

# Welcome to Los Angeles City College Spring Registration Feb. 6th through Feb. 16th.

## STUDENT ASSISTANCE CENTER (AD 105)..... 1

- Applications and Student ID's
- Computers (Student Information Only)
- Class Schedules and General Information
- Class Room Changes

## ADMISSION (AD 100)..... 2

- Add & Drop Classes
- Request Transcripts

## ASSESSMENT OFFICE (AD 103)..... 3

- Sign-up for Assessment test
- Schedule of Counseling/Orientations

## CUB CENTER: ..... 4

- Associated Student Org. (ASO)
- Class Room Changes, Bookstore, Tully Coffee
- Open Class List, ATM, International Student Office
- Drop Classes (On-Line), Office of Student Life
- Computers (Student Information Only)

## COUNSELING..... 5

- Prerequisite
- Quick Questions
- Class Room Changes

## BUSINESS OFFICE (AD 111)..... 6

- Pay Fees (parking, enrollment)
- ATM

## FINANCIAL AID OFFICE (SSV 117) ..... 7

- Fee Waiver & FAFSA
- Fast Lab (FAFSA), Higher One

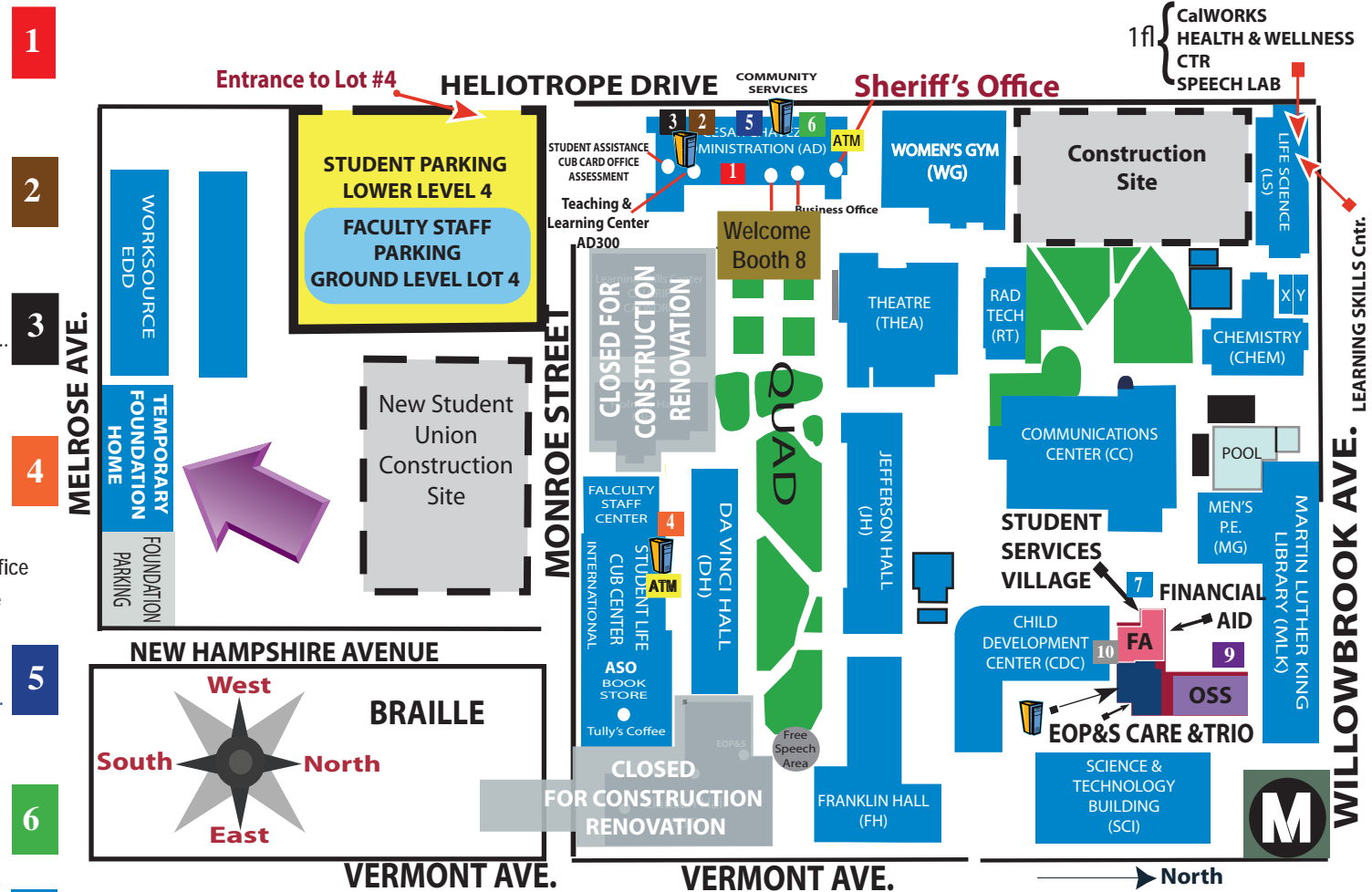
## WELCOME BOOTH ..... 8

- Open Classes/Closed Classes Information
- Class Activity info (ASO)
- Class Room Changes

## KIOSKS..... 9

- Student Information

## OFFICE OF SPECIAL SERVICES (S SV 100) ..... 9



**CITY COLLEGE @ WILSHIRE**  
 3020 Wilshire Blvd. On the corner of  
 Wilshire Blvd. and Wilshire Place  
 2nd Floor 323-953-4000 ext 2230



**LOS ANGELES COMMUNITY COLLEGE N.E.**  
 VAN DE KAMP's (VDK)  
 2930 Fletcher Drive  
 Los Angeles, CA 90065  
 2nd Floor 323-953-4000 ext 3534

LACC  
 Northeast  
 Campus  
 VDK

So. VIRGIL

FLETCHER

Add and Drop Classes at Vermont campus.

To reach a Campus Department, dial **323.953.4000** + the extension listed.  
 To contact **Sheriff's Office** from any campus phone, dial **#3** or **323.662.5319**

EOP&S (SSV 119) ..... 10

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Welcome Week Spring 2012 February 6<sup>th</sup> – February 16<sup>th</sup>

- Application process begins at Student Assistance Center, AD 105
  - Complete online admissions applications, use student computers and check class schedules/open class information
- Admissions Office
  - Add and drop classes, request transcripts
- Cub Center
  - Tully's Coffee Shop, Bookstore, International Student Center, Higher One, open class list, student computers
- Assessment Office AD 103
  - Make assessment, orientation and counseling appointments
- Business Office, AD 111
  - Pay student and parking fees
  - Standard parking in Lot 2 on Vermont across from Braille Institute
  - Preferred parking in Lot 1 on Vermont & Lot 3 on Heliotrope
  - ATM, Higher One
- Counseling, AD 108
  - Quick questions and prerequisite checks, unit limit petitions
- Last day to add classes Tuesday, Feb. 21
- Last day to drop classes with refund/no fee Tuesday, Feb. 21
- Last day to file for credit/no credit grades Friday, March 2
- Last day to drop classes without a "W" Sunday, March 4
- *Deadline dates for short-term class may vary*

**Extended office hours:**

Admissions, AD 100

Monday – Thursday 8:00 am - 7:30 pm  
 Friday 8:00 am - 4:00 pm  
 Saturday 9:00 am - 12:30 pm (2/4, 2/11, 2/25)

Business Office, AD 111

Monday - Thursday 8:00 am - 7:30 pm  
 Friday 8:00 am - 4:00 pm  
 Saturday 9:00 am - 1:00 pm (2/4, 2/11, 2/25)

Student Life, Cub Center

Monday –Thursday 8:00 am - 7:00 pm  
 Friday 8:00 am - 3:00 pm  
 First Week Only

City College on Wilshire (CCW) Non Credit Only

Monday - Thursday 8:00 am - 7:00 pm  
 Friday 8:00 am - 4:30 pm

Health Center, Life Science 101

Monday –Thursday 8:00 am - 6:00 pm  
 Friday 8:00 am - 12:00 pm

International Student Center, Cub Center

Monday – Thursday 8:00am – 4:00 pm  
 Friday 8:00 am – 3:00pm

EOPS Office, Village

Monday – Thursday 8:30 am – 6:30 pm  
 Friday 8:30 am – 4:00 pm

**February 6<sup>th</sup> – February 16<sup>th</sup>**

Assessment, AD 103

Monday 9:00 am – 6:00 pm  
 Tuesday 9:00am – 6:00pm  
 Wednesday 9:00 am – 7:00 pm  
 Thursday 12:00 pm - 6:00 pm  
 Friday 9:00 am - 2:00 pm

Counseling, AD 108

Monday – Thursday 8:30 am - 7:00 pm  
 Friday 8:30 am - 2:00 pm

Financial Aid, Village

Monday – Thursday 8:00 am - 6:30 pm  
 Friday 8:00 am - 4:00 pm  
 Saturday 9:00 am – 1:00 pm (2/4, 2/11, 2/25)

Office of Special Service, Village

Monday - Thursday 8:00 am – 4:30 pm  
 Friday 8:00 am – 2:30pm

Student Assistance Center, AD 105

Monday –Thursday 8:00 am - 4:30 pm  
 Friday 8:00 am - 4:00 pm  
 Saturday 9:00am – 12:00pm (2/4, 2/11)

Cub Center

Monday 1:00pm – 4:00pm  
 Tuesday - Thursday 10:30am – 1:30pm  
 Friday 8:30am – 11:30am

Bookstore, Cub Center

Monday – Thursday 7:30 am – 8:00 pm  
 Friday 7:30 am – 3:00 pm  
 Saturday 9:00 am - 1:00 pm (?)