

LOS ANGELES VALLEY COLLEGE

INFORMATION TO GET YOU STARTED FOR SPRING 2019

WHAT U NEED TO KNOW

HOURS OF OPERATION Feb 4 - 14, 2019

STUDENT SERVICES CENTER—FIRST FLOOR

Admissions & Records, Financial Aid, Computer Help, Information Desk

M-TH: 8 am - 8 pm and F: 8 am - 4 pm

STUDENT SERVICES CENTER—SECOND FLOOR

Assessment Center: M-TH: 8 am - 7 pm F: 8 am - 1 pm

EOPS: M/W/TH: 8:30 am - 4 pm T: 8:30 am - 7 pm & F: 8:30 am - 1 pm

STUDENT SERVICES ANNEX

Counseling: M-TH: 8 am - 7 pm & F: 8 am - 2 pm

SSD: M/W/TH: 8 am - 4 pm T: 8 am - 7 pm & F: 8 am - 2 pm

BOOKSTORE

Week of 2/04 - M-TH: 7:30 am - 8 pm, F: 7:30am - 3 pm, Saturday 2/9 9:00 am - 1 pm

Week of 2/11 - M-TH: 7:30 am - 8 pm, Friday and Saturday: Closed

BUSINESS OFFICE

2/04/19-2/22/19 - M-TH: 8 am - 7 pm & F: 8 am - 3:45 pm

LIBRARY

M-TH: 8 am - 8:30 pm Fri/Sat: Closed

CAFETERIA

M-TH: 7:30 am - 6 pm F/S: Closed

LION'S CAFÉ

Week of 2/4 - M-TH: 7:30 am - 8 pm F: 7:30 am - 3 pm S: 9 am - 3pm

Week of 2/11 - M-TH: 7:30 am - 8 pm F/S: Closed

ACADEMIC AFFAIRS

M-TH: 7:30am - 8 pm & F: 7:30 am - 5 pm

TWO APPS EVERY STUDENT NEEDS!

1. LACCD Mobile: Mycollege.laccd.edu

Use your SIS Portal Username and password to login.

2. GradGuru App:

Select Los Angeles Valley College

Use your Student ID Number to login.

Download today from the APP Store and Google Play

The right information, at the right time, can change everything!

IMPORTANT DATES

NO CLASSES

2/15 - 2/18 President's Day

3/28 - 3/31 Spring Break

4/1 Cesar Chavez Day

4/2 - 4/5 Spring Break

5/27 Memorial Day

LAST DAY TO ADD ONLINE WITH PERMISSION NUMBER

FEBRUARY 18

IMPORTANT REMINDERS

It is your responsibility to drop classes!

All important information will be sent to your LACCD email address!

PARKING

- The Sheriff's Department is not ticketing in student lots the first two weeks of school
- Do not park in the Staff/Faculty spaces or lots at anytime
- Starting February 19, you need a parking permit
- Purchase \$2 daily pass at kiosks or \$20 semester permit through the Business Office, no Personal checks
- Parking passes need to be picked up from the Business Office

FREQUENTLY ASKED QUESTIONS

Welcome to Spring 2019!

As you navigate through the first few weeks of the semester, we want to answer any questions you may have. We're happy you are here and we hope this information is helpful.

Detailed information is available on our website. Go to the [LAVC webpage](#). On the left-side menu, click “Current Students.” This directory should link you to all student concerns.

1. Is it too late to apply?

No. Apply online today. It will take a few days for your application to be processed; however, you should go to class the first day of instruction and get a permission number from the instructor. When your application is processed, go online to the [LAVC webpage](#) and click REGISTER in the top right hand corner of the [Student Information System \(SIS\) Portal](#) and add yourself to a class using the Permission Number you received from the instructor.

2. How do I add classes?

Beginning the first day of class, you can only add full-term classes with a permission number from the instructor. Once you have a permission number, login to the [Student Information System \(SIS\) Portal](#) and use the permission number to add the class.

3. How do I drop classes?

You are responsible for dropping classes. You can drop classes online by logging onto the [SIS Portal](#). Be sure to check the [Schedule of Classes](#), for the [Academic Calendar—Dates and Deadlines](#) to ensure you drop classes on-time and don't incur fees, get a “W,” or substandard grade.

4. Can I still apply for Financial Aid?

Yes. Follow the directions on the [Financial Aid website](#). You will need to submit a 2018-2019 FAFSA on the [Free Application for Federal Student Aid webpage](#) and additional documents. After all required documents are received, completed, and reviewed, you will be notified. If awarded funds, it may take up to six weeks to fund.

5. When can I expect my Financial Aid money?

If you have already received your award letter, have active/eligible units, and are making satisfactory academic progress, **the first disbursement will be Thursday, February 7, 2019.** Disbursements will then continue on a weekly basis.

6. How do I pay for classes?

Log on to the [student portal](#) to pay for classes or go to the [Business Office](#) located in the Student Union. The Business Office does not accept personal checks. The office is open from 8:00am—3:45pm daily, except from 2/4/19 - 2/14/19. See reverse side for extended hours.

7. Are there ATM machines on campus?

There is an ATM machine in the Student Union.

8. Where can I eat?

Grab a snack and coffee at the Lion's Café or get breakfast and lunch at the Cafeteria. Both are located in the Student Union. The hours are listed on the reverse side.

9. Where do I get a Student ID Card?

You can get a Student ID Card in the Office of Admission & Records, located on the 1st floor of the Student Services Center. You'll need a student ID for use in the Library and other campus locations. ID cards do not expire. If you lose your ID and need a rush replacement ID, pay the \$10 fee in the Business Office. Take the receipt to Records counter, located in Admissions & Records to get your new ID.

10. How do I get tutoring help?

The Library/Academic Resource Center has a Math lab, Writing Center, and General Tutoring Lab for students. **These services are free, and we encourage you to use them!**

11. How do I find my classes?

You can find your class location by looking at your class schedule on the [SIS Portal](#) (mobile or website). Campus maps are available on the [LAVC Campus Map Webpage](#) and around campus.

12. Where do I buy my books?

Books can be purchased or rented from the [campus bookstore](#). Books can also be bought online or at other retailers. Make sure you check with your instructor for the correct title and edition.