



STEP 8: ACCESS COLLEGE SERVICES AFTER YOU HAVE APPLIED

Visit the Cesar E. Chavez Building for assistance or the college website for a full list of student services in the following departments:

- **ASSESSMENT CENTER**—For basic skills placement testing and to clear prerequisites with courses and/or assessment completed at other colleges.
- **COUNSELING CENTER**—After the second week of the semester, schedule an individual appointment with a College counselor to develop your educational plan.
- **CAREER CENTER**—Learn more about career options and choose your major.
- **FIRST YEAR EXPERIENCE (FYE)**—Join with other new students to learn all about higher education and skills for success.
- **TRANSFER CENTER**—Learn how SWC prepares you for the university.
- **DISABILITY SUPPORT SERVICES**—For students needing assistance or wondering if the DSS Department can help improve your learning experience.
- **EOPS**—Apply for over-and-above college support, counseling and book service.
- **FINANCIAL AID OFFICE**—Provides assistance in applying for and receiving aid and scholarship information.
- **STUDENT EMPLOYMENT SERVICES**—Assistance in finding a part-time job or a career job once you have completed your training.
- **EVALUATIONS OFFICE**—Petition for graduation. Have other college transcripts evaluated for SWC credit.
- **VETERANS SERVICES**—Offers support if you are in the military, a veteran, or qualified member of the family.
- **RESOURCE CENTER**—Provides community resources to all students. (Visit Student Employment counter.)

Note: All of these services are available at the Chula Vista campus in the Cesar E. Chavez Building, Student Services Center, and most are available at all Center locations.

STUDENT SUCCESS AND SUPPORT PROGRAM

The Student Success and Support Program (SSSP) is a State of California categorically-funded program that assists in choosing, planning, and achieving educational and career goals. It is Southwestern College's way of supporting student's right to succeed in college.

SSSP is a partnership between the student and the College. SSSP college link: <http://www.swccd.edu/index.aspx?page=3322>

Southwestern College agrees to:

- Provide orientation services
- Evaluate English, math and reading skills – through assessments.
- Provide application and registration assistance.
- Provide access to counselors who can help plan your education.
- Monitor student progress and keep you informed about campus resources.

Student agrees to:

- Decide upon major and educational goal before completing 15 units.
- Participate in a required assessment session and orientation session (online or on campus).
- Adhere to prerequisite and corequisite requirements.
- Develop a Student Educational Plan with a college counselor.
- Attend and successfully complete the courses in which you enroll.

All students are required to participate in SSSP Services, unless they are exempted by the following:

- Already have earned an Associate or Bachelor Degree.
- Are attending SWC for: personal enrichment, noncredit courses only, upgrading job skills, enrolled in apprenticeship or career technical programs, or are concurrently enrolled in another college or university.
- Exempt students may not receive a registration date by not participating in SSSP Services.

FEES AND REFUNDS

*At the time of publication, the Enrollment Fee is \$46 per unit (Example: a 3-unit course is \$138) Note: All fees are subject to change. Enrollment Fees are set by the California Legislature.

REGISTRATION FEES

REQUIRED FEES

Enrollment Fee \$46 per unit
Waived for BOGFW recipients.

Non Resident Tuition \$211 per unit
Plus other registration fees.

Course/Materials Fee (if applicable)..... \$Varies

All student fees are set in accordance with the California Legislature and are subject to change. The enrollment fees set by the Legislature apply to every community college in the State. In the event the Legislature increases fees, students will be responsible for paying the difference. Students who have already registered for classes will be billed for the difference in accordance with any new state requirement.

HEALTH FEE

Pursuant to Education Code and District policy, Southwestern College has a mandatory health fee. The health fee is \$19 for fall and spring semesters. The summer session has a health fee of \$16. The health fee and/or health fee exceptions are subject to change should the State Legislature take action to change them. Students may petition for exception for the following reasons:

- Students who depend exclusively on prayer for healing in accordance with the teachings of a bona-fide religious sect, denomination or organization;
- Students who qualify of a Board of Governors Fee Waiver A (BOGFW-A) to cover enrollment fees;
- High School students enrolled at the Sweetwater Union High School District taking designated classes at high school sites only;
- Students attending under an approved apprenticeship training program;
- Exclusive online courses.



HEALTH FEE**

Full-time students..... \$19 per term
Part-time students (.5–5.5 units)..... \$16
Refer to Health Services Center for services.

Accident Insurance/Liability Fee \$2
(Students enrolled in off-campus classes where no health services are available; classes at the Chula Vista campus when no health services are available, or travel study classes which meet outside of California.)

** Upon request, the health fee will be refunded to any student who withdraws from all courses prior to the 10% date of the length of the course.

OTHER FEES

Student Center Fee \$1 per unit—\$10 maximum per academic year.
(Students on AFDC, SSI, or General relief are exempt from this fee)
Student Activities Fee..... \$8 per semester
(See Student activity sticker in this schedule for more information)

PARKING INFORMATION AND FEES

Registered students can purchase parking permits online on WebAdvisor at <https://webadvisor.swccd.edu>. You will need your license plate number and a credit card.

The process is:

- Log into WebAdvisor:
- Go to the Academic Profile and you will see SWC Parking Permits
- Follow the directions and it will lead you to the Credentials website
- Pay for your permit
- Print out your temporary permit (if needed)

For Non-Students: in order to purchase your permits you will need to go to Parking Services, Room 105D.

Parking permits are not available for purchase in the Cashier’s Office

If you purchase your parking permit before the semester begins, you will be able to print out a temporary permit until the permanent one is received. Once you have purchased your permit, you will receive the permit via U.S. mail, between 5 to 10 business days.

- You cannot exchange the permit once you place your order
- There will be **no refunds**
- Permits are not valid in metered spaces

Permits are required from the first day of classes at all Southwestern College sites. All vehicles must have a valid college parking permit properly displayed while parked at any campus except in metered or disabled parking spaces.

Multi vehicle/car \$40
 Lots G and O parking only (Chula Vista Campus) \$30
 Motorcycle..... \$20
 Eligible Financial Aid BOGFW Recipients \$20*
 Daily Parking..... \$3 per day
 Visitor Parking (Lot A, Chula Vista Campus) \$1 for 60 minutes in green marked spaces
 Meter Parking (San Ysidro and Otay Mesa)..... \$1 for 45 minutes
 Automobile Permit Replacement fee \$40
 Motorcycle Permit Replacement fee \$20

Note:

* Special Classification BOGFW recipients do not qualify for a cost reduction in parking fees. For additional policies pertaining to parking fees please visit: Home > Admissions & Registration > Tuition and Fees

RETURNED CHECK SERVICE CHARGE

Checks returned for non-sufficient funds or “Stop Payments” must be paid by MasterCard, VISA, Discover, American Express, cash or money order, and a \$25 service charge will be added to the amount of the check. Your enrollment at Southwestern College, as well as your credit, may be affected.

REFUND POLICY

A student will be refunded registration fees for course withdrawals made by the 10% point of actual class meeting days, to include short term classes. This 10% point may be on the first day of classes. Please check with WebAdvisor for dates for specific classes. **A class added after the refund deadline is not eligible for a refund.**

REFUNDS ARE NOT AUTOMATIC. Eligible students should request a refund in person or by phone at any Cashiers Office at the following locations: Chula Vista Campus–(619) 482-6307; Higher Education Center, Otay Mesa–(619) 216-6750; Higher Education Center, San Ysidro–(619) 216-6790 Ext. 4902 or 4903; and Higher Education Center, National City–(619) 216-6665 Ext. 4853. You may also download and complete the Refund Request Form and submit as stated on the form.

REFUND DEADLINES

Students who officially withdraw from class by the refund deadline will be mailed a refund upon request only. It is imperative that a current address be on file in Admissions. Refunds may take up to four weeks after the receipt of the refund request. In most cases refunds will not be processed until after the refund deadline.