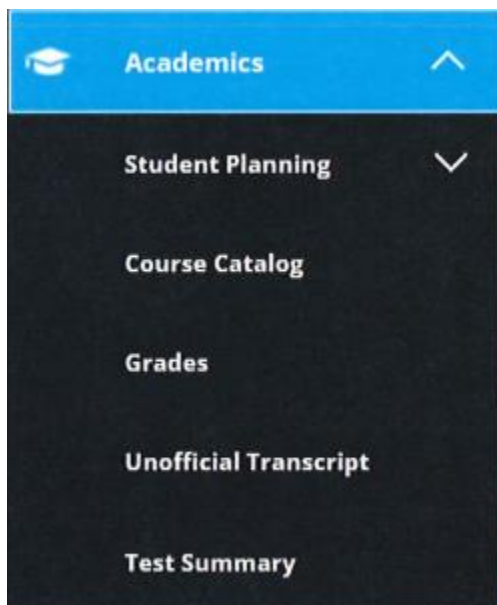
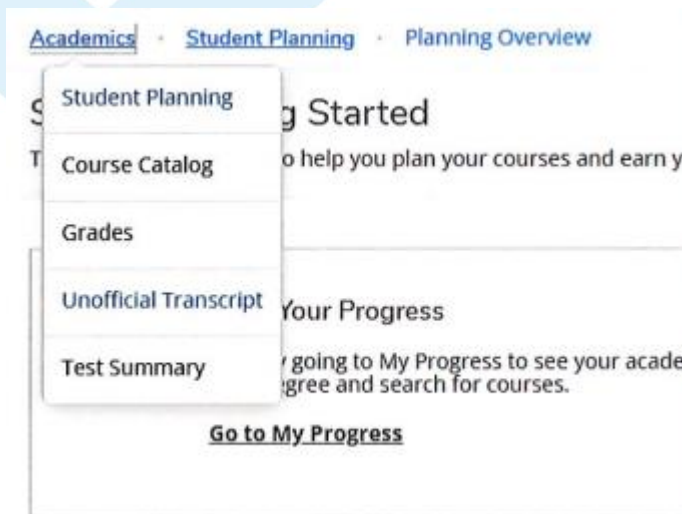
Progress	<input type="text"/>
Total Credits	3 of 60
Total Credits from this School	3 of 15

Requirements Expand All



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- **Locating your unofficial transcript:** You can either click on the “Academics” tab on the top of the Student Planning screen, or you can click on the “Academics” tab on the left hand side of the Self-Service window.
 - The unofficial transcript will show all the courses you have attempted, completed, as well as the courses you are currently enrolled in.



If you have any questions, or need additional assistance, please contact us at

dualcredit@coastalbend.edu

coastalbend.edu

