

February 2016



SOUTHWESTERN COLLEGE

# HECSY Newsletter

## Welcome to Spring 2016!

The staff at the Higher Education Center at San Ysidro (HECSY) welcome you to an exciting Spring semester!

To ensure you have a successful semester, we will highlight the Student Services available for you! Need help with the Add/Drop process? Or need to pay for classes? Stop by the Student Services/Front Counter located on the first floor. We can assist you with:



- ◆ Admissions & Records
- ◆ Cashier Services
- ◆ Parking Services
- ◆ Financial Aid
- ◆ EOPS
- ◆ Assessment

Please ensure that you are cleared for any library books past due, or other financial holds on your student account, in order to be able to add/crash any classes. If in doubt, stop by Student Services and let us check your account.

## Meet with a Counselor Today!

### HECSY Counselors



- ◆ Osvaldo Amezcua
- ◆ Diana Avila
- ◆ Kimi Rodriguez-McSwain

Counselors can help you develop a Student Education Plan (SEP).

*Appointments available  
Monday through Saturday*

### Disability Support Services

**Jaqueline Gardea**  
*Learning Disability Specialist*

**Monday**  
**12:30pm to 3:00pm**

*Schedule an appointment by calling  
(619)216-6790 Ext.4902*

### Personal Wellness Counseling

**By: Counselor Grace McKissick**

**Tuesdays**  
**3:30pm to 6:30pm**



**(Feb. 16th , March 1st & 15th, April 5th & 19th and May 3rd)**  
*To schedule an appointment please call (619) 216-9790 Ext. 4902,4903.*

# Grab a Spring 2016 Student Guide



This is THE most important guide to help you know what services and resources are available for you at HECSY:

- ◆ Student Services/Front Counter ◆ Counseling ◆ Assessment Test ◆ Counseling
- ◆ Financial Aid ◆ Disability Support Services ◆ Psychological Counseling ◆ Tutoring
- ◆ Library ◆ Computer Lab ◆ Health Services ◆ Administration.

You can pick up a Student Resource Guide at Student Services. They are also posted in all our bulletin boards in the classrooms and around the Center. Read it and be informed!

## Parking at HECSY

- ▶ Go to WebAdvisor  
<http://webadvisor.swccd.edu>
- ▶ Go to Academic profile
- ▶ Parking Permits
- ▶ Follow Credentials website
- ▶ Have your car registration and Credit/Debit card ready
- ▶ Print your temporary parking permit and place it on your dashboard.
- ▶ Permanent Parking permit will be mailed to you in 5 to 10 days



### Types of Parking Permits

Student	\$40
Eligible Financial Aid BOGFW	\$20
Lot "O" and "G"	\$30
Motorcycle	\$20

Please note that there are **NO REFUNDS** once you purchase your parking permit.

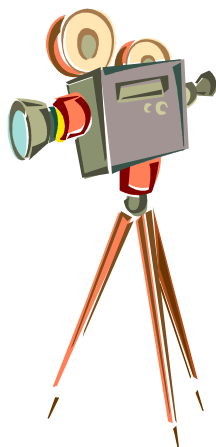
**Student parking lot** is located across the street north-east from HECSY. It is important to have a valid and visible parking permit displayed at all times. Please note that parking spaces around the building are designated for faculty and staff only.

**Parking meters** are for short-term visitors and are located in front of our main entrance.

**Off Site Parking** Using parking spaces from businesses such as Yum, Yum Donuts, the U.S. Post Office, Union Bank, etc. **is not permitted**. Your car can be towed and fines are up to \$400.

## Picture ID

Get your SWC picture ID  
Starting on February 16



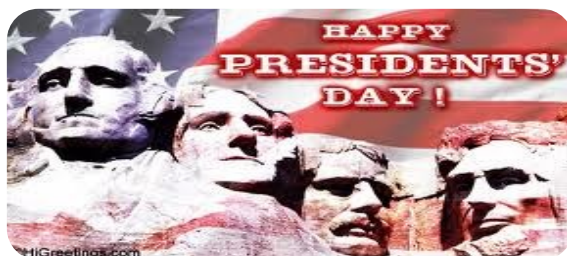
**Monday**  
8:00am to 4:30pm

**Tuesday to Friday**  
8:00am to 6:45pm

**Saturday**  
7:30am to 3:45pm

**First time ID - FREE**  
**Replacement - \$5**

*Please go to Student  
Services for your picture ID*



**HECSY will be closed from**

**Friday, February 12, 2016 to**

**Monday February 15, 2016**

**Hours of operation will resume on**

**Tuesday, February 16, 2016**

## Counseling Workshops



### Counseling

#### **Scholarship Essay Writing**

Thursday, February 11

12:00pm—1:00pm Room 5206

#### **Steps to Transfer**

Thursday, February 25

12:00pm—1:00pm Room 5206

*Presented by Osvaldo Amezcua, Academic Counselor*

*To sign-up, please call Student Services Office at (619) 216-6790 Ext. 4902, 4903.*

## Assessment

### **Assessment Test at HECSY**

English, Reading and Math  
Thursday, February 18 at 12pm  
Room 5201



English as a Second Language  
Thursday, February 26 at 10am  
Room 5208

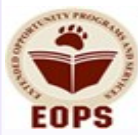
All testing is by appointment only. Please call Student Services to reserve a space (619) 216-6790

# Important Dates

<b>February 1</b>	Spring instruction begins for full-term and first 8-week session.
<b>February 1—15</b>	<p>Add/drop period / class change period.</p> <p>Last day to add classes on WebAdvisor. No late adds will be accepted. This Deadline is enforced.</p> <p>Last day to withdraw from a class without receiving a “W” grade. You may add classes with an add code or withdrawal from classes via WebAdvisor.</p> <p>Last day to withdraw from full semester classes and qualify for a full refund of enrollment fees and non-resident tuition .</p> <p>Last day to get a refund for Student Activities Stickers.</p>
<b>February 4</b>	Last day to receive a refund in the Bookstore without proof of drop. Original sales receipt required.
<b>February 6-10</b>	<p>Textbook refunds only with proof of drop an original sales receipt. Course materials textbooks subject to 10% restocking fee without proof of drop.</p>
<b>February 12-15</b>	Holiday—Presidents weekend.
<b>February 19</b>	Last day to file a petition for independent study.
<b>February 26</b>	Last day to file a petition for Pass/No pass.



## EOPS Timeline

 <p>EOPS students should meet with counselors to complete or update their Student Education Plan (SEP) and Semester by Semester (SXS) form.</p>	<p>Counseling appointments are booked two weeks in advance, so don't wait until the last day to schedule yours. Please call HECSY Student Services (619) 216-6790 Ext. 4902, 4903.</p>	<p><b>The following is the EOPS appointment timeline:</b></p> <p><b>1st Contact SEP/SxS update:</b> January 4th to March 11th</p> <p><b>2nd Contact (Progress Report)</b> March 14th to May 6th</p> <p><b>3rd contact (Exit Session)</b> May 9th to May 27th</p>
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