Moorpark College
Spring 2016
Student Services Syllabus

Monday \ Thursday 8:00 AM - 5:00 PM
Tuesday \ Wednesday 8:00 AM - 7:00 PM
Friday 8:00 AM - 12:00 PM

Service and office hours unless otherwise noted.
All information is subject to change.
Alternate holiday schedules will be posted at each office.

This is a Smoke-Free Campus

In the interest of the health and welfare of students, employees, and the public, other than in specified parking lots, smoking is not permitted anywhere on the Moorpark College campus.

Beginning Fall 2016 Moorpark College will be a 100% Tobacco Free Campus, including parking lots.

ACCESS & Health Services

ACCESS—Reviews disabilities documentation, facilitates accommodations, and provides classes and support services for students with physical, learning, or psychological disabilities. Call for an appointment, or come to a drop-in appointment offered each Monday through Thursday. Stop by our reception desk for the schedule of drop-in appointment times.

Student Health Services—Provides acute medical care, mental health counseling, first aid, immunizations, physicals for academic programs, sexual health care (pregnancy testing/counseling, STD testing, birth control and exams), smoking/tobacco cessation, nutritional counseling, over-the-counter medication, community referrals. Nominal charge for lab work and prescriptions. Services are confidential and most are free.

LMC 1st Floor | (805) 378-1461
M-R 8am - 6pm, F 8am - 12pm

M/ R 8am - 5pm, T/W 9am - 6pm, F 8am - 12pm

Veterans Resource Center & Foster Youth Center

VRC—Provides certification of benefits, academic, counseling, a place to study, computer and printer access, tutoring and much more. If you need help getting benefits started, this is the place to go.

FYC—is a place to study with computer and printer access, grab a snack if you are hungry, and meet other students.

Student Services Annex | (805) 553-4106
M-R 10am - 3pm, Closed Fri

Student Services Annex | (805) 553-4837
M-R 10am - 3pm, Closed Fri

Things you need to know...

Police Station by Parking Structure (Lower Campus) | (805) 378-1455

Evening & Weekend Activities Attendant
Fountain Hall Welcome Area | (805) 378-1406
M-R: 5:30pm - 10:30pm
Sat 9am - 1pm

7075 Campus Rd., Moorpark, CA 93021 (805) 378-1400
www.moorparkcollege.edu

Check out My NAV from the Portal or website for information to help you navigate your academic journey.

Please visit www.moorparkcollege.edu/services_for_students
**Fountain Hall 1st Floor**

**Business Office**—Is the place where you pay fees, request refunds, pay for your transcripts, purchase bus passes, print, photography, and clay cards, report problems with vending machines, and get change.  
(805) 378-1437

**Counseling**—Provides everything you need to know about choosing the right classes to achieve your goals. You may call for individual counseling appointments or drop by for quick answers at the Express counter. Last student is seen 15 minutes before closing.  
(805) 378-1428

**Career Transfer Center & Internships**—Offers career and transfer assistance to students. This one-stop center has valuable resources to explore a range of job, career, and transfer options.  
(805) 378-1536

**Admissions & Records**—Registration, enrollment verification, official transcripts, GE certification, athletic eligibility, and enrollment certifications for Veterans benefits.  
(805) 378-1429

**Outreach, Student Success, & International Students**—Provides enrollment and program information on admissions, student success, and campus tours. Also assists international students with F1 or J1 visas.  
Outreach—(805) 378-1409  
International—(805) 378-1414

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**Fountain Hall 2nd Floor**

**EOPS**—A state funded student support program offering a variety of services to eligible community college students, including academic/personal counseling, and supplemental book assistance.  
(805) 378-1464

**CalWORKs**—A program that assists students receiving County CalWORKs to achieve educational goals and transition from public assistance to employment self-sufficiency. Also, supports those who are single parents receiving Temporary Assistance for Needy Families (TANF).  
(805) 553-4055

**CARE**—Supports the unique needs of EOPS students who are single parents receiving Temporary Assistance for Needy Families (TANF).  
(805) 378-1464

**Scholarships**—Assists students in finding a variety of scholarship opportunities.  
(805) 553-4187

**Financial Aid**—Provides access to an array of financial resources. Students may receive assistance in filling out the FAFSA, California Dream Act, BOG, Cai Grant, Full Time Student Success Grant and Chafee Applications and receive information on the various forms of aid available. Other services offered include foster youth liaison, loan default and overpayment assistance, FA SAP/BOG/Transfer/Financial Literacy workshops, letters of financial hardship, loan counseling, federal work study, and myvcccddebitcard/higher one ATMs.  
(805) 378-1462

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**Library Learning Resources**

**Library**
Services include a curriculum-oriented collection of books, music CDs, and videos; one-on-one research assistance; class orientations; course reserve books; copying and printing; group study rooms; open computer lab; and interlibrary loan.

**Circulation:** (805) 378-1450 | **Reference:** (805) 378-1472

[www.moorparkcollege.edu/library](http://www.moorparkcollege.edu/library)

**Writing Center**
Offer tutoring, workshops, and academic resources for math, writing, reading, study skills, English, ESL, science, and other academic subjects.  
*New* now offering Pearson Smarthinking online tutoring. Please visit our website for hours and to make appointments.  
[www.moorparkcollege.edu/tlc](http://www.moorparkcollege.edu/tlc)

**Math Center:** mcjac@vcccd.edu, 805-378-1556  
**Writing Center:** mcwritingcenter@vcccd.edu, 805-553-4850

**Campus Center**

**Associated Students & Student Activities**—Houses student government and makes student photo IDs. This office also oversees student organizations.  
(805) 553-4976

**Vending Food Court**—In addition to the standard snack and soda machines, the Food Court vending area has six cold food machines with microwavable food available for sale. Microwaves available.

**ATM**—is available in the Campus Center and in Fountain Hall

**Bookstore**—Carries textbooks and supplies for all classes.  
M/R 8am - 6pm  
T/W 8am - 7pm  
F 8am - 12pm  
(805) 378-1436

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Questions?  
Fountain Hall  
Welcome Center:  
M-R 8am - 10pm  
F-Sat 8am - 12pm  
The Welcome Center is open to provide assistance and answer your questions.

**Computer Labs**

Library Learning Resources  
PC Lab on Floor 1

Physical Science Building  
MAC Lab in PS 225

Open Access  
M-R 8am - 8pm  
F 8am - 12pm

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**Vending Food Court**

Open Access  
M-R 8am - 8pm  
F 8am - 12pm

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