

## MOORPARK COLLEGE STUDENT SERVICES SYLLABUS

2021-2022

Location: 7075 Campus Road Moorpark, CA 93021

Phone: [\(805\) 378-1400](tel:(805)378-1400)

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

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## **Division Offices**

Dr. Amanuel Gebru,  
Vice President of Student Support  
FH 210A: [\(805\) 553-4065](tel:(805)553-4065)

## **Arts, Media, & Communication Studies Title IX**

Priscilla Mora, Dean  
AA- 101: [\(805\) 553-4121](tel:(805)553-4121)  
[medivision125@vccd.edu](mailto:medivision125@vccd.edu)

## **ACCESS, Kinesiology, Athletics, Library & Math**

Dr. Matthew Calfin, Dean  
AC- 232: [\(805\) 378-1448](tel:(805)378-1448)  
[medivision127@vccd.edu](mailto:medivision127@vccd.edu)

## **Business, Child Development, World Languages, Behavioral and Social Sciences**

Dr. Howard Davis, Dean  
HSS- 114: [\(805\) 553-4133](tel:(805)553-4133)  
[medivision129@vccd.edu](mailto:medivision129@vccd.edu)

## **Physical Sciences & Career Ed**

Robert Cabral, Dean  
A-136: [\(805\) 378-1572](tel:(805)378-1572)  
[medivision122@vccd.edu](mailto:medivision122@vccd.edu)

## **EATM, Life & Health Sciences**

Dr. Carol Higashida, Dean

EATM- 212: [\(805\) 378-1459](tel:(805)378-1459)

[medivision124@vccd.edu](mailto:medivision124@vccd.edu)

## **English / ESL, Humanities, BAC Team, Student Conduct & Student Life**

Monica Garcia, Dean

LLR- 314: [\(805\) 378-1443](tel:(805)378-1443)

[medivision128@vccd.edu](mailto:medivision128@vccd.edu)

## **Admissions & Records, Counseling, CTC, EOPS, Student Health Center, Student Support, Veterans & Foster Youth**

Dr. Khushnur Dadabhoy

HSS- 217: [\(805\) 378-1445](tel:(805)378-1445)

[medivision126@vccd.edu](mailto:medivision126@vccd.edu)

## **Institutional Effectiveness, Grants and Planning**

Oleg Bepalov, Dean

Admin 126B: [\(805\) 553-4176](tel:(805)553-4176)

[Medivision131@vccd.edu](mailto:Medivision131@vccd.edu)

## **MOORPARK COLLEGE OFFICIAL LAND ACKNOWLEDGEMENT**

We acknowledge Moorpark College occupies the unceded traditional land of the Chumash people who have stewarded it throughout generations. As we honor the Chumash people with gratitude, we commit to learning how we may be better stewards of this land we inhabit as well. We seek to build relationships with the Chumash community through academic pursuits, partnerships, historical recognitions and community service as these relationships are foundational for inclusive and equitable education and community engagement.

## **STUDENT SERVICES**

Moorpark College is proud to offer a variety of resources to help support the academic & personal success of all students.

## **Admissions & Records**

Location: Fountain Hall, FH - 116

Phone: [\(805\) 378-1429](tel:(805)378-1429)

Email: [mcadmissions@vccd.edu](mailto:mcadmissions@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/admissions-records>

The Admissions & Records Office is responsible for admissions, registration, and the accuracy and maintenance of all student records. We offer convenient access to registration, grades, class catalog and other essential information via my.VCCCD.edu.

## **Outreach**

Location: Fountain Hall, FH, 118:

Phone: [\(805\) 378-1409](tel:(805)378-1409)

Email: [mcoutreach@vccd.edu](mailto:mcoutreach@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/outreach-office>

The Outreach Department serves as the “front door” to Moorpark College by promoting the college, recruiting students, and developing relationships with campus and external constituents.

## **Academic Counseling**

Location: Fountain Hall, FH - 120

Phone: [\(805\) 378-1428](tel:(805)378-1428)

Email: [mccounseling@vccd.edu](mailto:mccounseling@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/counseling-office>

Provides academic and personal counseling to help student choose the right classes and achieve their academic goals. Call for individual counseling appointments or drop by for quick answers at the Express Counter.

## **Financial Aid**

Location: Fountain Hall, FH - 210B

Phone: [\(805\) 378-1462](tel:(805)378-1462)

Email: [mcfa@vccd.edu](mailto:mcfa@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/financial-aid-office>

Federal School Code: 007115

We offer programs and services to help pay for college. Financial aid applications are accepted on an ongoing basis, but we encourage you to apply as soon as possible.

If you need help paying your enrollment fees or other expenses, grants are available to eligible students.

We have all the PROMISES!

The California College Promise Grant (CCPG) is available to California Residents.

What is the Moorpark College Promise?

Financial aid requirements can be viewed by logging in to your [my.vccd.edu](http://my.vccd.edu) student portal.

STEP ONE: Complete a FAFSA @[www.fafsa.gov](http://www.fafsa.gov) or CADAA @<https://dream.csac.ca.gov/>

STEP TWO: We communicate by email to the my.vccd.edu email address. Please monitor this asap.

## **Scholarship Office**

Location: Fountain Hall, FH - 210C

Phone: [\(805\) 553-4187](tel:(805)553-4187)

Email: [mmedeiros@vccd.edu](mailto:mmedeiros@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/scholarship-office>

The Moorpark College Scholarship Office, with the support of the Moorpark College Foundation and our community donors, provides hundreds of students with the financial assistance, recognition and encouragement needed to realize their academic goals.

## **Career Transfer Center**

Location: Fountain Hall, FH - 110

Phone: [\(805\) 378-1536](tel:(805)378-1536)

Email: [mcctc@vccd.edu](mailto:mcctc@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/career-transfer-center>

The Career Transfer Center offers a variety of services, resources, and activities designed to support you with your transfer and career development needs. Our services are designed to enhance your educational experience at Moorpark College and assist you in identifying and accomplishing your educational and career goals.

## **Raider Central**

Location: Campus Center

Phone: [\(805\) 378-1400](tel:(805)378-1400)

Email: [mcraidercentral@vcccd.edu](mailto:mcraidercentral@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/raider-central>

Raider Central is your one-stop shop for free basic resources to help you succeed in school. Raider Central provides free food, clothing, personal hygiene items, and assistance with housing and social services coordinated through community providers so you can focus on your classwork.

All currently enrolled students qualify for the following **\*FREE\*** Resources through Raider Central:

- *Grab-and-go snack items and beverages, as well as non-perishable groceries*
- *Gently used seasonal clothing and business attire*
- *Personal hygiene product and shower kits*
- *Cal Fresh sign-up assistance*
- *Campus services referrals*
- *Housing referral assistance*
- *Other community resource referrals*
- *Information about free or reduced transportation*

## **Student Business Office**

Location: Fountain Hall, FH - 114

Phone: [\(805\) 378-1437](tel:(805)378-1437)

Email: [lchau@vcccd.edu](mailto:lchau@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/student-business-office>

We are committed to excellence in providing a variety of financial services to the students of Moorpark College such as collecting payments for student fees, distributing refunds and assisting you with student fee waivers.

## **DREAMers Alliance**

Phone: [\(805\) 553-4058](tel:(805)553-4058)

Email: [kmontenegro@vccd.edu](mailto:kmontenegro@vccd.edu) ; [mcdreamers@vccd.edu](mailto:mcdreamers@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/dreamers>

The DREAMers Alliance is an inclusive network of allies, consisting of faculty, students, staff, and administrators committed to providing a safe, supportive and welcoming educational environment for students who are undocumented and those who come from mixed legal immigration status families. Though intentional events, services, and connections, we aim to empower students and the campus community.

## **Dual Enrollment**

Location: Fountain Hall, FH – 118

Phone: [\(805\) 553-4608](tel:(805)553-4608)

Email: [mcdualenrollment@vccd.edu](mailto:mcdualenrollment@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/dualenrollment>

The Dual Enrollment Department partners with local K-12 school districts to bring Moorpark College courses to high school campuses.

## **Child Development Center**

Location: Child Development Center, CDC

Phone: [\(805\) 378-1401](tel:(805)378-1401)

Email: [johanna\\_pimentell@vccd.edu](mailto:johanna_pimentell@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/child-development-center>

Moorpark College has a Child Development Center that offers a comprehensive half day and full day childcare program for pre-schoolers and toddlers available for children of the community, registered students, faculty, and staff.



## **Program for Accelerated College Education (PACE)**

Email: [moorpark-pace@vcccd.edu](mailto:moorpark-pace@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/pace>

PACE is a college program designed for busy adults that enables you to complete an Associate degree in about two years by taking two online or hybrid courses every eight weeks.

## **Office of Title IX / Sexual Misconduct**

Location: Applied Arts, AA- 101

Phone: [\(805\) 553-4121](tel:(805)553-4121)

Email: [Medivision125@vcccd.edu](mailto:Medivision125@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/title-ix-sexual-misconduct>

Prospective and current students have the right to be free from sexual misconduct and any other form of sexual harassment and gender-based discrimination and violence. We do not tolerate any form of sexual misconduct.

## **Accessibility Coordination Center & Educational Support Services (ACCESS)**

Location: LMC 1<sup>st</sup> Floor

Phone: [\(805\) 378-1461](tel:(805)378-1461) Video Phone: [\(805\) 222-4583](tel:(805)222-4583)

Email: [mcaccess@vcccd.edu](mailto:mcaccess@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/access>

ACCESS aims to support students with physical, learning, or psychological disabilities by determining and providing reasonable accommodations, auxiliary aids, and support services to achieve the democratic ideal of making higher education accessible to all.

## **Student Health Center**

Location: Administration Building, A - 111

Phone: [\(805\) 378-1413](tel:(805)378-1413)

Email: [mshc@vcccd.edu](mailto:mshc@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/health-center>

Our goal is to support you in your academic journey by providing student centered medical care, mental health counseling, and valuable wellness resources to any currently enrolled student.

## **Bookstore**

Location: Campus Center

Phone: [\(805\) 378-1436](tel:(805)378-1436)

Website: <https://www.venturacollege.bncollege.com/shop/moorpark-college/home>

## **Honors Program**

Location: Fountain Hall – Counseling Office

Email: [nbowen@vcccd.edu](mailto:nbowen@vcccd.edu)

Email: [daguilar@vcccd.edu](mailto:daguilar@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/honors-program>

## **Library**

Location: LLR

Circulation Phone: [\(805\) 378-1450](tel:(805)378-1450)

Reference: [\(805\) 378-1472](tel:(805)378-1472)

Email: [mreference@vcccd.edu](mailto:mreference@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/library>

The library has a curriculum-oriented collection containing approximately 77,000 books and 293 periodical subscriptions. The collection also includes DVDs, microfilm, CDs, audiotapes, and videotapes.

## **The Teaching & Learning Center (TLC)**

TLC Services are free to all Moorpark College students. Services and resources include tutoring, individual consultations, workshops and print materials.

## **General Information**

<https://www.moorparkcollege.edu/departments/student-services/the-teaching-and-learning-center/teaching-and-learning-center>

## **Math Center**

Phone: [\(805\) 378-1556](tel:(805)378-1556)

Email: [mcme@vccd.edu](mailto:mcme@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/the-teaching-and-learning-center/math-and-science-center>

## **Writing Center**

Phone: [\(805\) 553-4850](tel:(805)553-4850)

Email: [mcwritingcenter@vccd.edu](mailto:mcwritingcenter@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/the-teaching-and-learning-center/writing-center>

## **Course Embedded Tutoring (CET) Program**

Phone: [\(805\) 553-4839](tel:(805)553-4839)

Website: <https://www.moorparkcollege.edu/departments/student-services/the-teaching-and-learning-center/math-and-science-center/cet-pals>

## **Makerspace**

Location: Campus Center - 144

Email: [mcmakerspace@vccd.edu](mailto:mcmakerspace@vccd.edu)

Website: <https://www.moorparkcollege.edu/student-services/makerspace>

Makerspace at Moorpark College is a place for students and faculty to explore new technologies, to work on entrepreneurial and class projects and to gather with others who enjoy making.

## **Student Activities Office**

Location: Campus Center

Phone: [\(805\) 553-4976](tel:(805)553-4976)

Email: [krobinson@vccd.edu](mailto:krobinson@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/student-activities>

The Student Activities Office serves as a resource for MC students looking to engage in campus life. Working in collaboration with other departments, Student Activities brings fun and vitality to the campus while providing community involvement and personal development. Sample offerings include the Leadership Education and Development for Students (L.E.A.D.S.) Program, the Associated Students of Moorpark College, and student clubs and organizations.

## **Associated Students of Moorpark College**

Location: Campus Center – Student Activities Office

Phone: [\(805\) 553-4831](tel:(805)553-4831)

Email: [asmcboard@vcccd.edu](mailto:asmcboard@vcccd.edu)

Website: <https://www.moorparkcollege.edu/as>

The Associated Students of Moorpark College (ASMC) is the campus' officially elected student government. The ASMC Board of Directors represents the College's 13,500+ students by offering opinions and making recommendations to college and district administration with regard to Ventura County Community Collee District (VCCCD) and Moorpark College policies and procedures that will have a significant effect on students.

## **Student Services Annex**

The Student Services Annex is a hub for student support services.

### **CalWORKS**

Location: Student Services Annex, SSA- 107

Phone: [\(805\) 553-4055](tel:(805)553-4055)

Website: <https://www.moorparkcollege.edu/departments/student-services/college-calworks>

Moorpark College is proud to be a CalWORKs training facility. CalWORKs is a state program that provides services and education/training for those with children receiving county CalWORKs to equip them with tools to successfully support themselves.

## **Extended Opportunity Programs & Services (EOPS)**

Location: Student Services Annex, SSA- 107

Phone: [\(805\) 378-1464](tel:(805)378-1464)

Email: [mceops@vcccd.edu](mailto:mceops@vcccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/extended-opportunity-programs-and-services>

The EOPS program is a state funded effort that provides special services to full time community college students who meet financial and educational disadvantage criteria.

## **Cooperative Agencies Resources for Education (CARE) Program**

Location: Student Services Annex, SSA - 107

Phone: [\(805\)-378-1462](tel:(805)378-1462)

Website: <https://www.moorparkcollege.edu/departments/student-services/extended-opportunity-programs-and-services/care-program>

CARE offers additional support services to EOPS students who are single parents receiving TANF (Transitional Assistance for Needy Families) or CalWORKs to aid them in completing their college-level educational training program and reaching their academic and economic goals.

## **First Year Experience / Second Year Experience Program (FYE / SYE)**

Location: Student Services Annex, SSA- 100

Phone: [\(805\) 553- 4799](tel:(805)553-4799)

Email: [mcfye@vccd.edu](mailto:mcfye@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/first-year-experience-FYE>

Navigating college for the first time can be confusing. Here at FYE & SYE, we believe that no student should feel like they are alone in their college journey. We believe that every student should have a support group that guides, encourages, and challenges them along the way which is why we created FYE & SYE!!

## **International Student Center**

Location: Fountain Hall – FH - 118

Phone: [\(805\) 387 1414](tel:(805)3871414)

Email: [mcisp@vccd.edu](mailto:mcisp@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/isp>

Our professional staff is devoted to assisting our international students to achieve their academic goals by offering a variety of services to meet students' needs. We offer assistance with the application process, immigration advisement, academic counseling, and offer activities, and clubs.

## Guardian Scholars

Phone: [\(805\) 378-1536](tel:(805)378-1536)

Email: [brieger@vccd.edu](mailto:brieger@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/guardian-scholars>

Moorpark College supports the academic and personal goals of current and former foster youth. Our goal is to connect, support and increase academic awareness and achievement as students embark on their educational journey.

## Veterans Resource Center

Phone: [\(805\) 553-4753](tel:(805)553-4753)

Email: [jconley@vccd.edu](mailto:jconley@vccd.edu)

Website: <https://www.moorparkcollege.edu/departments/student-services/veterans-resource-center>

The Moorpark College Veterans Resource Center (VRC) provides support services focused on the special needs and requirements of today's military veterans, active duty service members, and dependents. The VRC assists students in transitioning to the college environment and in achieving their academic and personal development goals. We are currently offering all services online via phone, Zoom and email.

Services Include:

- GI Bill® Enrollment Certifications – fee reimbursement, housing allowance (if applicable), & pre-enrollment guidance.
- Priority registration (even if you are not using your educational benefits)
- Individualized, 30-minute counseling appointments to assist in developing your educational plan
- 8 desktop computers at your disposal for school or personal needs
- Complimentary printing (black & white) for veterans and document scanner ability
- Lounge for relaxation between classes
- Complimentary coffee & refreshments
- A study area for tutoring, studying, or reading
- Information board & pamphlets: jobs, classified, and community veteran activities

Website:

<https://www.moorparkcollege.edu/online-services/distance-education/students>

Need Immediate Response? - Call Canvas 24/7

[\(844\) 602-6290](tel:(844)602-6290)

## IMPORTANT CONTACTS

### ONLINE STUDENT SUPPORT DESK

Phone: [\(805\) 553-4188](tel:(805)553-4188)

Email: [mconlinestudenthelp@vccd.edu](mailto:mconlinestudenthelp@vccd.edu)

## **CAMPUS POLICE**

Location: Next to Lower Campus Parking

Structure

Phone: [\(805\) 378-1455](tel:(805)378-1455)

## **EVENING ATTENDANT**

Phone: [\(805\) 378-1406](tel:(805)378-1406)

Email: [pmattson@vcccd.edu](mailto:pmattson@vcccd.edu)

Hours: M - TH 5:30 pm - 10:30 pm SA - 9:00

am - 1:00 pm