Suffolk County Community College
BEACON PROGRAM FAQ
FALL 2026

FREQUENTLY ASKED QUESTIONS

Beacon portal: beacon.sunysuffolk.edu

Beacon office email: beaconprogram@sunysuffolk.edu

What is the Beacon Program?

Suffolk County Community College's (SCCC) Beacon Program is an opportunity for high school juniors and seniors who attend our partnering high schools, to take Suffolk's credentialed college courses that are offered at their high school through the Beacon Program, on their high school campus during their regular school hours, while simultaneously working toward high school graduation. Participating students are expected to be able to handle college level responsibility including following directions and adhering to deadlines. Beacon Registration this Fall is Sept 14 thru October 13.

Fall registration begins in September for half year Fall and Full year courses.

Spring registration begins in February for half year courses beginning in the Spring semester.

Beacon 2026-27 tuition = $70 per college credit

How do I create an account?

- Login at beacon.sunysuffolk.edu. (select "High School student," then select, "Start New Beacon Account").
- Enter student name and information CAREFULLY and proofread before you save or enter. Utilize a Non-school district issued email address.
- An SCCC student ID # (8 digits) will be automatically assigned by the college within 24-48 hours of creating your account**.**

  Payment can be made once your Suffolk ID# is issued and visible in the Beacon portal.

Username (user.email)

- Choose a personal email address NOT a high school provided email address. After you graduate high school, you may no longer have access to a high school provided email address.

Password (keep in a safe place)

- Passwords must be 8 characters long **(they are case-sensitive)**
- Must be unique
- Must be distinctly different from your username
- Include at least one uppercase letter, one lowercase letter and one number

If you have already created a Beacon account **DO NOT create a 2nd account!*

- If you cannot remember your username/user.email:
  - Contact IT Help Desk at (631)451-4357 OR IT-Help@sunysuffolk.edu
- If you cannot remember your password:
  - Select "Forgot Password"
  - Date of birth must be entered as MM/DD/YYYY.
  - Students are encouraged to enter their Social Security # for tax purposes and to prevent duplicate accounts. Can be left blank if student has no SS #.

*If a student does not answer the question regarding race, in the enrollment section, they will receive an error message. Students may select more than one box for race, if applicable.

DROP/WITHDRAWALS

Contact your high school teacher immediately to drop or withdraw from a Beacon course

- If your high school class schedule changed or you have decided not to take a course for college credit, please contact your teacher immediately.
- Drops/Withdrawals must be submitted by your teacher in the Beacon portal:

VERY IMPORTANT! Strict deadlines to comply with college policy:
Drop course requests can only be processed if received during the registration period (presently September thru October 13). The HS Beacon instructor must submit a drop course request on behalf of the student through the Beacon online portal (beacon.sunysuffolk.edu). After the registration period ends, a student may request to Withdraw from a Beacon course, with the HS instructor submitting a withdrawal request on behalf of the student through the Beacon online portal. Withdrawal requests must be received between the end of the registration period and the withdrawal deadline, which is the end of two-thirds of the session. Withdrawals will not be processed if submitted after the deadline (see dates below), and the student will then need to be assigned an appropriate Beacon Program letter grade, by their teacher.

Fall Semester, ½ Year Fall courses Only: withdrawal deadline is December 11.

Full Year courses Only: withdrawal deadline is March 20.

Please note: Courses cannot be added or dropped from a prior academic year.

Beacon tuition is non-refundable

Teachers, please check rosters frequently, during Beacon registration

Please be certain to check your Beacon rosters a few times per week, during Beacon registration, thru October 13, to ensure that students are enrolling in the correct courses. It is crucial to make sure that students are earning credit for the correct college course and that any drop requests are submitted by you, in the Beacon portal (beacon.sunysuffolk.edu), before the deadline of October 13, for drops. Only Beacon teachers can submit drop/withdrawal requests in the Beacon portal. Any drop requests submitted after October 13, (prior to the withdrawal deadline, indicated above), must be processed as withdrawals.

PLEASE CONTACT YOUR BEACON TEACHER if any errors were made during account set up (wrong DOB, email address, parent registered self instead of student…), for your teacher to contact the Beacon office at: beaconprogram@sunysuffolk.edu. Students can only view and correct errors to parent email/phone# in "My Profile" during the registration period.

DO NOT create a new account if you cannot remember your username (contact our IT Help Desk) or forgot password (Select "Forgot Password").

For technical issues or corrections to your Beacon profile:
Contact our IT Help desk at
631-451-4357
Or
IT-Help@sunysuffolk.edu

IMPORTANT: Re-check the Beacon portal during registration, to be sure the correct courses you applied for are listed in your online Beacon account.

How do I know which courses my child registered for?

- Login to the Beacon portal (using student's login info) at: beacon.sunysuffolk.edu and select the "My Classes and Grades" tile on the Home screen OR Select the "Tuition Payment" tile. Courses will be visible.
- If you chose the wrong course or teacher, you may select to remove it before payment is made and the status says "Applied". Use the dropdown box in "Tuition Payment" next to the course. Select "Remove".

If the courses you applied to during registration do NOT appear in your Beacon account, notify your child's teacher immediately. Your high school teacher will need to contact the Beacon office, at: beaconprogram@sunysuffolk.edu

- If you miss registration, the college does not permit courses to be added from prior semesters and previous calendar years**.**

Course status key

Applied = Course has been applied to but not paid for.
Paid = Course has been paid for and will be uploaded to "Registered" within 7-14 days.
Registered = Course application has been processed, and college credit will be issued upon completion of the course.

How do I pay?

- Your Suffolk ID# (8 digits) must appear in the Beacon portal before online payment can be made.
- Beacon courses are $70 per credit (a 3-credit course = $210).

- Incorrect course or teacher selections can be removed before payment is made (status = Applied) by using the dropdown box in "Tuition Payment" next to the course and selecting "Remove".

Payment for Beacon Program college credits can be made online or by regular mail.

- ONLINE (Recommended - with a credit/debit card). There are no additional fees for online Beacon Program payments.
- Login to Beacon at beacon.sunysuffolk.edu
- Select "Tuition Payment"
- Select "Pay Now" and follow instructions.

BY MAIL (IF UNABLE TO PAY ONLINE) mail check payable to: *Suffolk County Community College*. Mail to:

Suffolk County Community College
533 College Road
NFL 127C
Selden, NY 11784
Attn: Lisa Calla (Beacon)

- Payment is required for students to be officially registered and to be able to earn college credit from SCCC.
- Tuition bills will not be mailed by the college.
- Email reminders will be sent if payment is not made.

Beacon tuition is non-refundable.

Where can I find Course Grades?

- In the Beacon portal. Always check for grades here first. Contact your high school teacher or Guidance department if you paid for a course and did not receive a grade.
  - Login at beacon.sunysuffolk.edu
  - Select "My Classes and Grades" tile
- In **MySCCC* on Suffolk's website; www.sunysuffolk.edu.
- Students must use their Suffolk ID # or Social Security # to access grades through the *MySCCC* student portal.

Directions to access Suffolk's Beacon Program course grades through the *MySCCC* student portal**:**

- Go to**:** www.sunysuffolk.edu.
- Select: **Login**
- Under the MySCCC log-in box, is a link ***New Student Account Creation***. Follow the instructions on the next screen.

Beacon course grades must appear on your Unofficial Transcript in MySCCC to appear on your "Official Transcript".

How do I order a transcript?

IMPORTANT: Check your MySCCC account for grades before ordering. Grades will be visible in the Beacon portal before they appear on transcripts.

- Always select request to Hold the transcript until the grades for the college Beacon courses for high school students are officially processed & uploaded (in mid-July), when ordering your transcript.
- To request an Official Suffolk County Community College Transcript:
  (to transfer Beacon credits to a college or university)
  - Go to www.sunysuffolk.edu.
  - Select **QUICK LINKS** (very top).
  - Select **Request Transcript** and follow the directions on the *parchment* logo. Use your Beacon/Suffolk ID #

To obtain an **Unofficial Transcript** (to view courses and grades to share with the attending college/university for advising purposes only):

Go to: www.sunysuffolk.edu.

- Select: Login (Next to Quick Links) and create a MySCCC account.
- Select: Suffolk Student Dashboard tile
- Under Student Information, Select Student Profile.
- Select: Academic Transcript (left side of screen in vertical black bar)
- Select: Transcript Level (Undergraduate) and Transcript Type (Unofficial)
- Submit

The college does not permit courses to be added from prior semesters and previous calendar years.

The Beacon office cannot order student transcripts or waive transcript fees

For further assistance with transcripts contact:

Central Records Office (631) 451-4011
Central_records@sunysuffolk.edu

Whom should I contact?

- Contact your high school Beacon teacher for all course changes or to have a Drop Request submitted in the Beacon portal
- Contact the IT Help Desk for login, password, user email corrections and technical issues.

IT-Help@sunysuffolk.edu or call 631-451-4357

- For additional questions contact the Beacon office at: beaconprogram@sunysuffolk.edu

Lisa Calla	M/F 9am - 5pm
Mary Bartol	M/F 8:30am-4:30pm
Alison Kudla	T/W 9am-3pm
Kathy Capo	T/Th 8:30am-2:30pm