Student Services Syllabus
Fall 2016
MOORPARK COLLEGE

7075 CAMPUS ROAD
MOORPARK, CA 93021
(805) 378-1400
WWW.MOORPARKCOLLEGE.EDU

*All information is subject to change*
Student Services Hours

*Service & office hours unless otherwise noted
**Alternate holiday schedules will be posted at each office

**Student Services Hours**

- **Monday & Thursday**
  8:00am-5:00pm

- **Tuesday & Wednesday**
  8:00am-7:00pm

- **Friday**
  8:00am-12:00pm

**Important Contacts**

**Police Station**

(805) 378-1455
Location: Next to Lower Campus Parking Structure

**Evening Attendant**

Student Online Technical Support for D2L/Canvas
(805) 553-4188
MConlineSTUDENTsupport@vcccd.edu
Drop-In: AA-101

Drop-In Hours for Fall, 2016:
Monday: 12:30-5:30 pm
Tuesday: 1-6:00 pm
Wednesday: 12:30-5:30 pm
Thursday: 1-6:00 pm

(805) 378-1406
pmattson@vcccd.edu
M-TH 5:30-10:30pm; Sa 9:00am-1:00pm
Moorpark College is a 100% tobacco free campus, including parking lots

ACCESS

Accessibility Coordination Center & Educational Support Services

LMC 1st Floor (805) 378-1461
M-TH 8:00am-6:00pm; F 8:00am-12:00pm
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 Center

Administration Building 111 (805) 378-1413
M & TH 8:00am-5:00pm; T & W 8:00am-6:00pm; F 8:00am-12:00pm
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.
**Academic Counseling**

FH 120; (805) 378-1428
Provides everything you need to know about choosing the right classes to achieve your goals. Call for individual counseling appointments or drop by for quick answers at the Express Counter. Last student is seen 15 minutes before closing.

**Admissions & Records**

FH 116; (805) 378-1429
Registration, enrollment verification, official transcripts, GE certification, athletic eligibility, and enrollment certifications for Veterans benefits.

**Career Transfer Center**

FH 110; (805) 378-1536
Offers career and transfer assistance to students. This one-stop center has valuable resources to explore a range of job, career, and transfer options.

**Fountain Hall Study Area**

M-TH 8am-10pm  
F 8am-12pm  
Sa 9am-1pm
Financial Aid

FH 210B; (805) 378-1462
Receive assistance in completing the FAFSA, California Dream Act, BOG, Cal Grant, Full Time Student Success Grant and Chafee Applications. Other services offered include foster youth liaison, loan default and overpayment assistance, FA online workshops. Letters of financial hardship, loan counseling, and federal work study.

Outreach & International Students

FH 118; (805) 378-1409 Outreach
(805) 378-1414 International
Provides enrollment and program information on admission, conducts campus tour, and also assists international students with F1 visas.

Scholarships

FH 210C; (805) 553-4187
Assists students in finding a variety of scholarship opportunities.

Student Business Office

FH 114; (805) 378-1437
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, & get change.

ATM

Coming Soon to Fountain Hall
SSA 107; (805) 553-4055
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).

SSA 107; (805) 378-1464
A state funded student support program offering a variety of services to eligible community college students, including academic/personal counseling, and supplemental book assistance. CARE supports the unique needs of EOPS students who are single parents receiving Temporary Assistance for Needy Families (TANF).

SSA 108; (805) 553-4753
Hours: M-TH 8:00am-6:00pm; F 8:00am-1:00pm
A place to study with computer access, free printing, snacks if you’re hungry, and the opportunity to meet other students. Get connected with counseling, tutoring, financial aid, and other campus services. Learn about state programs and other forms of assistance available to you. We’ll see you soon!

Located next to Campus Center Bookstore; Phone # TBA
A place for students to study, meet with Student Success Coaches, and the center coordinates Student Success activities. Also, the center houses Guided Path to Success (GPS) First Year Experience program.

SSA 108; (805) 553-4106
Hours: M-TH 8:00am-6:00pm; F 8:00am-1:00pm
Start here for your in-processing needs. Learn about benefits and priority registration. Gain access to resources, peer advisement, and networking opportunities. We provide certification of benefits, academic counseling, a place to study, computer access, free printing, tutoring, and additional amenities. We are a one-stop shop!
The Learning, Math, & Writing Center

3rd Floor of LLR
Math Center: (805) 378-1556
mcmc@vcccd.edu
Writing Center: (805) 553-4850
mcwritingcenter@vcccd.edu

Offers tutoring, workshops, & academic resources for math, writing, reading, study skills, English, ESL, science, & other academic subjects. Online tutoring via Pearson Smarthinking. Please visit our website for tutoring hours & to make appointments: www.moorparkcollege.edu/tlc

Library

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

Services include a curriculum-oriented collection of books, eBooks, online resources, music CDs, and videos; class orientations; course reserve books; copying and printing; group study rooms; open computer lab; research assistance; and interlibrary loan. Please check our website for details: www.moorparkcollege.edu/library

Library & Open Access Computer Lab Hours:
M-TH 8am-8pm
F 8am-12pm

Campus Center

Associated Students & Student Activities
CC 152; (805) 553-4831
houses student government and makes student photo IDs. This office also oversees student organizations.

Bookstore (805) 378-1436
Hours: M-TH 8:00-6:00pm, F 8:00am-12:00pm
Carries textbooks and supplies for all classes.

Vending food court carries standard snack and soda machines, six cold food machines with microwavable food available for sale. Microwaves available.
DIVISION OFFICES

Arts, ACCESS, Business, Distance Education, & Child Development
AA 101; (805) 553-4121

Athletics & Institutional Effectiveness
A 136; (805) 378-1448

Behavioral & Social Sciences
HSS 217; (805) 378-1445

EATM, Health & Life Sciences
EATM 212; (805) 378-1459

Languages, Library, & Learning Resources
LLR 314; (805) 378-1443

Enrollment Services, Mathematics & Physical Sciences
AC 232; (805) 378-1572

Performing Arts & Student Engagement
PAC 141; (805) 378-1408

Sciences & Student Engagement
HSS 114; (805) 553-4133