



HIGHER EDUCATION CENTER AT OTAY MESA

SPRING 2010 STUDENT INFORMATION

Rev: 01.07.10

OFFICE HOURS	Monday – Thursday	7:45 a.m. – 6:30 p.m.
	Friday	7:45 a.m. – 4:15 p.m.
STUDENT SERVICES <i>(619) 216-6750, ext. 4401</i>	<ul style="list-style-type: none"> • Admissions & Records • Petitions 	<ul style="list-style-type: none"> • Cashiering/Fiscal Services • General Information
ASSESSMENT TESTS <i>(619) 216-6750, ext. 4403</i>	ESL, English, Reading & Mathematics	Inquire at Student Services Counter for schedule and to make appointments.
BOOKSTORE SERVICES <i>(619) 216-6750, ext. 4464</i> <i>Check bookstore bulletin board for expanded hours from Jan. 4 to Jan. 21</i>	Monday and Tuesday	9:30 a.m. – 1:30 p.m. 4:30 p.m. – 6:30 p.m.
	Wednesday and Thursday	9:30 a.m. – 1:30 p.m.
COMPUTER LAB HOURS <i>(619) 216-6750, ext. 4456</i>	Monday – Thursday	7:30 a.m. – 7:50 p.m.
	Friday	7:30 a.m. – 5:00 p.m.
	Saturday	7:30 a.m. – 12:00 p.m.
COUNSELING SERVICES <i>Appointments and walk-ins are available. Call (619) 216-6750, ext. 4403 to schedule an appointment.</i> <i>Maria Elena Solis, Counselor</i> <i>Felipe Ballon, Counselor</i>	<ul style="list-style-type: none"> • Academic • Career Assessment • Crisis/Personal Referrals • Orientations in English and Spanish 	<ul style="list-style-type: none"> • Student Education Plan • Semester by Semester • Transfer Admission Information • Vocational Counseling
DISABILITY SUPPORT SERVICES <i>DSS Counselor and referrals to Learning Disabilities Specialist</i> <i>Call (619) 216-6750, ext. 4403, to schedule an appointment.</i>	<ul style="list-style-type: none"> • Disability Counseling • Educational Planning • Disability Testing 	<ul style="list-style-type: none"> • Note Takers • Test Accommodations • Priority Registration
E.O.P.S. SERVICES <i>(619) 216-6750, ext. 4402</i> <i>Inquire at Student Services Counter</i>	<ul style="list-style-type: none"> • Priority Registration • Counseling Appointments • Progress Reports 	
FINANCIAL AID SERVICES <i>(619) 216-6750, ext. 4405 or 4406</i> <i>Inquire at Student Services Counter</i>	<ul style="list-style-type: none"> • General Information • Document intake • Scholarships and Loans • Student Employment Services 	

HEALTH SERVICES <i>Call (619) 216-6750, ext. 6758</i>	<ul style="list-style-type: none"> • Blood Pressure Testing • Health Counseling • Health Education Information • Pregnancy Testing • Referral Services • TB Skin Test 	Monday 4:00 p.m. – 6:45 p.m.
		Thursday 8:30 a.m. – 12:45 p.m.
LIBRARY SERVICES <i>Call (619) 216-6750, ext. 4477</i>	Monday and Thursday	12:00 p.m. – 6:30 p.m.
	Tuesday and Wednesday	7:30 a.m. – 5:00 p.m.
TUTORIAL SERVICES (January 25 to May 14) <i>Call (619) 216-6750, ext. 4401 for information or schedules</i>		
Mathematics (Career/Transfer Center - Room 4101)		
Wednesday		10:00 p.m. – 3:00 p.m.
Thursday		10:30 a.m. – 3:30 p.m.
Nursing (Nursing Skills Lab - Room 4402)		
Thursday and Friday		9:00 a.m. – 2:00 p.m.
Anatomy (Room 4421 – Science Laboratory)		
Wednesday		12:00 a.m. – 3:00 p.m.
Thursday		9:00 a.m. – 11:00 a.m.
Interdisciplinary Computer Lab (Open Computer Lab - Room 4424)		
	Monday and Wednesday	2:00 p.m. – 7:00 p.m.
	Tuesday and Thursday	10:00 a.m. – 6:30 p.m.
SIGNATURE PROGRAMS		
Search www.swccd.edu for your chosen “Academic Program” or call the following contact persons:		
EMT/PARAMEDIC/Fire Science <i>Karen Cook (619) 216-6760</i>	Monday – Friday	8:30 a.m. – 4:00 p.m.
International Business, Logistics and Community Development <i>Martha Jimenez (619) 216-6750 x 4411</i>	Monday – Thursday Friday	9:30 a.m. – 6:00 p.m. 7:45 a.m. – 4:15 p.m.
Nursing and Health Occupations Programs <i>Pat Kelly (619) 482-6352</i>	Monday – Friday	7:30 a.m. – 4:30 p.m.
Police Academy <i>Elizabeth Valdez (619) 482-6462</i>	Monday – Friday	8:00 a.m. – 4:30 p.m.



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