

Student Services Directory

Campus Departments

Admissions and Records: Register for late starting classes; add and drop classes; file for incomplete grades; file for credit/no-credit grade option (not applicable to honors courses); petition for readmission; process change of address and phone number.

BUILDING A - ROOM A-112
PHONE: (619) 388-3475
FAX: (619) 388-3135

Associated Students: Contact A.S. (Associated Students) through the office of Student Affairs for information about existing campus clubs including Alpha Gamma Sigma, a state-wide community college Honors Society, Phi Theta Kappa, an international community college honors society, and the City College Honors Student Council. Also contact for information about how to create a new club or for information about how to participate in student government.

BUILDING D - ROOM D-105
PHONE: (619) 388-3412
FAX: (619) 388-3226

Assessment Center: Assessment testing for placement in English, Reading and Mathematics. For an appointment call or come by the Counseling office

BUILDING D - ROOM D-104
PHONE: (619) 388-3671

Bookstore: Purchase books, supplies, study aids, greeting cards, snacks and SDCC promotional materials. City College catalogs, an invaluable student resource for course descriptions and prerequisites, are available for \$2.00. Students with Pell Grants or Honors Book Awards purchase items here and maintain a running balance of their purchases from this bookstore account.

BUILDING A - ROOM A-12
(located on the northern end of Schwartz Square)
PHONE: (619) 388-3548
FAX: (619) 388-3972

CalWORKs Training, Education and Services

Program: Training and support are available to eligible CalWORKs participants including assistance with transportation, childcare, specialized training programs and work experience. For additional information contact the CalWORKs office.

BUILDING L - ROOM L-129
PHONE: (619) 388-3151

Career Planning/Transfer Center - Job

Referral: Inquiring students receive information and assistance in researching and choosing a transfer institution as well as assistance in obtaining a job through our SDCC referral system.

BUILDING A - ROOM A-111
PHONE: (619) 388-3722

Cashier: Students can request official copies of their college transcript for a \$5.00 fee; process all payments for registered courses; receive refunds for units dropped within the applicable drop deadline.

BUILDING A - ROOM A-114
PHONE: (619) 388-3459

Child Development Center: The Child Development Center offers educational programs for children two to five years old. Enrollment is limited to children of parents currently attending classes. Fees are determined by sliding scale and all parents are required to participate at the center and enroll in required classes. Call the Center for more information.

LOCATION:
CORNER OF 16TH AND B STREET
PHONE: (619) 388-3205

Counseling Office: Counselors are available to provide assistance in creating an Education Plan for transfer to a four-year institution and to assist students in determining their educational goals. A designated Honors Counselor is available to assist honors students.

BUILDING A - ROOM A-110
PHONE: (619) 388-3540
FAX: (619) 388-3135

Disabled Student Programs and Services

(DSPS): DSPS assists with registration, personal and academic counseling, note-takers, interpreters, tape recorders and special classes. Contact the DSPS office for more information.

BUILDING A - ROOM A-115
FAX: (619) 388-3801
PHONE: (619) 388-3513
TTY (619) 232-1313

Extended Opportunity Programs and Services

(EOPS): EOPS assists disadvantaged and under represented students to become aware of academic and personal needs, and achieve academic success. EOPS book grants, student success workshops and counseling are available to eligible students.

Contact the EOPS office for more information.

BUILDING A - ROOM A-113
PHONE: (619) 388-3209
COUNSELING DESK: (619) 388-3620

Financial Aid: Information and services related to financial aid, student loans and scholarships. All Cal-Grant and other student loan information and application forms are available here.

BUILDING A - ROOM A-113
FAX: (619) 388-3241
PHONE: (619) 388-3501

Health Services: First Aid, health counseling, and a variety of health-related information are available from registered nurses. Immunizations, PPDs and physical exams by an M.D. are available for a reasonable fee at predetermined days and times. For information and appointments contact Health Services.

BUILDING A - ROOM A-116
PHONE: (619) 388-3450

Honors Program: Information about the honors program, application procedures, honors contracts, transfer benefits, upcoming events, and future honors offerings.

BUILDING A- ROOM A-1N
PHONE: (619) 388-3512
FAX: (619) 388-3931
E-MAIL: honors@sdccd.net

Library: Fully automated library with an extensive collection of books, periodicals, and pamphlets. Also equipped with computers that offer students access to Internet databases. Additionally, students may have the ability to reserve and request books located in either the Mesa College or Miramar College collections.

BUILDING L – (or new building)
PHONE: (619) 388-3421

Math Center: Provides supplemental materials and tutorial assistance in mathematics including video lectures, computer tutorials, on-line testing workshops on math and study skills topics and individual tutoring from math faculty and peer tutors. Students may also enroll in specially designed self-paced math classes. Call the Math Center for more information.

BUILDING T - Room T-208
PHONE: (619) 388-3583

MESA Center: Mathematics Engineering Science Achievement

The City College MESA Program supports economically disadvantaged students to excel in math-based majors and successfully transfer to four-year institutions. A community of student learners is the main strength of the MESA Program. The program fosters student success through key services in counseling, academic support, university bridging and industry exposure.

BUILDING T - Room T-311E
PHONE: (619) 388-3156

College Police: The College Police Department is responsible for rendering assistance to all persons, along with enforcing the laws on or around campus. It is also responsible for administering the campus parking program, lost and found, crime and loss reports, and other related services. The campus is patrolled 24 hours a day. If you need an escort to walk you to your vehicle they are available during regular hours of operation. Contact the Campus Police Department for more information.

BUILDING T - Room T-211
PHONE: EMERGENCY DISPATCH (619) 388-6405
Police Business office: (619) 388-3461
Lost and Found: (619) 388-3461
Parking Information: (619) 388-6415

Student Affairs: Office headed by Dean Mario Chacon that oversees all student organizations and activities. Conflict resolution counseling is offered for students with campus-related problems and conflicts, as well as course payment deferments and short-term student loans. For more information contact the Student Affairs office.

BUILDING D - Room D-106
PHONE: (619) 388-3498

TRIO / ASPIRE: A student support service program funded by the U.S. Department of Education to help increase the number of disadvantaged students who successfully complete a program of study at the post-secondary level of education.

BUILDING L - ROOM L-128
PHONE: (619) 388-3407

Veterans Affairs Office: Counselors and technicians are available to provide assistance with educational planning, transfer and veteran's benefits.

BUILDING A - ROOM A-109
PHONE: (619) 388-3504