

STUDENT RESOURCE GUIDE — SPRING 2018



Higher Education Center at San Ysidro
460 West San Ysidro Blvd., San Ysidro, CA 92173
(619) 216-6790

To sign up for services listed below, please go to the Student Services Desk, 1st Floor
or Call (619) 216-6790, Ext. 4901, 4902, or 4903

Student Services

Monday: 7:30am - 4:45pm Tuesday - Thursday: 7:30am - 6:45pm
Friday: 7:30am - 3:45pm Saturday: 7:45am - 3:45pm

- ◆ Admissions & Records
- ◆ Cashiering
- ◆ Counseling Appointment
- ◆ DSS Applications
- ◆ E.O.P.S. Information
- ◆ General Information
- ◆ Lost & Found
- ◆ Petitions



Jazmin Velazquez

No Photo

Jesus Gaytan



Nancy McKenzie

Counseling

- ◆ Academic, Career, Personal, Crisis Counseling
- ◆ Student Ed. Plan (SEP)
- ◆ University Transfers
- ◆ Crisis Counseling
- ◆ College Orientation
- ◆ Choose a Major
- ◆ Scholarship Info.

Appointment Hours

Mon 8:00am – 4:30pm **Wed** 8:00am–1:30pm & 8:45am–5:00pm
Tue 8:00am–12:45pm & 3:45pm–7:30pm **Thu** 8:45am–5:00pm & 9:00am– 6:30pm
Fri 9:00am– 3:00pm

Walk-In Hours (Subject to Change)

Mon 10:00am–10:30am & 1:30pm–2:00pm
Tue 10:30am–11:00am & 5:00pm–5:30pm
Wed 10:00am–11:00am & 2:00pm–2:30pm
Thu 10:00am–10:30am & 2:00pm–2:30pm & 4:30pm–5:00pm
Fri 11:00am–11:30am & 1:30pm–2:00pm



Osvaldo Amezcua



Lisa Rodriguez

Assessment Testing

Date	Time	Type	Room
February 22	12:00 pm	All or Single Subjects	520I
March 1	11:00 am	ESL	5100A
March 15	12:00 pm	All or Single Subjects	520I
March 22	11:00 am	ESL	5100A
April 5	12:00 pm	All or Single Subjects	520I
April 19	12:00 pm	All or Single Subjects	520I
April 26	11:00 am	ESL	5100A
May 3	11:00 am	ESL	5100A
May 10	12:00 pm	All or Single Subjects	520I

Disability Support Services & Psychological Counseling

Specialist: Jaquelyn Gardea
By appointment only:



Monday: 9:30am - 12:30pm
1:00pm - 4:30pm

- ◆ Disability Support Services
- ◆ Priority Registration
- ◆ Note Takers
- ◆ Testing Accommodations
- ◆ Psychological Counseling
- ◆ Provide support and make referrals
- ◆ Individual Psychotherapy

LIMITATIONS:

1. Psychological / Personal Wellness Follow-Up Appointments Only.
2. Intake/screening may have to be done at Chula Vista Campus.

Financial Aid Services

(619) 216-6790, Ext. 4904

- ◆ FAFSA / BOGW Application Assistance
- ◆ Loan Assistance
- ◆ Scholarship Assistance
- ◆ Student Employment Information

Walk-in Hours Only

Monday, Tuesday: 7:45am - 10:00am & 2:00pm - 3:30pm
Wednesday: 9:30am - 11:30am & 3:00pm - 5:30pm
Friday: 10:00am - 11:00am & 1:00pm - 3:00pm







Laura Arana

All hours subject to change

PLEASE TURN OVER



Tutors

ESL/ENGLISH/ WRITING <u>1st Floor Library</u> Tue: 10:00am—3:00pm Wed: 10:00am—3:00pm  Christie	MATHEMATICS (Hours Subject To Change) <u>1st Floor Library</u> Wed: 9:30am—2:30pm Thu: 10:00am—3:00pm  Edward	FAMILY STUDIES RESOURCE CENTER <u>1st Floor Library</u> Mon: 9:30am—1:30pm Wed: 9:30am—1:30pm  Leslie	COMPUTER LAB 5204 Mon: 4:00pm—7:30pm Tue: 9:30am—1:30pm Wed: 9:30am—1:00pm Thu: 9:30am—1:30pm  Alberto
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Library

Library Room #5105 (1st floor)
(619) 216-6790, Ext. 4907

Open Study Area

Monday—Thursday: 7:30am–8:00pm
 Friday: 7:30am–3:30pm
 Saturday: 7:30am–3:30pm

Librarian Services

Monday 2:00pm—6:00pm
 Tuesday 2:00pm—6:00pm
 Wednesday 8:00am—1:00pm
 Thursday 8:00am—11:00am

- ◆ Encyclopedias,
- ◆ Dictionaries
- ◆ Periodicals and Paper Backs
- ◆ On-Line Requests Information
- ◆ Reserved Textbooks Available



Librarians:

- ◆ Rachael Smithey
- ◆ Tanya Carr
- ◆ Sarah Way

Computer Lab

Room #5203 (2nd floor)
(619) 216-6790, Ext. 4911

Monday—Thursday: 7:30am – 7:15pm
 Friday: 7:30–3:45pm
 Saturday: 7:45am–3:30pm

First Come, First Served Basis

- ◆ Computers
- ◆ Printing
 - Black & White: 10 cents per page
 - Color: 25 per page
- ◆ Scanner
- ◆ Computer Technician Support:
 - Monday: 7:30am—3:45pm
 - Tuesday-Thursday: 7:30am—7:30pm
 - Friday: 7:30am—3:45pm
 - Saturday: 8:30am—12:30pm



Rommel Vazquez

Fernando Lopez

Health Services

Room #5108 (1st floor)
(619) 216-6790, Ext. 4909

- ◆ Blood Pressure Screening
- ◆ Health Education & Counseling
- ◆ Over the Counter Medication
- ◆ Pregnancy Testing
- ◆ Referral Services
- ◆ TB Skin Test & Readings
- ◆ Body Composition Screening

Registered Nurse: Gisel Horton

Monday: 4:00pm–6:30pm

Thursday: 8:00am–1:45pm



Administration

Center Dean
(At HEC Otay Mesa)



Silvia Cornejo

Director



Cynthia Nagura

Evening Supervisor



Adolfo Camarena

Center Coordinator



Corina Elizarraras