

Student Support Services

Alternative Publication Formats

This publication is available in alternate formats (large print, Braille, MP3, or e-text). Please call (916) 558-2087 (voice) or (916) 558-2693 (TDD).

Assessment

Since reading, writing, and mathematics skills are essential for learning and understanding all subjects, it is helpful for students to know their level of performance in these areas. Assessment in these subjects will show educational strengths and needs and can provide useful information for planning a course of study at Sacramento City College. Assessment is not conducted to keep a student out of college or specific classes.

Note: Students with transcripts documenting English, reading, ESL or math classes completed at colleges outside Los Rios should do the following:

For English and ESL courses evaluation, please contact the Language and Literature Department at (916) 558-2325. Please bring your unofficial transcript(s) for English or ESL courses to Rodda Hall South 226 (RHS 226).

For math courses,

- review the “Approved Math External Credit” list on the Admission and Records website <http://www.scc.losrios.edu/admissionsrecords/prerequisite-information/>
- If the course is not on the Approved Math External Credit list, bring a course description from the college catalog, a transcript with proof of passing the course, AP scores if taken to the Admission and Records Office in the Student Services Building. You will have to complete a Math Prerequisite Equivalency form at the Admission and Records.
- If you have any questions regarding this process, please call the Admission and Records Office at (916) 558-2351.

Students’ assessment results, along with their high school records, educational and employment experiences, current work schedules, and motivational levels, are used to help plan classes. Sacramento City College counselors can provide interpretations of test results and work with students to prepare Student Educational Plans. The Assessment Center can provide information about the types of assessment available and its testing schedule.

Students can access their English, reading, and math placement results by checking the “Steps to Success” tab of their eServices account. All placement results are valid for a period of two (2) years and may be used at any college in the Los Rios Community College District. Please check with the Assessment Center for retest policies.

Call (916) 558-2541 for questions about assessment, drop by the Student Services Building, or log on to <http://www.scc.losrios.edu/assessment> for more information.

Cafeteria - Snack Bar - City Café

A wide range of food services is available to student and staff members through City Café. There are also a number of nutrition (vending) centers on campus. City Café also offers a full complement of Java City coffees and beverages. It also provides full service catering with healthy food offerings for any occasion.

CalWORKs Program

CalWORKs (California Work Opportunities and Responsibility to Kids) is a state-funded Welfare-to-Work Program designed to help individuals on public assistance become self-sufficient. Sacramento City College’s CalWORKs Program, an interagency program, works closely with the county Department of Human Assistance bureaus and with other community agencies and organizations as well as on-campus programs

to provide comprehensive services that promote self-sufficiency and lifelong learning. The SCC CalWORKs Program includes education, training, and support services, as well as employment opportunities related to the individual goal of each participant. Anyone receiving TANF (Temporary Assistance for Needy Families) may be eligible for services.

For further information and for CalWORKs outreach presentations, please call (916) 558-2331 or visit www.scc.losrios.edu/calworks/.

Career Center

The Career Center is available to assist and support students through the Career Development Process. This process includes job search, gaining experience in the world of work, decision making/goal setting, occupational research, and self-exploration. Students can explore new careers and get help matching their majors to careers. Further, there is assistance with student jobs on campus, Federal Work Study positions, and job listings for off-campus employment. Students can receive assistance with résumés, cover letters, interview skills, and job search strategies individually or through workshops. Recruiters are on campus throughout the year to give job/career information. Job announcements and descriptions are posted on a job board on the first floor of Rodda Hall North, outside the Counseling Center, and are available for viewing in the Career Center. Job listings can also be accessed through the Los Rios Internship and Career Services (LINCS) to HIRE EDUCATION website service, at www.myinterfase.com/scc_losrios/student. This website allows employers to post their jobs and review student résumés. Students and alumni can register for free and search the job database for the position that meets their needs. Additional career resources include online connection to career tools, books, journals, newspapers, and career self-assessments. All services and resources are available to students and the public. The Career Center also hosts an annual Career Day each spring, where students can explore career opportunities and internships, as well as network with potential employers. Please contact the Career Center if you need accommodations for a disability to utilize our services. For additional information, please contact the center at (916) 558-2565. The Career Center is located inside the Counseling Center in Rodda Hall North 147.

Child Development Center

The college provides care and education services for children of preschool age in the Berneice Clayton Child Development Center. The program serves mostly low-income student families with funding provided by the State Department of Education. There are also a limited number of spaces available to staff and faculty families.

The center also serves as a child development teaching laboratory for students majoring in academic and vocational programs related to children. College students do observations and participate as teaching assistants in the classrooms.

The mission of the Child Development Center is to provide a high quality relationship based learning environment that respects the diversity and development of all children, families, and students.

For additional information, call (916) 558-2542.

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College to Career

The College to Career program provides students with disabilities with specific support and individualized coaching for academic success and job placement. To qualify for College to Career services, a student must be a current consumer of the California Department of Rehabilitation and Regional Center, and have an intellectual disability, autism spectrum disorder, cerebral palsy or epilepsy. Services include education coaches, education plans leading to a certificate or degree and job/career goal, work experience and internships specific to the job/career goal and competitive job placement.

To get more information about College to Career, or to schedule an appointment, call us at (916) 558-2107 or check our website at: <http://www.scc.losrios.edu/college2career/>.

College Store

The College Store, conveniently located on campus on the east side of the Lusk Aeronautical building, carries a complete stock of all textbooks used in the courses at the college, as well as paper and supplies of all kinds. The Board of Trustees of the Los Rios Community College District exercises supervisory control over the College Store and provides for an annual audit. The College Store is not subsidized by the Los Rios Community College District and pays its own salaries and expenses with funds generated through sales. The College Store also provides funding for many student activities and other college programs. Visit our website for hours of operation and other services: www.scc.losrios.edu/bookstore.

Computer Labs for Online Services

Computers for student use are available in the Registration/Financial Aid Lab, Business Building 153. A staff member is available onsite to assist students with online orientations, applications for admission, financial aid applications, updating supplemental information, obtaining assessment scores, viewing academic histories and/or schedule, as well as enrolling into classes.

Counseling and Student Success

The Sacramento City College Counseling and Student Success Department offers comprehensive professional counseling services for community college students. Academic counseling is available to assist students in clarifying their educational goals. Students and counselors work together to create an educational plan for obtaining a certificate, associate degree, and/or transfer. Career counseling can help students to explore their personal values, aptitudes and interests, and to identify a major that leads to a fulfilling career. SCC counselors provide personal counseling to help students with life issues that may interfere with academic success. Crisis intervention services are available to students who are experiencing acute emotional distress and require immediate attention.

As part of the matriculation process, all first-time college students are to attend a New Student Counseling Workshop prior to their first semester, meet with their counselor every semester thereafter to discuss academic and personal progress, and update educational plans. Counselors refer students to other services, including many that may be provided in the Counseling and Student Success Department, such as online advising and special programs for student retention. Counselors also teach Human Career Development courses that are designed to build skills that lead to academic and life success.

The Counseling Center is located on the first floor of Rodda Hall North, Room 147. Call (916) 558-2204 for more information and available hours. Counseling services are also available at the SCC Outreach Centers.

Other programs located in the Counseling Center include Health Services, Transfer Center, International Student Center, Career Center, Cooperative and Work Experience and Internship Program.

Cultural Awareness Center

The Cultural Awareness Center's (CAC) goal is to promote intercultural understanding and education through programs and traditional cultural celebrations that reflect the diversity of Sacramento City College and its urban community.

The CAC celebrates ethnic cultural traditions through dance, music, art, poetry, and storytelling. In addition, the CAC sponsors open forums, panel discussions, and speakers who often reflect the ethnic, education, age, and gender differences on our campus, as well as the differences of ideas and opinions. These differences allow us to see things from many different perspectives, promoting healthy discussion and debate. The Cultural Awareness Center is a safe place to celebrate what makes us different and to learn to appreciate the differences in others. It is an educational experience that helps members of the college community to become comfortable learning, living, and working in a diverse world. If you have suggestions or need additional information,

please call (916) 558-2155 or visit our website at www.scc.losrios.edu/cac/.

Dental Health Clinic

The Dental Clinic is located in Rodda Hall South 133. Students and community members may make appointments with dental hygiene students for preventive dental hygiene services. Services include cleaning and polishing teeth, fluoride application, and oral hygiene instructions. Fees for these services are \$25.00 for the first appointment and \$10.00 for additional appointments. The fee for cleanings for children is \$16.00. Sealants, which prevent tooth decay, cost \$10.00 per tooth. With a written request from a dentist, dental X-rays can be taken by either dental assisting or dental hygiene students. The fee for X-rays ranges from \$15.00 to \$25.00. For an appointment, call (916) 558-2303.

Disability Services and Programs for Students (DSPS)

The Disability Services and Programs for Students (DSPS) serves students with documented physical, learning, communication, developmental, psychological and acquired brain injury disabilities, and other impairments. Students with disabilities who request reasonable accommodations are required to provide verification of their disability to the DSPS.

A variety of academic support services are available providing students with disabilities opportunities to participate fully in all aspects of college programs and activities through appropriate and reasonable accommodations. Services include the following:

- Alternate media format materials
- Assistive computer technology
- Counseling
- Equipment loan
- Exam accommodations/proctoring
- Interpreters (Sign Language)
- Learning disability assessment & evaluation
- Learning strategies instruction
- Mobility/Lab Assistance
- Shared Notes/Notetakers
- Priority registration
- Referral to other campus and community resources
- Real-time captioning

Students who require information or services should go to the Student Services building for intake, counseling, and service coordination. The telephone numbers are (916) 558-2087 (voice), (916) 374-7218 (VP), (916) 650-2781 (FAX), and website <http://www.scc.losrios.edu/dsps/>. Students requiring appointments for learning disability assessment should go to DSPS to make an appointment. The Assistive Technology Lab and proctored testing center are located in STS 139. Exam proctoring must be pre-scheduled. The telephone number for proctoring is (916) 558-2545 (voice). Equipment, staff, and adaptive physical education/kinesiology courses are available to assist students in improving and enhancing their physical skills to facilitate education and personal development. Contact the Kinesiology, Health and Athletics Division at (916) 558-2425 for more information.

Students seeking Educational Accommodations who do not wish to be referred to the DSPS will need to contact the SCC Campus Equity Officer, Julia Jolly, Associate Vice President of Instruction, in Rodda Hall North, Room 257, at (916) 558-2407 for referral to appropriate services.

Early Assistance

Students who experience academic difficulty are contacted by the Early Assistance Program. Early Assistance is designed to provide students with extra assistance in their courses in order to succeed. Students who are experiencing difficulty in their classes are contacted and assisted early in the semester. Assistance may include workshops on classroom success, information on campus services, an appointment with a counselor, study skills assistance, or tutoring in a specific subject area. All students are welcome to participate.

Extended Opportunity Program and Services

Extended Opportunity Program and Services (EOPS) is a student support program for educationally and economically disadvantaged students, funded by the State of California and the Los Rios Community College District. It is designed to provide opportunities in higher education for students with academic potential who, historically, would have not attended college.

EOPS provides “above and beyond” services and resources that include but are not limited to counseling, priority registration, academic monitoring, case management, tutoring support, and book assistance.

Within EOPS is the Cooperative Agencies Resources for Education (CARE) Program. It is designed to assist single head of household EOPS students who are also receiving Temporary Assistance for Needy Families (TANF). CARE students receive additional resources “above and beyond” what is offered to EOPS students to assist them with accomplishing their educational goals.

Open application period is the month of April for entrance in the Incoming fall semester. For the spring semester open application period, check in October with the EOPS Office or the webpage at www.scc.losrios.edu/eops.

For additional information, visit the webpage or drop by the EOPS office located at Rodda Hall North, room 155, call 916-558-2403, or contact the office at sceopsinfo@scc.losrios.edu.

Health Services

The mission of Health Services is to help students achieve their academic goals by encouraging a balance of health and wellbeing. Health Services is staffed with two registered nurses and a health aid. Services include first aid for minor injuries, health/illness assessment and consultation, TB testing, and blood pressure screening. Information and community resources available for substance abuse, nutrition questions, reproductive health services, and mental health concerns. Community referrals are available to students for specific medical, dental, and vision services. All services are confidential and limited over-the-counter medications are available. Health Services is located in the Counseling Center in Rodda Hall North.

Students are not covered by the district or the college for health insurance; however, information and assistance in finding student health insurance is available.

International Student Center

SCC highly values the rich cultural diversity that is created by the presence of international students (F-1) on our campus, and we look forward to the opportunity to provide them with support services. International students are defined as any citizens of a country other than the United States who have or will need “school authorization, under federal laws, to enroll as non-immigrant students.”

All applicants must first apply to SCC following international student procedures. Approved students are required to report to the International Student Center within 10 days of arrival to the U.S. or before the first day of instruction. New, transfer in, and continuing re-entry students must bring their most recent original entry documents, all I-20s, I-94s, passport with American Consulate page and current copies of all college transcripts translated into English.

Students are advised to:

- complete the SCC International Admission Packet, which may be downloaded at <http://www.scc.losrios.edu/international/admission>
- maintain full-time status and complete a minimum of 12 units or more each semester (Important: Withdrawals or Ws do not count as part of the 12 units)
- notify the Center of address changes within 10 days of moving
- notify SCC International Student Center and Admissions and Records of major changes and request new updated SCC SEVIS I-20 Form

- maintain proof of Student Health and Medical Insurance coverage at SCC Health Office
- have originals of college transcripts (translated into English) sent from all institutions attended to Sacramento City College Admissions and Records
- meet regularly with instructors and international counselors whenever any academic difficulties or tutoring needs arise

The International Coordinator-Counselor and staff are available to assist students with review of admission requirements, specialized orientation, and provide valuable resources regarding student immigration status, federal regulations www.ice.gov/sevis, and educational responsibilities. Successful students see counselors often for career, personal, and educational advising to complete an “Integrated Student Educational Planner (ISEP),” and to address questions and concerns regarding their status.

The International Student Center is located in the Counseling Center in Rodda Hall North Room 138. To schedule an appointment, please call (916) 558-2486.

Learning Communities (Interdisciplinary Studies)

A Learning Community is two or more courses linked together by one or more of the following: a common theme, shared students, shared content, and/or a team of instructors. This is sometimes called interdisciplinary learning or integrated classes. Students like Learning Communities because they can be a part of a group that learns together. They interact more with their fellow students and the faculty, and they learn to understand how subject matter interrelates. The number of Learning Communities at SCC varies from semester to semester, so look for the Interdisciplinary Studies page in the Schedule of Classes.

Orientation - Online

New students are required to complete the online orientation. Students are then encouraged to take their assessments and attend a New Students Counseling Workshop. For additional information about Orientation, please call (916) 558-2145.

Outreach Program

Outreach and recruitment staff inform students, parents, and the community about instructional programs, student support services, admission and enrollment processes, and the campus and student life environment at Sacramento City College.

For more information regarding high school or community outreach, please call (916) 558-2200.

RISE

The Respect, Stay, Integrity, Self-Determination and Education (RISE) Program offers support services to help students stay on track. RISE provides one-on-one personalized counseling, individualized and group academic tutoring, visitations to four-year universities and peer mentoring to assist SCC students in overcoming the barriers they face. Our intent is to provide a familia/ohana approach to educational services that is inclusive, supportive, and resilient.

For further information, please go to the RISE Office located in Temporary Building 5, call (916) 650-2782, or contact us at www.scc.losrios.edu/rise

Summer Success Academy

The Summer Success Academy is a Sacramento City College sponsored high school to college transition program for first-time college students. Students that participate in the academy will attend classes necessary to be successful in college. For more information please call the High School Outreach office at (916) 650-2914.

Tours of the Campus

The Information and Orientation Office also coordinates campus tours. Tours may be scheduled for individuals or for large groups. Contact the Information and Orientation Office by calling (916) 558-2145 for additional information. Tour requests may be made online at www.scc.losrios.edu/outreach/campustours/.

Transfer Center

The Transfer Center assists students in transferring to four-year colleges and universities. The Center maintains current college and university catalogs, admissions and major course requirements, applications, and resource materials. In addition to its many transfer activities, the Transfer Center coordinates the Transfer Day, College Tours, College Fairs, university representative appointments and workshops, and the UC Transfer Admission Guarantee Program.

Appointments to meet with college representatives and attend application information workshops can be made in the Transfer Center. Representatives from California State University, Sacramento and University of California, Davis are available to meet with students in the Transfer Center on a weekly basis. In addition, university representatives from other four-year institutions are available each semester.

The Transfer Center is located in the Counseling Center, Rodda Hall North 147. The Center may be reached by calling (916) 558-2181 or drop by the office.

To help plan for transfer, please make an appointment to meet with an SCC counselor.

Veterans Affairs

The Veterans Affairs Office is located in Student Services 103 and is available to assist veterans, spouses, and children of disabled or deceased veterans who may be eligible for federal and/or state educational benefits.

New students should contact this office at least two months prior to the start of the semester to initiate the required paperwork.

In most cases, all enrollment fees, books and miscellaneous fees are paid by the student and not the VA. If you believe VA will be paying your enrollment fees, please verify with the Veterans Affairs Office before enrolling in courses. The benefit process may take several months to complete for new benefit recipients. The benefit process for continuing students can take 4 to 6 weeks in most cases. Benefit recipients should anticipate a delay of at least two months before receiving the first payment. For more information on VA benefits, go to www.gibill.va.gov.

For more information, please visit the college website at www.scc.losrios.edu.

Veterans Resource Center

The Veterans Resource Center, located in PAC 101 is a place for Veterans to meet with an academic counselor, study, ask benefit and admissions related questions, and socialize.

WorkAbility III

The WorkAbility III program provides students with disabilities with employment services. To qualify for WorkAbility services, a student must be a current consumer of the California Department of Rehabilitation, and have a physical, mental, emotional, communication or learning disability. Services include career counseling, career development classes, résumé and interview practice, and job placement assistance.

To get more information about WorkAbility, or to schedule an appointment, call us at (916) 558-2590 or check our website at: <http://www.scc.losrios.edu/workability/>.