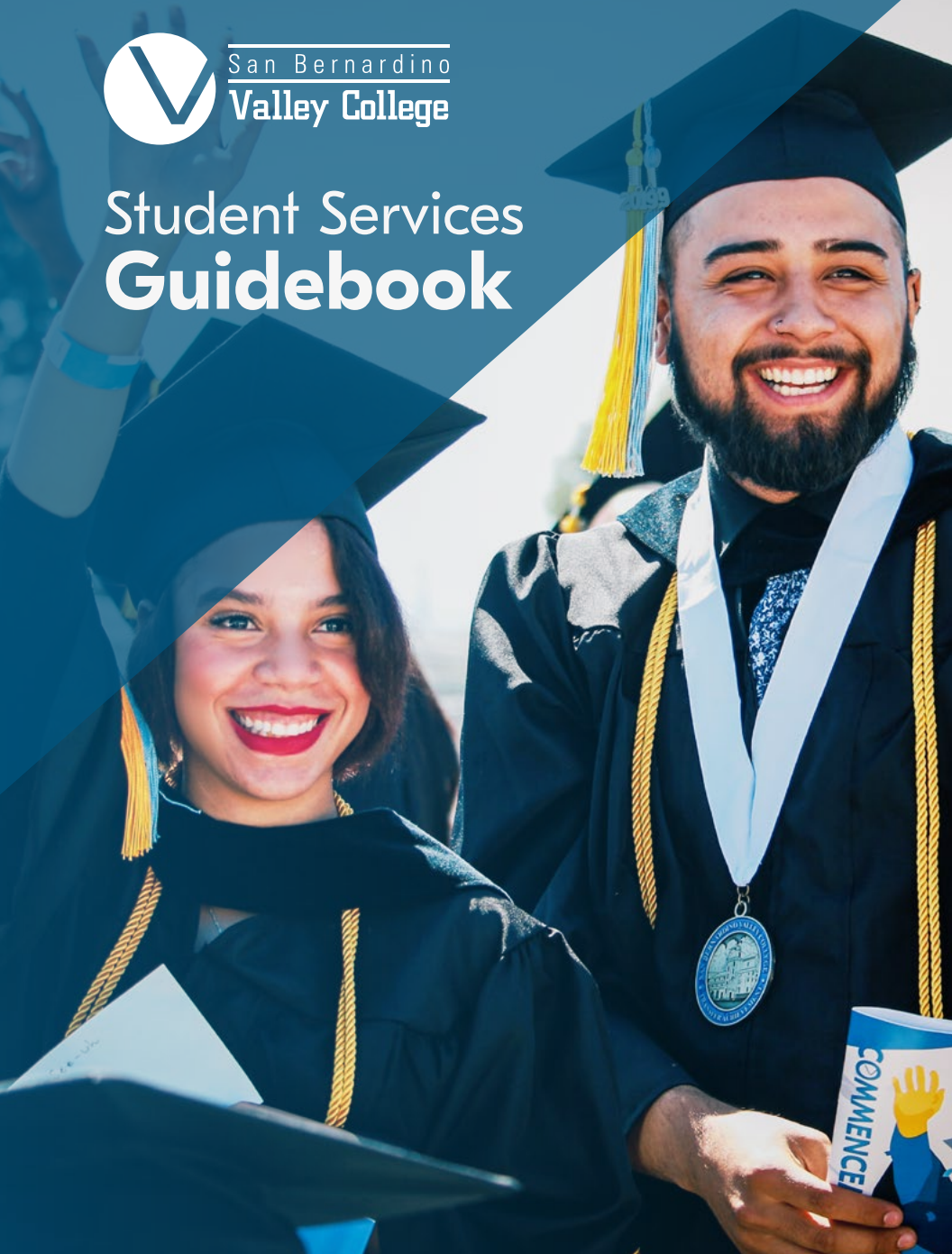




San Bernardino  
Valley College

# Student Services Guidebook



[valleycollege.edu](http://valleycollege.edu)



## **Welcome to SBVC!**

If you are joining us for the first time this year, welcome! If you are a continuing student, I wish you resounding success in completing this stage of your academic journey. Your completion of a college degree or certificate will open more doors and opportunities than you can imagine, whether you will be entering an exciting career field now or transferring to a university.

For over 95 years, SBVC has offered degrees and certificates in the liberal arts, science and technology, business, and the humanities. Our degrees and certificates cover many popular, in-demand professions, including pharmacy technology, culinary arts and aeronautics. At SBVC, we collaborate with our local educational and business partners to ensure that we are offering you a world-class and competitive education.

Inside this handbook, you will find descriptions about financial aid, counseling, tutoring and the many specialized student services we offer for students with unique needs and requirements, including veterans and disabled students, as well as traditionally underrepresented student cohorts.

Our faculty and classified professionals reflect our community and combine academic preparation with love of teaching to create a caring learning environment. Many of our professors and instructors have doctorate degrees and extensive industry experience, allowing them to pass on knowledge and experience that will help you tackle the real-world challenges you will face in your career.

Thank you for joining us this academic year. I am excited about your potential and look forward to seeing and greeting you on campus!

Sincerely,

**Dr. Scott Thayer**  
Interim President, SBVC

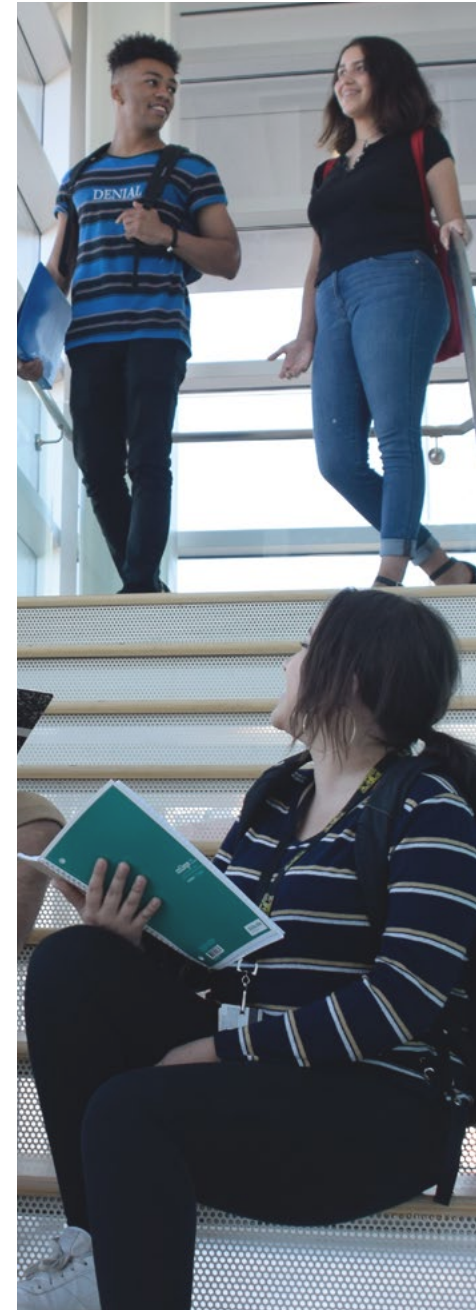


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## AB 540

**AD/SS-100** (909) 384-4401

[valleycollege.edu/ab540](http://valleycollege.edu/ab540)

San Bernardino Valley College in compliance with California law, welcomes non-resident students, and will charge them the same fees as California residents for tuition purposes if they meet the following criteria:

- ✓ You have attended a California high school for at least three years
- ✓ You have a high school diploma or equivalent
- ✓ In the case of non-immigrant aliens, you have applied for legal status or will sign an affidavit stating your intent to do so

Please visit the Admissions and Records Office for further information.

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## Admissions & Records

**AD/SS-100** (909) 384-4401

[admissions@valleycollege.edu](mailto:admissions@valleycollege.edu)

[valleycollege.edu/admissions](http://valleycollege.edu/admissions)

The Office of Admissions and Records provides assistance with registration, verification of enrollment, add/drop process, scholastic standards petition, official transcripts, education verifications, diplomas, credit by exam forms, and change of grade forms.



## ALEKS Lab

**PS-131** (909) 384-8941

Abena Wahab at [awahab@valleycollege.edu](mailto:awahab@valleycollege.edu)

[valleycollege.edu/aleks](http://valleycollege.edu/aleks)

This lab is for students enrolled in Math-601, Independent Lab for Fundamental Mathematical Skills. Students interested in enrolling in this course must meet with a STEM counselor.

### The benefits of ALEKS lab include:

- ✓ Support for non-traditional and traditional students
- ✓ Identify the level of strength and weakness in mathematics
- ✓ One-on-one tutoring in mathematics





## **Alpha Gamma Sigma**

**CC-128**

[valleycollege.edu/ags](http://valleycollege.edu/ags)

Students who have a cumulative grade point average of 3.0 or higher may join Alpha Gamma Sigma, the California Community College Honor Scholarship Society. The function of this state organization is to encourage local chapters to develop programs offering cultural and social experiences as part of the total experience of community college students. At its annual convection, AGS awards scholarships to members who excel in academics, community service, or both.

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## **Articulation**

**AD/SS-103** (909) 384-4404

Articulation is the process of evaluating courses, or a sequence of courses, to determine whether a particular class offered at SBVC will meet the requirements for admission, transfer credit, general education, or major preparation at a university. This process ensures that classes taken at SBVC will be credited toward baccalaureate degree requirements when entering a university.



## **Associated Student Government**

**CC-215** (909) 387-1611

[valleycollege.edu/asg](http://valleycollege.edu/asg)

The Associated Student Government (ASG) is the official student government organization of San Bernardino Valley College, representing all SBVC students. The primary responsibility of ASG members is to represent student interests on college, district, and statewide committees. In addition, they plan and manage various ASG accounts, including the Student Body Center Fee Account, the Student Representation Fee Account and the General Account. Funds from these accounts are used to support various activities, lobbying efforts and Campus Center services and programs. Students can become active in ASG either by running for office during the Spring semester or by applying to be appointed to any vacant positions during the Fall semester. Appointments are at the discretion of the ASG President with Board of Senators ratification.



## Athletic Success Center (The Huddle)

**CTS-107** (909) 384-4427

[valleycollege.edu/huddle](http://valleycollege.edu/huddle)

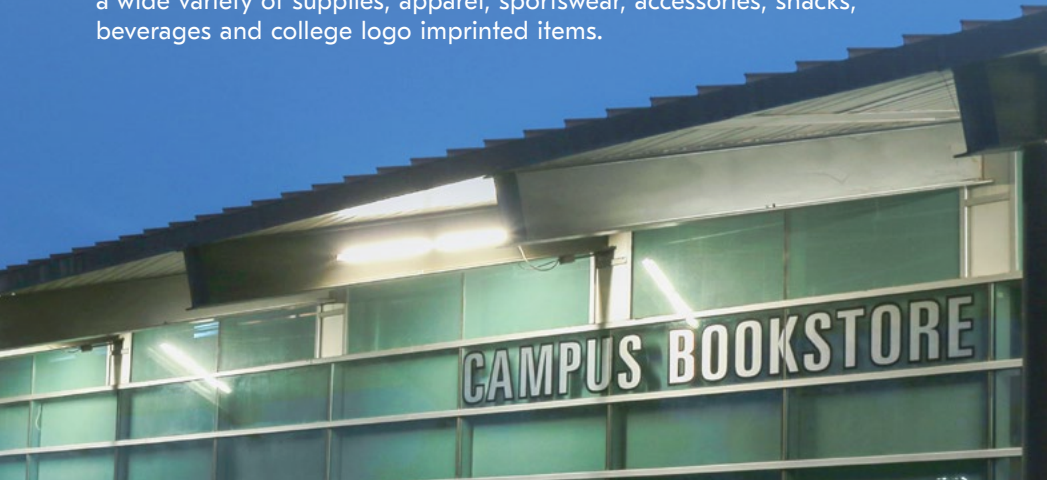
Athletic Counselors guide student-athletes according to their academic, career, and athletic goals. They educate, counsel student-athletes according to the NCAA/NAIA/COA eligibility and transfer rules. They also provide study skills, college applications, and career/major and time management workshops for the student-athlete population.

## Bookstore

**Campus Center, First Floor** (909) 384-4435

[bkstr.com/sbvccstore](http://bkstr.com/sbvccstore)

The Bookstore sells course textbooks, general books, electronics and a wide variety of supplies, apparel, sportswear, accessories, snacks, beverages and college logo imprinted items.



## Cafeteria

**CC-161** (909) 384-8746 (Phone Orders)

Erik Morden at [emorden@valleycollege.edu](mailto:emorden@valleycollege.edu) • 909-384-8671

[valleycollege.edu/cafeteria](http://valleycollege.edu/cafeteria)

The Cafeteria, aka The Valley Grill, is located on the main floor of the Campus Center. Our dining hall offers a place where students can collegially network and connect. Enjoy a variety of food and beverage choices conveniently without having to leave the campus. For a quick bite before class, the Cafeteria offers a wide selection of hot and ready meals, grab-and-go sandwiches, chips, granola bars, trail mix, candy bars, and cold beverages to keep you hydrated and alert. Prepackaged snacks and drinks are also available at our Snack Bar, conveniently located in the first floor Physical Science Building. We have breakfast burritos, omelets, pancakes, and freshly brewed coffee available before 10:30 am for early risers. Looking for something hearty during a study break? Place an order at the grill for our famous Wolverine Burger, Tuna Melt, or Carne Asada Fries. On the lighter side, we have made-to-order salads, lettuce wraps, freshly sliced fruit cups, and yogurt parfaits. We go out of our way to have something for all appetites. Snacks and beverages can also be purchased around the clock at vending machines located throughout campus.

## CaIWORKs

**CC-208** (909) 384-4429

Shalita Tillman at [stillman@valleycollege.edu](mailto:stillman@valleycollege.edu)

[valleycollege.edu/calworks](http://valleycollege.edu/calworks)

CaIWORKs is designed to assist students receiving County CaIWORKs enhance and achieve educational goals and employment self-sufficiency. Qualified students are eligible to receive the following services: book vouchers, book loans, access to a computer lab, parking permit decal, gas cards, childcare assistance, educational counseling, and employment assistance.

## Campus Business Office (CBO)

AD/SS-206 (909) 384-4453

[valleycollege.edu/cbo](http://valleycollege.edu/cbo)

Hours:

**Monday - Thursday** 8:15 a.m. to 4:45 p.m.

**Friday** 8:15 a.m. to 4:30 p.m.

This office processes deposits for ASB and Club and Trust accounts; distributes financial aid, scholarship, care and loan checks to students; sells parking permits and receives payment for parking citations. Pay your parking citation online at [paymycite.com](http://paymycite.com)

## Campus Technology Services

(909) 384-4357

[helpdesk@valleycollege.edu](mailto:helpdesk@valleycollege.edu)

[stac.valleycollege.edu](http://stac.valleycollege.edu)

The Campus Technology Services Department manages the technology systems and provides technology support services for the campus community. The SBCCD Technical Assistance Center (STAC) provides 24/7 technical support.

### Copiers (for student use): 10 cents

### Features:

- Library
- Student Success Center (PS-121)
- Printing from your flash drive
- Scan to your flash drive
- Scan to your email
- B/W and color copies

### Printers (for student use): 20 cents

- Library
- Cyber Lounge
- Welcome Center (AD/SS-102)



## Child Development Center

(909) 384-4440

Wallace Johnson at [wjohnson@valleycollege.edu](mailto:wjohnson@valleycollege.edu)

[valleycollege.edu/childcenter](http://valleycollege.edu/childcenter)

Hours:

**Monday - Friday** 7 a.m. to 4 p.m.

The SBVC Child Development Center (CDC) is a licensed facility designed to meet the developmental needs of children from birth through pre-kindergarten. The environment nurtures the child and embraces the family. The CDC has an open door policy and encourages all families to participate in the Center. Fees are assessed on a sliding scale (according to state guidelines), and can range from \$0 to \$34 per day, depending on income of the parent(s). Call for a tour of the Center and further eligibility and enrollment information.



## ***Complaints or Grievance Grade Appeal Process***

Students are encouraged to resolve complaints at the appropriate level of the dispute. Any student complaint about a grade, and instructor, or a course should be first made to the instructor involved. However, should this approach fail or be inappropriate, students may submit a written complaint through the Faculty Chair or the Academic Dean. Once received, the complaint will be forwarded to the appropriate college official for review. For more information on the student complaint process, please refer to the San Bernardino Community College District Board Policies by visiting [valleycollege.edu/districtpolicies](http://valleycollege.edu/districtpolicies) or the SBVC Catalog.

A student may submit a grievance to any manager or employee or any employee in any area for delivery to the Vice President of Student Services who will assess which manager or vice president is to oversee the grievance process.



## ***Counseling Center***

**AD/SS-103** (909) 384-4404

[valleycollege.edu/counseling](http://valleycollege.edu/counseling)

Counselors are available to assist students in making informed decisions about their academic, career, and life goals. Additionally, counselors help students select the courses needed to meet the requirements for associate and associate-transfer degrees, certificates, university transfer, and career advancement.

*Varieties of services are available through the Counseling Center that include but are not limited to:*

- ✓ Educational and career planning including the development of students' abbreviated and comprehensive education plans
- ✓ Appointments for abbreviated education plan for one to two semesters to accommodate immediate scheduling needs. Due to the influx of students during registration periods, it is highly recommended that appointments for comprehensive education plans be made during non-peak registration periods in September until mid-October, February, and March. Note that the comprehensive education plan covers all semesters required for the achievement of the student's educational goals.
- ✓ Personal counseling to meet the short-term needs of students with personal concerns that impact their academic life
- ✓ International student counseling to meet specialized enrollment and counseling needs of F-1 visa students
- ✓ Comprehensive counseling for various special populations & learning communities, such as Puente, Veterans, and athletes.





## ***Disabled Student Programs and Services (DSPS)***

**AD/SS-105** (909) 384-4443

### **Video Phone For Deaf and Hard-of-Hearing**

(909) 332-5877 | [dsps@valleycollege.edu](mailto:dsps@valleycollege.edu)

[valleycollege.edu/dsps](http://valleycollege.edu/dsps)

Students with permanent or temporary disabilities may apply for DSPS. Decisions regarding eligibility are made on an individual basis. DSPS provides academic adjustments, auxiliary devices, services, and educational assistance courses to students with disabilities in order to ensure that they have full access to and equal participation in the educational process including classes, activities, or services offered to students without disabilities. Services include DSPS intake and orientation, learning disabilities assessment, academic counseling/advising, education planning, disability related counseling, personal counseling, vocational counseling, vocational plans, referral to campus and community resources, note takers, campus orientation, priority registration, registration assistance, assistive technology assessment and training, scribes, e-text, and test-facilitation. Educational assistance courses provide specialized instruction and tutoring in math, reading, and spelling.



## ***Dreamers Resource Center (DRC)***

**LA-121** (909) 384-8915

[dreamers@valleycollege.edu](mailto:dreamers@valleycollege.edu)

[valleycollege.edu/dreamers](http://valleycollege.edu/dreamers)

The DRC is designed to improve student success and help successfully transition Undocumented/AB 540/Dreamer/DACA students into college. The center provides academic advising, counseling, referrals to student services programs, peer-to-peer advising and community legal resources in a welcoming and safe environment where undocumented students can connect with campus and community resources. Bilingual services are available (English and Spanish). *Hablamos español.*

## ***English as a Second Language Program (ESL)***

**LA-201** (909) 387-1617

[valleycollege.edu/ESL](http://valleycollege.edu/ESL)

The series of classes in this program are designed to teach English language learners the fundamental skills of grammar and composition that are necessary to achieve success in mainstream English courses.



## ***Extended Opportunities Programs & Services (EOPS)/ Cooperative Agencies Resources for Education (CARE)***

**AD/SS-202** (909) 384-4403

[eopsdepartment@valleycollege.edu](mailto:eopsdepartment@valleycollege.edu)

The EOPS/CARE office provides services to students who qualify with specialized assistance. Qualified economically, educationally, or culturally disadvantaged students can receive personal and academic counseling, book services, tutoring, priority registration, transfer assistance, and special activities and workshops. Applications are accepted in April for fall semester and September for spring semester.



## ***Financial Aid***

**AD/SS-106** (909) 384-4403

[faid@valleycollege.edu](mailto:faid@valleycollege.edu)

[valleycollege.edu/financialaid](http://valleycollege.edu/financialaid)

The Financial Aid Office offers programs to provide assistance for students with documented need who might not otherwise be able to attend. It is important that students apply for the Free Application for Federal Student Aid (FAFSA) by the priority deadline of March 2nd of each year. Financial aid awards are limited to availability of funds and are awarded on a first-come, first-served basis with priority given to students with the greatest need who apply by the priority deadline of March 2nd. Students may still apply after March 2nd, however processing of the financial aid applications may take significantly longer the later the application is submitted. To check the status of your financial aid application you must visit WebAdvisor or come in to speak to a financial aid representative.



## ***First Year Experience Program (FYE)***

**LA-139** (909) 384-8988

Heather Johnson at [hjohnson@valleycollege.edu](mailto:hjohnson@valleycollege.edu)

[valleycollege.edu/fye](http://valleycollege.edu/fye)

The San Bernardino Valley College First Year Experience (FYE) program is designed to successfully transition first year and reentry students into college. We welcome part-time and full-time students that are returning to college or are entering college for the first time. We understand how challenging college can be and we are here to support you while you navigate this journey.

We welcome students that are entering SBVC from all Adult Education Schools, Job Corps and continuation high schools!



## ***The Free College Promise Program***

**LA 118 & LA 116** (909) 384-8988 or (909) 384-8592

[valleycollege.edu/fye](http://valleycollege.edu/fye)

The Free College Promise program is supporting the second cohort of students to attend full-time at Crafton Hills College and San Bernardino Valley College and finish in two years.

**In addition to two years of free tuition, the SBCCD Promise students will receive:**

- ✓ Priority class registration so they can finish college in two years
- ✓ Individualized student support and advising

**Program expectations:**

- ✓ Attend Crafton Hills College or San Bernardino Valley College as a full-time student
- ✓ Complete two workshops
- ✓ Complete two counseling appointments with Promise Counselors

## Guardian Scholars (Foster Youth Services)

LA-133 (909) 384-8287

Rosemary Rivera-Reza at [rrivera@valleycollege.edu](mailto:rrivera@valleycollege.edu) or  
Evelyn Luna at [eluna@valleycollege.edu](mailto:eluna@valleycollege.edu)

[valleycollege.edu/guardianscholars](http://valleycollege.edu/guardianscholars)

The Guardian Scholars Program is designed to assist students between the ages of 18 years and 24 years of age, who are currently or were formerly in foster care, with the pursuit of a postsecondary education.

This office acts as a resource for the many unanswered questions a foster youth may have by providing:

- ✓ Assistance and/or directions in completing all college admission paperwork and financial aid forms
- ✓ Exploration and development of educational goal planning
- ✓ Obtaining the necessary documentation to verify students are or were in foster care
- ✓ Purchasing of school supplies, backpacks, food & snacks, textbook purchases or textbook loans, and computer lab printing
- ✓ Referrals to foster liaisons in each student services office

## Health Science/ Nursing Skills Lab

HLS-129 & 130 (909) 384-8675

Students enrolled in Nursing, Psychiatric Technology, or Pharmacy Technology programs can participate in tutoring services provided by this resource center. The hours of availability are posted in the lobby.



## High Tech Center

LA-105 (909) 384-8543

Ana Bojorquez at [abojorqu@valleycollege.edu](mailto:abojorqu@valleycollege.edu)

[valleycollege.edu/hightechcenter](http://valleycollege.edu/hightechcenter)

The Disabled Student Programs & Services - High Tech Center supports students, faculty, and staff, in the use of specialized systems that assist with reading, writing, and studying. Students with disabilities may use programs that meet best practices of Universal Design for Learning. All students with a disability that are accepted into DSPS are eligible to use the High Tech Center.

### Services include:

- ✓ Assistance to current and future DSPS students with CCC application, FAFSA application, and course registration processes
- ✓ Tutorial assistance to access WebAdvisor and Online Orientation
- ✓ Access to computer use & assistive technology for academic work
- ✓ Tutorial assistance both group and individual as accommodations require in Assistive Technology
- ✓ Alternate Media Conversion of text books, classroom print materials into electronic text, Braille, large print & other formats
- ✓ Test text conversion in alternate media
- ✓ Accessible furniture, including height adjustable tables, ergonomic chairs, and keyboards
- ✓ Quiet, stress-reduced environment to support and enhance educational objectives

## Honors Program

**AD/SS-203** (909) 384-8658 or (909) 384-8613

Ed Gomez at [egomez@valleycollege.edu](mailto:egomez@valleycollege.edu) or  
Botra Moeung at [bmoeung@valleycollege.edu](mailto:bmoeung@valleycollege.edu)

[valleycollege.edu/honors-program](http://valleycollege.edu/honors-program)

The mission of the Honors Program is to provide students with a learning experience that enhances student's critical reading, writing, and thinking abilities to prepare them for transfer to four-year universities. Admissions to the Honors Program is open to all students. Students must complete a minimum of 15 units of honors classes; and maintain and graduate with an overall 3.5 GPA in all college coursework. Students who complete the Honors Program will receive a special seal on their transcripts and diploma, a gold tassel and sash for graduation and an Honors Program medallion.



## International Student Services

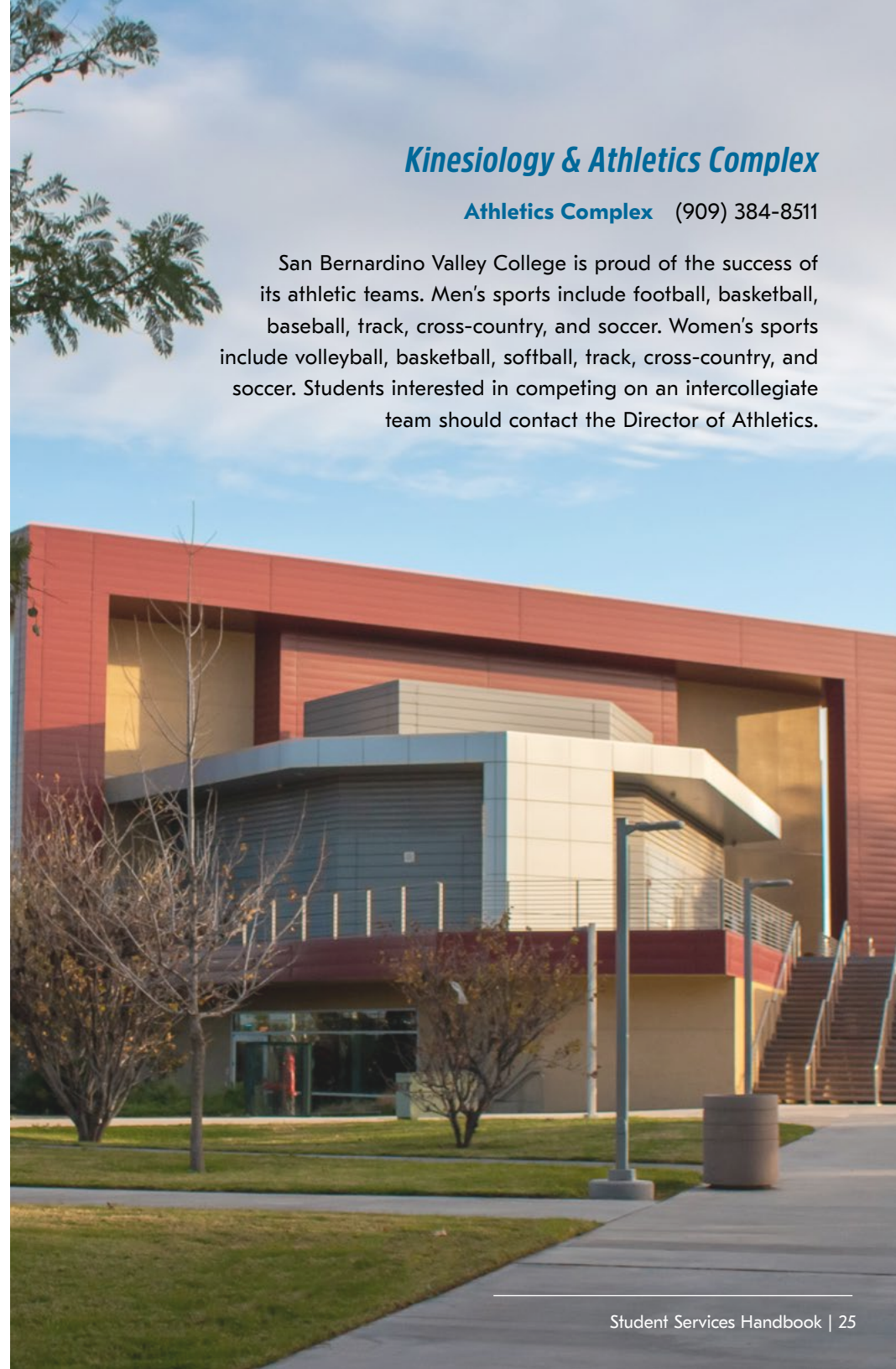
**AD/SS-103** (909) 384-4404

San Bernardino Valley College is approved by the U.S. Citizenship and Immigration Services (USCIS) to admit non-immigrant international students for the purposes of earning an AA/AS Degree or who are preparing to transfer to a four-year institution. Please refer to the San Bernardino Valley College Catalog for additional information.

## Kinesiology & Athletics Complex

**Athletics Complex** (909) 384-8511

San Bernardino Valley College is proud of the success of its athletic teams. Men's sports include football, basketball, baseball, track, cross-country, and soccer. Women's sports include volleyball, basketball, softball, track, cross-country, and soccer. Students interested in competing on an intercollegiate team should contact the Director of Athletics.





## Library

(909) 384-4448

[svclibrary@valleycollege.edu](mailto:svclibrary@valleycollege.edu)

[library.valleycollege.edu](http://library.valleycollege.edu)

The SBVC Library provides resources that equitably serve students, faculty, and staff in a safe environment, both in-person and online! The library houses a collection of over 70,000 books and magazines to support the curricular and research needs of students. [Research Guides](#) provides electronic resources and access to information. Ebooks, articles (scholarly, academic, peer-reviewed), magazines, newspapers, film and video, reference books, dissertations, and more are available! A [How-To-Search Research Guide](#) allows students to begin their research, while screenshots and short videos aid in finding information. Most Research Guides offer focused search widgets directing the researcher to specifically chosen databases that bring relevant results.

Faculty librarians provide one-on-one research assistance through Drop-In Zoom, on-campus Reference Desk assistance, orientations, workshops, and information literacy instruction. Additionally, the library participates in the Ask-A-Librarian online chat reference service, 24/7.

The library houses a large computer lab for currently enrolled students. Printers and photocopiers are available at a minimal charge. Computer Technicians are available to provide basic technical support, and friendly library staff assist patrons at the Circulation Desks. Study areas are spread out throughout the building.

## MESA Program

(909) 384-8653

Jennifer Bjerke at [jbjerke@valleycollege.edu](mailto:jbjerke@valleycollege.edu) • (909) 741-3870

[sbvcstem.org/mesa](http://sbvcstem.org/mesa)

The Mathematics, Engineering, and Science Achievement (MESA) program supports students pursuing science, engineering, and mathematics degrees requiring the completion of calculus or higher math courses. It is a rigorous academic program that builds an academic peer community to increase student support and motivation. MESA produces a diverse population of transfer-ready students who will continue their educational journeys in four-year institutions and successfully attain math, engineering, and science degrees. MESA members benefit from academic and career counseling throughout the year, academic and leadership workshops, field trips, transfer preparation, scholarship application support, opportunities to develop professional relationships with faculty and peers, and help finding and applying to summer research and internship opportunities.

## “Open Use” Computer Lab

LA-203 (909) 384-4439

This student open use computer lab is available for independent computer users. Hours of operation are Monday through Friday 8:00am to 4:30pm. Saturday 10:00am-3:00pm. Students must have a student ID card.



## Puente Project

(909) 384-8255

Alma Guadalupe Lopez at (909) 384-8614 [alopez@valleycollege.edu](mailto:alopez@valleycollege.edu)  
or Elizabeth Bañuelos at (909) 384-8979 [ebanuelos@valleycollege.edu](mailto:ebanuelos@valleycollege.edu)

[valleycollege.edu/puente](http://valleycollege.edu/puente)

The mission of the Puente Project is not only to increase the number of educationally underserved and underrepresented students who enroll and earn degrees in four-year colleges and universities, but to also increase the number of those who return to the community as leaders and mentors in service of succeeding generations. Puente is open to ALL interested students. Puente is an academic, counseling, and mentoring program supporting students as they build the skills necessary for success in both academic and career goals while at San Bernardino Valley College. Students in Puente work closely with their counselor, English instructor, and mentor to prepare for transfer to four-year colleges and universities.



## Scholarships and Awards Office

CC-226 (909) 384-4471

[valleycollege.edu/scholarships](http://valleycollege.edu/scholarships)

Scholarships are offered each year to students enrolled at San Bernardino Valley College and detailed information is available to students year-round at the SBVC scholarship website. There are two types of scholarships available to students, SBVC Foundation Scholarships and outside scholarships. Most scholarships are funded through businesses, associations and college organizations; however, some are funded through individual donations to the SBVC Foundation. Scholarship recipients are selected based on a wide variety of criteria including, in some cases, academic achievement, financial need, community service, and barriers or obstacles to their education.



The Scholarships Office administers the program in conjunction with the SBVC Scholarship Committee, which is composed of faculty and staff from across the campus. Students who have completed 12 units or more at SBVC may apply for an SBVC Foundation Scholarship, which includes over 100 individual scholarships by completing the online application between October and January each year. Outside scholarship information is available 12 months out of the year, and scholarship workshops are available to assist students with the process. Scholarship workshops are especially helpful for first time applicants and specialized populations such as AB540, disabled students, foster youth, transfer students, re-entry students, and other students facing challenges to funding their education. Students are advised to check the website monthly for workshop schedules, updates and new scholarship postings.

## Sexual Harassment and Unlawful Discrimination Title IX

(909) 384-4404

San Bernardino Community College District does not discriminate on the basis of age, color, creed, religion, disability, marital status, veteran status, national origin, race, sex, sexual orientation, gender identity or gender expression. The college has a detailed Title IX brochure, which is available on our website by visiting [valleycollege.edu/titleix](http://valleycollege.edu/titleix).

## STAR Program

**AD/SS-201** (909) 384-4433

[valleycollege.edu/star](http://valleycollege.edu/star)

The STAR (Success through Achievement and Retention) program is a federal Student Support Services TRIO program designed to increase the graduation and transfer rate of students who qualify based on academic need, citizenship status, first generation college student status, and/or physical or learning disability. The purpose of STAR is to provide a counseling and learning support community that will empower students to complete their educational degree and/or certificate requirements and obtain an AA, AS, Certificate and/or transfer. Participants receive academic and personal counseling, academic workshops, transfer advising, tutoring, financial aid counseling, field trips to four-year universities, and an opportunity to attend cultural enrichment activities.



## STEM Program

**PS-138 & 140** (909) 384-4463

[sbvcstem.org](http://sbvcstem.org)

The STEM (Science, Technology, Engineering and Mathematics) program is housed under the Student Success Center. The program is designed to assist low income and other traditionally underrepresented students and prepare them to pursue diverse careers in various STEM fields. It assists students in Math and Science courses and prepares them to transfer to four-year universities.

### *The benefits of the program include:*

- ✓ Petition-Granted Accelerated Math Cohort Courses (962, 090-095, 095-102, 103-151)
- ✓ S-STEM Scholarships to CSUSB
- ✓ Specialized Workshops, Events, and Field Trips
- ✓ Instructor led Ted-Talks and Math and Science Mentors
- ✓ Dedicated Counseling for STEM Majors
- ✓ Mid-term and Final Pizza Study Jams





## Student Health Services

**SHS-100** (909) 384-4495

[valleycollege.edu/shs](http://valleycollege.edu/shs)

Student Health Services (SHS) provides services to keep students healthy so they can achieve their academic goals. SHS has a variety of skilled clinicians available to students through our integrated services providing both mental and physical health services. Educational experiences are also provided to support students in developing and maintaining optimal levels of health and quality of life. There is no charge for office visits, however a nominal fee is charged for medication, lab tests, and immunizations. A Health and Accident fee is paid at the time of registration and supports the Student Health Services. The amount of this fee is posted in the class schedule. In addition to the health fee, international students attending SBVC on a student visa must purchase international insurance through the Counseling Center, which covers repatriation and medical evacuation expenses in addition to medical coverage. They must also provide a negative tuberculin skin test or a chest X-ray.



## Student Life

**CC-128** (909) 384-4474

[valleycollege.edu/studentlife](http://valleycollege.edu/studentlife)

The Office of Student Life assumes a leadership role in creating a campus environment that integrates the learning experience, which complements the academic curriculum. Programs and services are provided to enhance students' ability to learn and develop the life skills necessary to become productive and caring members of our global society. Student participation in the design and implementation of campus wide programs provides opportunities to develop and enhance characteristics of leadership, interpersonal skills, and personal growth. The office provides structured activities, programs, services, resources, and facilities to accomplish this mission.





## Student Success Center

**PS-121** (909) 384-4463

[valleycollege.edu/successcenter](http://valleycollege.edu/successcenter)

### Hours:

Monday - Thursday 9:00 a.m. to 7:00 p.m.

Friday - Saturday 9:00 a.m. to 3:00 p.m.

The Student Success Center (SSC) provides academic support services that enhances the college learning experience through a variety of academic assistance programs including one-on-one tutoring, group tutoring, and workshops. The SSC offers tutoring in a variety of subjects including areas of mathematics, science, and computer information technology. Tutors work with students on learning styles, learning strategies, test-taking strategies, and other skills designed to help students stay on the road of academic success. The SSC academic support staff at SBVC takes special care to empower students with learning strategies and skills needed to become independent learners and strive to deliver those services in an atmosphere that promotes academic growth. These programs are free to students and have demonstrated a positive impact on student academic success.

## Technical Learning Center/Lab

**T-100** (909) 384-4451

The resources in this learning center are designed to support San Bernardino Valley College students enrolled in the Technical Division courses. Computers are available for students.



## Transfer and Career Services

**AD/SS-203** (909) 384-4410

[transctr@valleycollege.edu](mailto:transctr@valleycollege.edu)

[valleycollege.edu/transfer](http://valleycollege.edu/transfer)

The Transfer Center is open to students planning to transfer to any four-year college or university and/or seeking career counseling and information.

### The center provides the following transfer services:

- ✓ Appointments to see a four-year college or university representative
- ✓ Transfer counseling & honors counseling
- ✓ Workshops on admissions and online application process
- ✓ Financial aid information relative to transfer institutions and requirements
- ✓ Field trips to four-year institutions
- ✓ Transfer workshops & transfer orientation sessions
- ✓ Assistance with major selection
- ✓ Credit evaluations & transfer agreements
- ✓ A monthly calendar of events

[\(continued on next page\)](#)



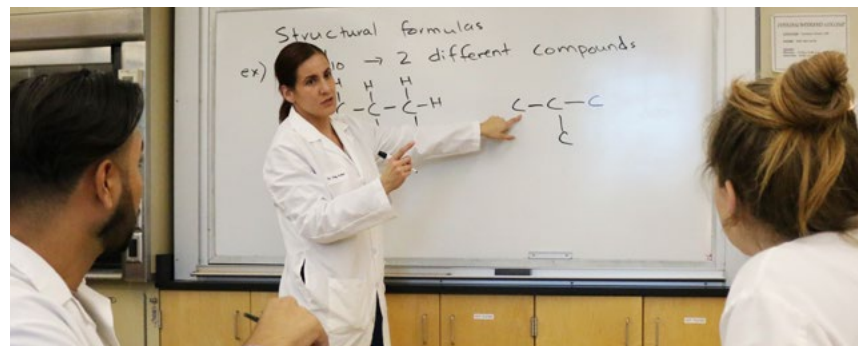
**Several times a year, transfer/college fairs are held. Stop by the center to learn more about special programs, such as TAP, TAG and Cross Enrollment.**

Transfer materials can be requested from the Transfer Center. Career counseling is available to assist students with career development and planning, and resources that assist students with identifying career goals that will prepare students to meet the demands of the global job market place. The assessment serves as a tool to enhance the students' process of discovering what their major should be as it relates to a career. Multiple career assessments are available. The various assessments focus on personality, interest, abilities and skills. Please call to schedule an appointment with a counselor.



## TUTORING & ACADEMIC SUPPORT

[valleycollege.edu/tutoring](http://valleycollege.edu/tutoring)



### Tutoring Center

**LA-206** (909) 384-8258

The Tutoring Center is here to help you succeed at San Bernardino Valley College by providing academic support and tutoring in multiple subjects. We take special care to empower students with learning strategies and skills needed to become independent learners on the path towards academic success!

### Math and Science Success Center

**PS-121** (909) 384-4463

The Math and Science Success Center is here to help you succeed at San Bernardino Valley College by providing academic support and tutoring in for math 141, 151, 250, 251, 252, 265, and 266. We also provide tutoring for biology, chemistry, physics, CIS, CIT, and more! Please call for our most current information. We take special care to empower students with learning strategies and skills needed to become independent learners on the path towards academic success!



## Supplemental Instruction (S.I.) Across the Disciplines

**LA-206** (909) 384-4439

Supplemental Instruction (SI) is an academic assistance program that utilizes peer-assisted study sessions. SI sessions are regularly-scheduled, informal review sessions in which students compare notes, discuss readings, develop organizational tools, and predict test items. Students learn how to integrate course content and study skills while working together. The sessions are facilitated by “SI leaders”, students who have previously done well in the course and who attend all class lectures, take notes, and act as model students. The purpose for SI includes:

- ✓ To increase retention within targeted historically difficult courses
- ✓ To improve student grades in targeted historically difficult courses
- ✓ To increase the graduation rates of students



## Umoja-Tumaini Program

**AD/SS-203 & PS-138** (909) 384-8950 or (909) 384-8651

[valleycollege.edu/tumaini](http://valleycollege.edu/tumaini)

Umoja-Tumaini is a statewide program designed to increase academic and personal success, and promote transfer to four-year colleges and universities. Umoja-Tumaini targets students who are interested in learning about African American history, literature, and culture. Umoja-Tumaini instructors and counselors use collaborative and other community building strategies to enhance students’ learning potential in and out of the classroom. The program is a learning community and combines elements of counseling and other courses (Student Development, Math and African American History) to assist students with the rigors of college life. The mission of Umoja-Tumaini is to retain students at the community college level, assist students in graduating with an associate degree or certificate, and increase transfer readiness to a four-year college or university.



## Veterans Resource Center

**CC-133** (909) 384-4411

[valleycollege.edu/vrc](http://valleycollege.edu/vrc)

The Veterans Resource Center (VRC) assists veterans for the following benefit programs:

<b>Chapter 30</b>	Active Duty Educational Assistance Program	<b>Chapter 35</b>	Survivors and Dependents Educational Assistance Program
<b>Chapter 31</b>	Veteran's Administration Vocational Rehabilitation	<b>Chapter 1606</b>	Selected Reserve Educational Assistance Program
<b>Chapter 33</b>	Post-9/11 GI Bill	<b>Chapter 1607</b>	Reserve Educational Assistance Program (REAP)
<b>Chapter 33TR</b>	Post-9/11 GI Bill Transfer to VA Dependents		

The VRC also provides access to counselors, computers, printing, and holds events every semester.



## Welcome Center

**AD/SS-102** (909) 384-8766

[valleycollege.edu/welcome](http://valleycollege.edu/welcome)

The Welcome Center is a one-stop location where new and prospective students can find information about the college's academic programs, access to computers, and directions to various student support services on campus. Students can also get quick access to class schedules, registration information, and a variety of campus publications such as the student handbook, maps and the college catalog.



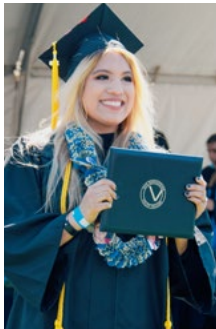
## Workability III

**CC-208** (909) 384-4429

Shalita Tillman at [stillman@valleycollege.edu](mailto:stillman@valleycollege.edu)

[valleycollege.edu/workability](http://valleycollege.edu/workability)

Workability III (WAIll) is a collaborative program between San Bernardino Valley College and the State of California Department of Rehabilitation (DOR). The program's objective is to assist DOR clients/students develop employability skills and confidence. Clients/students will receive guidance in securing meaningful employment opportunities. The overall goal is "self-sufficiency". For more information, or to enroll in the Workability III Program, call or visit the CalWORKs & Workforce Development Department.



## **Workforce Innovation & Opportunity Act (WIOA)/Employment Development Department (EDD)**

(909) 384-4429

Shalita Tillman at [stillman@valleycollege.edu](mailto:stillman@valleycollege.edu)

The Workforce Innovation & Opportunity Act (WIOA) and the Employment Development Department (EDD) in collaboration with San Bernardino Valley College provides educational support services and occupational skills to prepare students to enter or reenter the workforce. For more information, please call or visit the CalWORKs & Workforce Development Department.



## **Writing Center**

**LA-201** (909) 384-4464

[valleycollege.edu/writingcenter](http://valleycollege.edu/writingcenter)

The Writing Center helps students at all levels and from all disciplines improve their writing. The center houses an experienced staff of writing consultants who are available for one-on-one writing meetings with students. In addition, the Center offers ESL conversation groups that meet weekly to explore language issues that challenge non-native speakers of English and schedules workshops through the year that focus on various aspects of the writing process. For more information, or to schedule an appointment with a writing consultant, call or visit the Writing Center.



## **Zero Textbook Cost Degree Program (Z Degree)**

**PS-116** (909) 384-8653

[valleycollege.edu/zdegree](http://valleycollege.edu/zdegree)

This program is designed to improve student success by providing students access to a textbook-free Associate of Arts (AA) degree in Liberal Arts with an emphasis in Social and Behavioral Sciences. Zero Textbook Cost Degree program (Z Degree) is one of the Open Educational Resources (OER) initiatives to improve teaching, learning and accessibility for all learners at California Higher Education institutions. San Bernardino Valley College is one of 20 California community colleges to be awarded the Implementation Phase II RFA for 2017/2018. The Z Degree Pathway is earned entirely by completing courses that eliminate conventional textbook costs by using alternative instructional materials and methodologies, including open educational resources (OER) (Definition by CA Education Code Section 78052(a)).

The course sections in this AA degree exclusively use digital or other instructional materials that are free of charge. However, low-cost options for print versions may also be available, based on student preference. In addition, a dedicated counselor will provide academic support and resources to assist students in successful degree completion. Please refer to page 25 of the catalog for degree information.



San Bernardino  
Valley College

[valleycollege.edu](http://valleycollege.edu)

## **MISSION**

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

## **INTERIM PRESIDENT**

Dr. Scott Thayer,  
San Bernardino Valley College

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