

**BEVILL STATE COMMUNITY COLLEGE**  
**ONLINE PERSONNEL HANDBOOK**

This certifies that I have received and read the attached instructions regarding access to the BEVILL STATE COMMUNITY COLLEGE ONLINE PERSONNEL HANDBOOK containing Policies, Procedures, and Appendices applicable to the College, and to the Alabama State Board of Education policies found at [www.accs.cc](http://www.accs.cc).

I further acknowledge that I understand that as an employee of Bevill State Community College, it is my responsibility to familiarize myself with these policies, procedures, and appendices and use them accordingly in the performance of my duties.

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Name (please print)

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Signature

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Date

<b>KEEP PAGE 2 OF THIS DOCUMENT - REMOVE PAGE 1 AND RETURN TO THE BSCC OFFICE OF PERSONNEL</b>
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**DIRECTIONS TO ACCESS THE ONLINE BEVILL STATE COMMUNITY COLLEGE PERSONNEL HANDBOOK:**

[www.bscc.edu](http://www.bscc.edu)

Click on “Employees” at the top of the page.

Click on “Personnel Handbook” on the right hand side of the page.

**From the Personnel Handbook page, the employee may access the following links:**

- A. History, Mission, Goals, and Organization
- B. College Committees
- C. Compliance with Federal Law
- D. Personnel Policies and Procedures
- E. Fringe Benefits
- F. General Information

By Clicking on “Handbook Appendices”, employees may access various College forms and additional College policies.

**Other links found on the Personnel Handbook page:**

- Employee Directory
- Employment Opportunities
- Employee ADA Accommodations
- Office of Grants, Planning, Research, and Institutional Effectiveness
- Webmail Exchange 2010
- My BSCC
- Blackboard
- Bear Alert
- Forms, Publications, Applications
- Consumer Student Information
- Wi-Fi on Campus