FINANCIAL AID

Location: Library Building, Room 3125, SLO campus, (805) 546-3143. Building N3000, Room N3015, North County campus; (805) 591-6202. South County Center, Arroyo Grande High School; (805) 474-3913

Asistencia Financiera Se habla Español: (805) 546-3100 ext. 2517 or (805) 591-6202.

Resources available online, for the convenience of our students including those attending via distance education, are the following:

- FAFSA application at: www.fafsa.gov
- Check your financial aid status at your myCuesta portal at: https://my.cuesta.edu/cp/home/displaylogin
- Financial aid TV at: http://cuesta.financialaidtv.com/

Financial aid programs are available to help students who might otherwise be unable to complete their education. Students may apply for financial aid in the form of grants, fee waivers, student loans, work study and scholarships.

Financial aid funds are administered in accordance with a nationally established policy of financial assistance for education. The basis of this policy is the belief that students and their families have the primary responsibility for meeting educational costs. The amount of the contribution expected from students is determined by careful analysis of the family financial strength, taking into consideration adjusted gross income, family size, number of dependents members attending college, allowable expenses and assets. Dependent students are required to provide data for both themselves and their parents, while independent students are required to provide data for themselves and their spouse (if married). Congress has established policy and procedures that are used in determining the student’s ability to pay for college costs.

Financial Aid Programs
Cuesta College participates in federal, state, and local financial aid programs. Cuesta recommends use of the Free Application for Federal Student Aid (FAFSA). This application form is a tool for determining need for the BOGW, federal Pell, SEOG, FWS, and Direct Loans, as well as the Cal Grants. FAFSA applications are available in the Financial Aid Office beginning the January proceeding the academic year the student plans to attend. A student also can apply at http://www.fafsa.ed.gov

State Student Aid Programs

The Board of Governor’s Fee Waiver (BOGW):
The BOGW waives enrollment fees for California residents who meet one of the following criteria:

Method A:
Students are eligible for any type of need-based financial aid and received in 2013 or 2012 TANF, Cal Works, SSI or General Assistance payments or if a dependent student, has a parent or Registered Domestic Partner (RDP) who receives this assistance; or has certification from the California Department of Veterans Affairs or the National Guard Adjutant General that the student is eligible for a dependent’s fee waiver, is eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient, or a dependent of a victim of the September 11, 2001 terrorist attack, is eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty, have a total family income within the income standards listed below or, if a dependent student, a parent’s total income falls within these standards.

Method B:
Eligibility is based on household size and total family income.

Family Income Standards for 2014-2015:

<table>
<thead>
<tr>
<th>Family Size</th>
<th>2013 Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$17,235</td>
</tr>
<tr>
<td>2</td>
<td>$23,265</td>
</tr>
<tr>
<td>3</td>
<td>$29,295</td>
</tr>
<tr>
<td>4</td>
<td>$35,325</td>
</tr>
<tr>
<td>5</td>
<td>$41,355</td>
</tr>
<tr>
<td>6</td>
<td>$47,385</td>
</tr>
<tr>
<td>7</td>
<td>$53,415</td>
</tr>
<tr>
<td>8</td>
<td>$59,445</td>
</tr>
<tr>
<td>Each Additional Family Member</td>
<td>$6,030</td>
</tr>
</tbody>
</table>

Method C:
The 2014-2015 Free Application for Federal Student Aid (FAFSA) application is required to be completed and processed for Method C. A BOG C fee Waiver will be awarded to anyone with a financial need of $1,104 or greater (financial need is determined by subtracting the estimated family contribution from the student’s cost of attendance budget).

Cal Grants:
There are two state programs administered by the California Student Aid Commission Cal Grant B and Cal Grant C.

Cal Grant B provides a living allowance (and sometimes tuition/fee assistance) for low-income/disadvantaged students with high potential.

Cal Grant C assists vocational students with tuition and
training costs. Students must be enrolled in an eligible vocational program at Cuesta College from four to 24 months in length. Students can apply for these Cal Grants when completing the Free Application for Federal Student Aid (FAFSA) and GPA Verification Form. The initial Cal Grant deadline is March 2 each year.

California Chafee Grant for Foster Youth:
Youth who are or were in foster care may qualify for up to $5,000 a year for college. To qualify, students must attend college at least half-time and their course of study must be at least one year long. Youth who have been in another state’s foster care program and meet the Independent Living Program requirements are also eligible to apply. Students who were in foster care any time between their 16th and 18th birthdays but were later reunited with their parents still qualify for the California Chafee Grant. To apply, students must submit both the FAFSA and the California Chafee Grant Application, which is available online at https://www.chafee.csac.ca.gov

For more information on eligibility requirements for state aid visit www.csac.ca.gov

AB 540 Students
For more information about AB 540 Guidelines & Requirements for eligibility visit:
http://www.cuesta.edu/student/aboutmoney/finaid/resources/dream_act.html

For the 2014-2015 Academic Year, AB 540 students may qualify for:

1. Board of Governors fee waivers (BOGW) at California community colleges.
2. If you are attending a California Community College and plan to transfer to a 4-year institution in the fall of 2014 or later, you may qualify for a Community College Transfer Entitlement Cal Grant.
3. If you are enrolled or expect to enroll in a career technical program at your college, you may qualify for a Cal Grant C.
4. Extended Opportunities Programs and Services (EOPS), to apply please pick up an application at the EOPS office at either the San Luis Obispo or North County campus. For more information please call 805-546-3144.

To apply for BOGW, Cal Grant and EOP&S students must complete all three forms listed below by the given deadlines:

3. 2014-15 EOP&S Application - contact our EOP&S Office for application and deadline.

Campus Scholarships:
In addition to government funding, Cuesta has a campus scholarship program. These funds, made available through private donors, are awarded annually by the Financial Aid Committee. Requirements include an overall GPA of 2.0, the online essay and the submitted online application. The application deadline is March 2 each year.

Application: Financial aid funds come from appropriations made by the federal and state governments and through scholarship awards made by individuals and other public and private agencies and organizations. Hence, each of these funds MUST be administered according to different sets of policies, regulations and/or specific requirements.

To apply for campus scholarships, it is necessary to complete a separate application. The scholarship applications are also available in the Financial Aid Office and at http://cuesta.academicworks.com/users/sign_in.

Federal Student Aid Programs

Federal Pell Grant: The Pell Grant is the largest federal grant program and is intended to serve all needy students as determined by the FAFSA. Funds are disbursed directly to eligible students to cover educationally-related expenses.

Ability to Benefit (ATB) for 2014-15
• Students enrolling for the first time after July 1, 2012 must have a High School Diploma, GED or state equivalent to be eligible for any federal financial aid. Students will no longer have the option to pass an ATB test or to successfully complete six core/degree applicable units to gain eligibility for federal financial aid.

Decrease in the Maximum Lifetime Eligibility for a Pell Grant
The federal Department of Education recently established new regulations which reduce the duration of a student’s eligibility to receive a federal Pell Grant to 12 full-time semesters (or its equivalent). This provision applies to all federal Pell Grant eligible students effective July 2012.

Federal Supplemental Educational Opportunity Grant (SEOG): A federal grant (limited funding) is awarded to students with the highest need.

Federal Work Study (FWS): Campus employment (limited funding) is awarded to students with the highest need. Students must maintain meet financial Aid Satisfactory Academic Progress Policy and be enrolled in a minimum of six credits.

The William D. Ford federal Direct Loan Program: it is a government loan commonly referred to as a guaranteed student loan. There are two types of Direct Student Loans:

Subsidized Direct Loan: The federal government pays the interest while students are in school
Unsubsidized Direct Loan: The students are responsible for paying all the interest on the loan (from the day the loan is first disbursed to when it is paid in full). Interest payments can be deferred while they are in school. If students choose to let this interest accrue, it will be capitalized at repayment.

Students must attend college at least half time to receive Federal Direct Loan funds. Generally, repayment begins six months after students graduate, withdraw from school
or enroll less than half time. Students with an accumulated total subsidized and unsubsidized student loan debt of $20,000 in may not be approved for additional student loans at the community college level.

**Direct Loan Changes**

**Time Limitation on Direct Subsidized Loan Eligibility for First-time Borrowers on or after July 1, 2013.**

As a result of legislation enacted in July 2012, eligibility for the Direct Loan interest subsidy will be limited for new borrowers on or after July 1, 2013. The law restricts the period of time for which a borrower may receive subsidized loans, in the aggregate, to 150% of the published length of the student’s current educational program. Once the student reaches that limit and continues to be enrolled, he or she may borrow only unsubsidized loans, and interest begins to accrue on the student's outstanding subsidized loans.

Example: If you are a new borrower (on or after 7/1/2013) and received Direct Subsidized Loans for three years, you are no longer eligible to receive any more Direct Subsidized Loans in a two-year program at Cuesta College. However if you enroll in a four year program you may be eligible to receive three more years of Direct Subsidized Loans at a four-year college.

For new subsidized loans first disbursed on or after July 1, 2014 through June 30, 2015, the federal government will no longer subsidize (pay) the student loan interest during the six month grace period. The grace period is the time between when the student graduates or drops below half-time status and the time when the student must start repaying the loan. Students are encouraged to check with their Loan Servicer for any available options to assist with their loan repayment. Direct Loans disbursed on or after July 1, 2013, will have a fixed interest rate.

**Federal Direct Parental Loans (PLUS):**

Parents of dependent students may apply for a Direct PLUS Loan to help pay their children’s education expenses as long as certain eligibility requirements are met.

For more information visit:


Direct Loans disbursed on or after July 1, 2013, will have a fixed interest rate. Student Loan interest rates are not listed in this catalog as these may be changed. Check http://studentaid.ed.gov/About/announcements/interest-rate for future or current rates.

**Grades**

Grade symbols of A, B, C, D, or F received at Cuesta College will be used to calculate grade point average for S.A.F. purposes, a 2.0 GPA is required. Courses completed with CR, P, I, NC, NP or W will NOT be used in calculating a student's grade point. Be advised that symbols not used to determine grade point average will be used to determine the minimum unit requirement detailed in the next section.

**Minimum Unit Requirement**

A student must complete a minimum number of units per semester and overall cumulative number of units according to their enrollment status. Students enrolled full time, ½ time or ¾ time during the semester must complete 80% of the attempted* units. Students enrolled in less than ½ time, must complete ALL units attempted. For example, a student who is enrolled at full time status will be expected to complete at least ten units for the semester in order to satisfy this requirement (see table below).

<table>
<thead>
<tr>
<th>Enrollment Status (per semester)</th>
<th>80% Unit Completion Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time (12+ units)</td>
<td>10 units per semester</td>
</tr>
<tr>
<td>¾ Time (9.0-11.5 units)</td>
<td>7.5-9.5 units per semester</td>
</tr>
<tr>
<td>½ Time (6.0-8.5 units)</td>
<td>5.0-7.0 units per semester</td>
</tr>
<tr>
<td>Less Than ½ time (0.5-5.5 units)</td>
<td>All Units Attempted</td>
</tr>
</tbody>
</table>

**Satisfactory Academic Progress (SAP) Standards**

Federal financial aid regulations mandate that a school establish satisfactory academic progress standards for students applying for, or receiving, financial aid. These regulations require that the financial aid office review all periods of a student's enrollment history, to determine if a student is making academic progress towards an educational goal. Your progress will be evaluated at the end of the fall, spring and summer semesters by the standards listed below. Special note: All periods of enrollment for all students will be evaluated regardless of whether or not financial aid was received. Although some grades may be excluded by academic renewal, federal regulations require that all grades must be counted for federal satisfactory academic progress standards.

Failure to maintain ALL these standards may result in losing financial aid eligibility.

<table>
<thead>
<tr>
<th>Standard</th>
<th>Minimum Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualitative Standard</td>
<td>A minimum term AND a cumulative grade point average (GPA) of 2.0 in all coursework attempted</td>
</tr>
<tr>
<td>Quantitative Standard</td>
<td>A minimum term AND cumulative course completion rate of 80% of all coursework attempted.</td>
</tr>
<tr>
<td>Maximum Time Frame</td>
<td>Attempted units may not exceed 50% of the number of units required to complete your educational objective.</td>
</tr>
</tbody>
</table>
Maximum Time Frame
Federal regulations require that institutions establish a maximum unit total for a student to complete an educational goal (degree or certificate) if financial aid is received. Cuesta College students MUST complete the educational goal indicated in their admissions application by the time they have attempted 150% of the total units required for the degree or certificate (see table below). Maximum Time Frame is evaluated at the end of every semester.

Students must complete their educational goals within 150% of the program length. All course work appearing on your Cuesta College District academic transcript will count toward Maximum Time Frame.

<table>
<thead>
<tr>
<th>Educational Goal</th>
<th>Units Required to Complete Goal (100%)</th>
<th>Maximum Unit Time Frame (150%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Degree</td>
<td>60 units</td>
<td>90 units</td>
</tr>
<tr>
<td>Transfer Requirements</td>
<td>60 units</td>
<td>90 units</td>
</tr>
<tr>
<td>Certificate</td>
<td>24 units</td>
<td>36 units</td>
</tr>
</tbody>
</table>

Multiple Degrees or Majors
Students seeking a second degree at the same level as first degree must complete the subsequent degree within the maximum time frame (or appeal). In the appeal the student will need to explain the rationale for the pursuit of a second degree. In addition, a student seeking multiple majors must complete the primary degree within the maximum time frame (or appeal). In the appeal the student will need to explain the rationale for the pursuit of multiple majors if this causes them to exceed the maximum time frame.

Evaluation
Academic progress will be evaluated at the end of each term to determine continued eligibility. Students who fail to meet academic progress will be placed on Warning (see Warning).

ESL Courses
ESL coursework must be part of an eligible program of study to receive financial aid. ESL coursework is not an approved program in itself. A student enrolled in ESL classes, who is not in an eligible program of study, is not eligible for financial aid funds. ESL coursework will count toward the 2.0 GPA term, cumulative GPA and 80% unit completion requirements (SAP Standard). ESL units will not count towards the maximum time frame limit and will be subtracted from the total when maximum time frame but will count toward the term, cumulative 2.0 GPA and 80% unit completion requirements.

Remedial Courses
Students are allowed to receive financial aid for remedial units if the remedial classes are a prerequisite for entrance into a regular college program. Financial aid cannot be received for more than 30 attempted units of remedial classes. Remedial units must be taken in recommended sequence.

Course Repetition
For financial aid purposes, courses may be repeated consistent with district academic standards, as identified in the college catalog. However, all repeated units will count toward Maximum Time Frame. Students may receive financial aid for repeat course work which they passed only once. Refer to repeating course policy below.

Warning
Students who fail to make satisfactory progress will be placed on Financial Aid Warning. Financial aid is available to students during a Warning period; however, satisfactory progress will be evaluated at the end of the academic term for which the warning period was established. Students will only receive ONE warning period for not meeting the progress standard.

Suspension of Eligibility
SAP standards are checked and verified each semester. Students who fail to meet satisfactory academic progress standards while on warning will be placed on Suspension and will no longer be eligible to receive financial aid. Generally, a student who is disqualified from financial aid must meet SAP standards by completing at least a successful semester without financial aid, and meet all SAP eligibility criteria to regain eligibility or successfully appealed the suspension status.

Reinstatement
A student suspended for failing to meet Satisfactory Academic Standards may regain eligibility by submitting an appeal form if extenuating circumstances occurred with supporting documents to the Financial Aid Office or by achieving SAP unit completion and GPA requirements during the semester(s) without financial aid eligibility. It is the students’ responsibility to notify the Financial Aid Office in writing when they have met the standards for reinstatement.

Probation
Students whose appeal was approved will be placed on financial aid probation. Financial aid is available during this probation period; however, satisfactory progress will be evaluated at the end of the probationary term. During probation, students must complete 100% of all attempted units during this term, with a term GPA of 2.00 or better and must be following their approved Academic Plan.

Appeal Process
Students who have had their financial aid suspended have the right to appeal by submitting a Satisfactory Academic Progress Appeal Form. Appeal forms may be requested from the Financial Aid Office in person or online at http://cuesta.edu/student/aboutmoney/finaid/fa_policies/S_A_P.html. Appeal decisions are made on a case-by-case basis and may require the student to provide additional documentation for further review. The decision of the Financial Aid Appeals Committee is final. For more information visit http://www.cuesta.edu/student/aboutmoney/finaid/fa_policies/S_A_P.html

Repeating Courses Policy
Beginning July 1, 2011, a new federal regulation limits
the number of times a student may repeat a course and receive financial aid for that course. Students may only receive federal financial aid for one repetition of a previously passed course. There is an exception for courses which require repeats. Students taking a required repeat course should work with the Financial Aid Office to ensure those credits are counted appropriately for financial aid eligibility. Students may need to provide documentation regarding the requirement to repeat.

Federal Return of Title IV Funds Policy
Title IV recipients who withdraw completely before completing 60% of the term for which the student has been charged, will be required to return a portion of the Title IV funds they received. The return amount will be calculated using the number of days the student attended in the given term and the total number of days in the given term.

Return of Overpayment
Title IV financial aid recipients who withdraw from all classes, or who are administratively withdrawn from all classes may be required to return a portion of the financial aid they received. Calculations are done to determine the percent of financial aid earned and unearned for the given term. Title IV financial aid recipients who receive an overpayment resulting from changes in enrollment, cost of attendance, general eligibility, and additional financial aid award(s) will be required to return funds in the amount necessary to eliminate the overpayment. The student will be notified if a Return of Title IV funds is due. Failure to return Title IV funds will result in the loss of eligibility for financial aid.

Order of Return of Title IV funds
All returns will be distributed to the student financial assistance programs in the order below with the following exceptions. Title IV funds required to be returned by the student will not be distributed to a Federal Direct Loan Program and no returns shall be distributed to the Federal Work Study Program.

Federal Direct Unsubsidized Stafford Loan
Federal Direct Stafford Loan Federal Direct PLUS Loan
Federal PELL Grant Program Federal SEOG Program
Other Title IV Programs
Other Federal and State Programs
Institutional or Agency Programs

The Dean of Student Services will make available the institutional accreditation documents and the Title IV participation agreement upon student request. The Title IV Code for Cuesta College is 001192.

COUNSELING SERVICES

TRANSFER / CAREER SERVICES
Location: Library Building 3100, Room 3131, first floor, SLO campus; (805) 546-3162.

Transfer Services
The Transfer/Career Center has a wide variety of resources available to university bound students including college and university catalogs and information, college search materials, major and career books, and study abroad brochures and catalogs. The center maintains information about university transfer requirements, the university application process, articulation agreements and transfer admission guarantee programs. In addition, the center provides internet access with links to assist students completing online admissions applications and researching colleges.

Transfer counselors are available to help students identify their educational goals, research colleges and programs, determine university admission requirements, evaluate transcripts and develop Student Educational Plans (SEPs). Appointments to meet with a counselor can be made one week in advance beginning the first working day of the week and are available from 8:30 a.m. to 4:00 p.m. Monday through Thursday and from 10:30 a.m. to 4:00 p.m. on Friday.

Transfer/Career Center staff serve as liaisons to colleges and universities and advocate for students in the admission process. Center staff also coordinate university representative visits in which university outreach staff come to campus to meet with Cuesta College students individually.

Transfer Admission Guarantee (TAG programs) are commitments that selected colleges and universities make to Cuesta College students who meet specific credit, GPA, and course requirements. A TAG serves as a contract between the student and college or university. Students who have completed a TAG with a counselor and have met contractual requirements are guaranteed admission.

CUESTA COLLEGE NOW HAS TRANSFER ADMISSION GUARANTEES WITH THE FOLLOWING UNIVERSITIES:

- UC Santa Cruz
- UC Riverside
- UC Santa Barbara
- UC Davis
- UC Irvine
- UC Merced
- Columbia College
- Chapman University
- University of La Verne
- National University
Filing Dates for Transfer Students
Students should check with the Transfer/Career Center for information regarding application deadlines for transfer to UC, CSU or independent colleges and universities or see www.csumentor.edu; http://admission.universityofcalifornia.edu; www.californiacolleges.edu.

Career Services
Career services are available to assist students in exploring and clarifying their career goals, researching occupational fields, and making their educational plans accordingly. Students may make arrangements with Transfer/Career Services to attend a Career Workshop and use the Eureka Career Information System to obtain information about specific occupations.

Student wishing to do in-depth career assessment and planning are encouraged to take COUN 254, Career Exploration.

Transferring to California Polytechnic State University
California Polytechnic State University, San Luis Obispo (Cal Poly) is a part of the California State University (CSU) system. Because admission to Cal Poly is highly competitive, the university utilizes a comprehensive strategy to determine undergraduate admission selection. Candidates are screened and ranked by major. The competitive nature of each major is based on the number of applications received, compared to the number of openings available, and to each applicant’s qualifications.

Applicants for a specific term are asked to submit, by a stated deadline, a Cal Poly application for admission (via the CSU Mentor Internet site), which collects the necessary data to rank each applicant in the selection pool. Selection criteria include completion of specified coursework, grades in specified coursework and general education classes, and extracurricular activities and work experience.

The Cal Poly Admissions website provides comprehensive information on the admission selection process. Transfer students should pay special attention to the prerequisite coursework listed for their major on the Transfer Preparation Guide available on the Cal Poly Admissions website at http://admissions.calpoly.edu/.

Because of the special conditions of admission to Cal Poly, it is strongly recommended that students work closely with a Cuesta College counselor to prepare a Student Educational Plan. The course articulation (course equivalency) agreement between Cal Poly and Cuesta College maximizes the number of courses that will transfer for degree credit. In addition to major-specified prerequisite courses, Cal Poly will give preference for most majors to students who complete their General Education Breadth Certification or the Intersegmental General Education Transfer Curriculum (IGETC) prior to transfer. Students applying as upper-division transfer applicants to Cal Poly with all recommended prerequisite courses completed for their major traditionally have a higher rate of acceptance to the University.

ASSIST
ASSIST (Articulation Subsystem Stimulating Inter-institutional Student Transfer) is a student-transfer information system available at www.assist.org. ASSIST displays reports describing how courses completed at a California community college will be applied to an undergraduate degree when they are transferred to a California State University or University of California campus. As the official repository of articulation for California’s public colleges and universities, ASSIST provides the most accurate and up-to-date information available about student transfer within the state of California. Students who are planning to transfer to a California State University or a University of California campus are encouraged to utilize ASSIST information (in consultation with a counselor) for important information about the transfer and articulation process.

Student Right To Know
In five decades of service to the community, Cuesta College has helped thousands of students reach a wide variety of educational goals, including improved foundational skills, transfer to a four-year institution, earned certificates or associate degrees and advancement in the work force.

In compliance with the Student-Right-to-Know (SRTK) and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the San Luis Obispo County Community College District to make available its completion and transfer rates to all current and prospective students. Beginning in fall 2009, a cohort of all certificate, degree, and transfer seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at Cuesta College, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, a completer is a student who attained a certificate or degree or became “transfer prepared” during the three-year period from fall 2009 to spring 2012. The completion rate for Cuesta College’s 2009-2012 cohort is 30.74%. Based upon the cohort defined above, students who have completed 60 transferrable units with a GPA of 2.0 or better are considered “transfer prepared.” Students who transferred to another post-secondary institution prior to attaining a degree, certificate, or becoming “transfer prepared” during a five-semester period from spring 2010 to spring 2012 are transfer students. The transfer rate for Cuesta College’s 2009-2012 cohort is 19.98%.

DISABLED STUDENT PROGRAMS AND SERVICES (DSPS)
Location: Building 3300 (first floor), SLO campus; (805) 546-3148. Building N3200/3100, Room N3121 (first floor), North County campus; (805) 591-6215. South County Center at Arroyo Grande High School; (805) 546-3148
Note: South County or distance education students should contact the San Luis Obispo DSPS Office for assistance. Services are available by appointment at the South County Center and via phone or video conferencing for distance education students. Parking in handicapped parking spaces requires a state issued placard through the Department of Motor Vehicles.

Disabled Student Programs and Services (DSPS) helps to promote the full participation of students with disabilities at Cuesta College. DSPS advocates and facilitates equal educational opportunities through appropriate support services, curricula, instruction, policies, and funding allocations. DSPS works to eliminate discrimination against students with disabilities and to promote their independence, growth, productivity, and equality at all district sites, including distance education.

Cuesta College provides support services and instruction to students with verified disabilities who can benefit from instruction. College facilities, courses, and programs district-wide are designed to accommodate the needs of students with disabilities and to be in compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and California Education Code Title 5.

Students with verified disabilities who wish to request special accommodations through DSPS must complete an application for services and meet with a specialist to determine reasonable accommodations. A Student Educational Contract (SEC) is developed with each student, outlining the support services and/or instruction appropriate for the student. Students with disabilities who plan to or do attend Cuesta College must meet the following levels of independence:

- The ability to negotiate campus facilities independently or with the assistance of one's own attendant; and
- The ability to take care of personal needs unassisted or to provide one's own attendant.

Disability categories served include:
- Learning Disability
- Physical Disability (visual or mobility)
- Psychological Disability
- Communication Disability (speech, language, or hearing/deafness)
- Acquired Brain Impairment
- Developmental Disability
- Any Other Disability that may require support services or instruction.

Support services are specialized services available to students with disabilities and are in addition to the regular services provided to all students. Such services enable students to participate in activities, programs, and classes offered by the college. Services include, but may not be limited to:

- Academic Counseling/advising
- Adapted Equipment
- Adapted/Adjustable Furniture
- Adapted Physical Education
  PEAD 200 - Adaptive Aquatics
  PEAD 205 - Adaptive Fitness: Weight Training
- Alternative Media
- Assistive Listening Devices
- Assistive Technology
- Assistive Technology Training
- Disability Related Counseling
- Equipment Loan
- Extended Time on Quizzes, Tests, and Exams
- Learning Disabilities Assessment
- Liaison/Referral to Instructors, College, and Community Resources
- Note-taking Assistance
- Personal Counseling
- Personal Locker
- Priority Registration
- Reader
- Registration Assistance
- Scribe Services
- Sign Language Interpreter
- Special Classes
- Disability Related Counseling

Resources available online, for the convenience of our students including those attending via distance education, are the following:

- Services and Accommodation Information
- Application for Services
- Service Hours
- Contact Information

If you have a service animal, please refer to Board Policy (BP) 3440 titled Service Animals, located at the Cuesta website: http://academic.cuesta.org/president/BRDPOLREV08.HTM

The DSPS Support Service Office will make every effort to provide services in a timely manner and to notify instructors of special needs.

Helpful Links:
Cuesta College DSPS
http://cuesta.edu/student/servs_classes/dsps

California Department of Motor Vehicles
http://www.dmv.ca.gov/portal/home/dmv.htm
EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Location: EOPS/CARE, Library Building, Room 3134, SLO campus; (805) 546-3144. Building N3000, Room N3024, North County campus; (805) 591-6214.

Extended Opportunity Programs and Services (EOPS) is a state-funded program that provides assistance, support, and encouragement to students who qualify economically as well as academically.

Cuesta College’s EOPS targets two priority elements for student eligibility: financial need and need for academic support. The program offers an EOPS orientation; academic, career, and personal counseling; student success workshops; leadership training; priority registration; EOPS book grants; tutorial referrals; and related academic and social activities.

A student must meet the following qualifications to receive services in the program:

• Be a California resident or Dream Act student
• Be enrolled full-time at Cuesta College (12 credits);
• Have less than 70 degree-applicable credits;
• Complete the Free Application For Federal Student Aid FAFSA at www.fafsa.ed.gov and be BOGW “A” or “B” eligible;
• Display a need for academic support, as reflected in mathematics and English assessment scores or prior academic history or be educationally disadvantaged.

Resources available online, for the convenience of our students including those attending via distance education, are the following:

• EOPS Checklist
• Online EOPS Application
• Links to Campus Resources at: http://www.cuesta.edu/student/servs_classes/
• Counseling Contacts via phone at: http://www.cuesta.edu/student/servs_classes/eops/

COOPERATIVE AGENCIES AND RESOURCES FOR EDUCATION (CARE)

Location: EOPS/CARE, Library Building, Room 3134, SLO campus; (805) 546-3144. Building N3000, Room N3024, North County campus; (805) 591-6214.

Cooperative Agencies and Resources for Education (CARE), administered by EOPS, helps single CalWORKs/Temporary Assistance for Needy Families (TANF) parents by providing support activities related to parenting and student success. Services include referrals to support services, a child care/transportation grant, and workshops for single parents.

CALWORKS

Location: Career Connections, Student Center, Room 5310, SLO campus; (805) 546-3204. Estrella Career Center, N4000, North County campus.

CalWORKs at Cuesta College is a comprehensive program designed to provide fast-track curriculum options, employment services, academic and career counseling, and supportive services for the welfare-to-work student. Welfare-to-work students are those who are enrolled at Cuesta College and receive cash assistance from the Department of Social Services for themselves and their children.

Services include:

• Career education and job seeking skills including vocational assessments as well as resume and interview preparation;
• Integrated job training and education programs;
• Networking with other established Cuesta programs to provide support services;
• Placement of CalWORKs students in work activities that enable them to meet work requirements, gain practical work experience, and meet educational goals, i.e., work study positions, internships, and job placement on/off campus;
• Academic counseling and student development plans that work with welfare to work plans.
• Life management and assessment with supportive counseling and crisis intervention.

In partnership with community agencies such as, the Department of Social Services, One Stop Career Centers, as well as local employers, the goal of CalWORKs is to assist the TANF student’s transition from welfare to employment and financial self-sufficiency.

VETERANS SERVICES

Location: Veterans Resource Center, Building 3100, Room 3174, SLO campus; (805) 546-3142. North County Campus, Building N3200/3100, Room 3121.

Montgomery G.I. Bill Education Benefits
Cuesta College is approved by the Veterans Administration to offer eligible veterans and their dependents military service connected benefit programs leading to an associate degree or transfer to a four-year institution. The Department of Veterans Affairs (DVA) administers several educational assistance programs for which basic eligibility may vary. Generally, only the DVA can determine an applicant’s eligibility for educational assistance.

All persons receiving educational benefits must personally contact the Veterans Coordinator after enrollment every semester to continue benefits. In addition, a Student Educational plan (SEP) must be on file by the end of the first semester. This plan must be developed and reviewed by an academic counselor.
Priority Registration
As our way of saying thanks for serving our country, veterans receive priority registration. New students to Cuesta College must meet the requirements of a new matriculated student as defined in the enrollment priority section. Any member or former member of the Armed Forces of the United States, and who is a resident of California, who has received an honorable discharge, a general discharge, or an other than honorable discharge, and to any member or former member of the State Military Reserved, for any academic term attended at one of the California State University, California Community College, or University of California for four academic years after he/she has left state or federal active duty, which he/she shall use within 15 years of leaving state or federal active duty, as established by Education Code 66025.8.

Military Credit
Veterans can receive credit up to 12 credits for education experience in the Armed Services. For more information please refer to this website: www.militaryguides.acenet.edu or see the Veterans’ Resource Center.

Disabled Veterans
Veterans who qualify for educational benefits as disabled veterans may be entitled to special educational benefits. Veterans should visit the DVA Regional office, 8810 Rio San Diego, CA 92108 to determine their eligibility for disabled status. Veterans with disabilities are encouraged to investigate services offered through Cuesta College Disabled Students Programs and Services.

Veterans’ Dependents – War Orphans – Missing In Action – Prisoners Of War
Students who are children or widows of veterans who died as a result of military service or are dependents of veterans who were totally disabled as a result of war service (or peacetime military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the State of California. Inquiries regarding these benefits should be made through the DVA Regional Office.

Student Liability
The veteran/dependent student assumes full liability for any overpayment of veterans education allowance benefits. The final responsibility for monitoring the process of qualifying for educational benefits rests with the individual applicant. FAILURE TO TAKE THE PROPER CLASSES CAN RESULT IN THE REDUCTION OR TERMINATION OF BENEFITS.

Veteran/Dependent Student Academic Standing
Students will not be certified for enrollment if placed on Academic or Progress Dismissal status. If you have previously been placed on Academic Probation and have a grade point average of less than 2.0 in the last two consecutive semesters of enrollment and are eligible for certification of Veteran Benefits, you will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

Students who have previously been placed on Progress Probation and have 50% or more enrollment grades of “W”, “I,” or “NP” recorded in the last two consecutive semesters of enrollment will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

Tutorial Services
Tutorial services are available to all veterans who meet established VA criteria.

Transcripts
All official transcripts of prior college work and military schools must be on file in the Records Office before registering for classes. Certification for benefits for the second semester will be withheld if transcripts are not received. See the Veterans’ Resource Center for necessary forms.

Credits Required for Entitlement of Benefits
The following number of credits is required each semester to certify students for educational and training allowances. Short-term courses are computed proportionately for payment purposes. Please see the Veterans’ Resource Center for more information.

Withdrawal/Change of Classes
Veterans are required to notify the campus Veterans’ Resource Center when they stop attending class, withdraw from the college or add or drop a class. Such changes should be reported immediately after filing an official withdrawal. Failure to comply with this regulation will be grounds for decertification and will be considered a fraud with the Department of Veterans Affairs.

STUDENT LIFE & LEADERSHIP

Location: Student Center, Building 5300, Room 5301, SLO campus; (805) 546-3289.

Resources available online, for the convenience of our students including those attending via distance education, are the following:

• Student Life and Leadership Activities Calendar
• Campus Tours
• Housing Resource Information
• ASCC Agendas and Minutes

• Student Life and Leadership may be found at http://cuesta.edu/student/forstudents/studentlife.

The purpose of the Student Life & Leadership program is to assist the student population in the development of programs that serve and actively involve a wide range of students. Opportunities for personal growth are extended to students through leadership courses and programs, clubs and organizations, and campus events produced by the students themselves.

Student Life and Leadership (located in the Student Center) coordinates campus programs and services which include:
Student Activities
Cuesta College’s student government develops a broad spectrum of activities, programs, and services for the student body. Its goals are to provide social contact, entertainment, and leadership opportunities for the campus community. Extracurricular activities foster a sense of unity among individuals, as well as among student groups pursuing specialized interests. The complete planning and production of various events provide excellent experience for student leaders and enjoyable activities for all. Lectures, film series, forums, bands, community awareness programs, and seasonal and special events are all within the scope of student government sponsorship.

The broad array of student activities involves the educational experience of all members of the Associated Students of Cuesta College. Students plan and develop them and, by taking an active role, experience a personal satisfaction and growth beyond their academic pursuits.

Associated Students of Cuesta College
The Associated Students of Cuesta College (ASCC) operates under regulations authorized in the California Education Code and in the policies of the Cuesta College Board of Trustees. The ASCC is the college’s official student government organization.

The ASCC is established to promote the general welfare of Cuesta College students; to guarantee equality of opportunity among students; to offer an experience in practice of the American democratic government; and to encourage student participation in, planning for, and involvement in a comprehensive program of student activities. It offers students opportunities to participate in social and cultural events, to share in governance activities, to interact with professionals, and to create and administer their own organizations and programs.

Student Organizations
The college and the ASCC grant recognition to campus organizations including honor societies, service and religious organizations, those with an ethnic/multicultural focus, and departmental and special interest groups. The varied types of clubs not only offer an opportunity for social life but also make a fine contribution to the development of student leadership. Membership and active participation in a reasonable number of these organizations are strongly recommended by the college.

LIBRARIES

Location: San Luis Obispo Campus, Building 3100, Room 3100, (805) 546-3155. North County Campus, Building N3200/3100, Room N3113, (805) 591-6200, Ext. 4410.

The Cuesta College Libraries support the educational program of the college. Books, periodical subscriptions and audiovisual materials are closely coordinated with curriculum offerings. Holdings include general education and career and technical education materials, and other resources for updating and increasing skills and knowledge.

Comparable services are provided to distance education students and students at off-site locations. The library’s catalog and periodical databases are online, and accessible around the clock to all students with Internet access. An increasing portion of the library collections, including nearly 13,000 e-books and virtually all journal content, is digital and available online. A proxy server enables secure remote access via a students’ myCuesta login.

To assist students and community residents with their informational and research needs, librarians are available at the Reference desk and via telephone, email, and Internet chat whenever the library is open. College librarians hold advanced degrees and as part of the college faculty teach research and information literacy skills and help students locate the best resources for their educational needs.

Library facilities include areas for studying, photocopying, computer use, viewing audio/visual materials and library instruction. Comfortable surroundings invite leisurely browsing, reading and viewing, and provide a quiet place for contemplation and learning.

To borrow library materials, students must show photo identification. Community residents must show a current I.D. with local street address to use a courtesy library card.

Open computer labs on the San Luis Obispo and the North County campuses are provided for academic use. Workstations are equipped with most software taught at Cuesta so that students can work on class projects outside of scheduled lecture and lab times for their courses. One lab on each campus is adjacent to or in the Library. Smaller and more specialized labs are also available on the San Luis Campus on a more limited basis.
CAMPUS POLICE

Location: Building 6600, SLO campus; (805) 546-3205.
North County Campus, Building N1000, Room N1035; (805) 591-6205.

The Mission of the Cuesta College Department of Public Safety and Police Department is to assist the education process by providing a safe and secure learning environment for students, staff, faculty, and visiting members of the community.

We offer a wide range of everyday services in addition to law enforcement responsibilities. These services include escort services, stranded motorist assistance, medical aid, crime prevention information and fingerprint services.

In cases of emergency, we provide immediate responses as well as situational warnings and updates through the ALERT-U notification system. This service is for all students, staff, and the community. To sign up for the service, text cuesta to 253788 (alertu) and reply Y to the follow-up text. Standard text message rates do not apply. For more information and to sign up online, visit http://www.cuesta.edu/student/findingway/public_safety/alerts.html or the official "alertu" page at https://www.alertu.org/cuesta.

We provide Early Warning notices of any criminal assaults or other acts that could pose an immediate threat to anyone on campus. Additional information can be found on the MEGAN’S LAW website.

The Department of Public Safety and Police Department is here to serve the needs of Cuesta College. Please feel free to contact us for additional information or assistance by calling (805) 546-3205.

Link to the Clery Act: http://www.cuesta.edu/student/findingway/public_safety/clery_act.html

ONLINE SERVICES AND DISTANCE EDUCATION

Distance Education courses are those in which the instructor and student are separated and interact through the assistance of communication technology. They are offered as either “hybrid” courses (with limited required on-campus sessions) or “fully online” (with no required on-campus sessions.) The full definition of Distance Education, and the means by which the college verifies student identity in distance education courses, is contained in the district's Administrative Procedure 4105 (http://academic.cuesta.org/president/BRDPOLREV08.HTM.)

Courses offered through Cuesta College’s Distance Education program are equivalent to the classroom-based version in course content, textbooks, required assignments, exams, study time, etc. The only difference is the method in which the course is delivered.

Students in Distance Education courses are able to access support services such as counseling, technology help desk, and library services remotely.

Additional resources and centers for students

ATHLETICS

Location: Building 1300, SLO campus; (805) 546-3207.

Cuesta College is a member of the Western State Conference. Other community college conference members include Allan Hancock, Antelope Valley, Bakersfield, Citrus, College of the Canyons, Glendale, Los Angeles Pierce, Los Angeles Valley, Moorpark, Oxnard, Santa Barbara, Santa Monica, Ventura and West Los Angeles.

Intercollegiate activities include:

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Eligibility rules for intercollegiate competition are prescribed by the Constitution of the Community College League of California and its California Community College Athlete Association (CCCAA). In order to participate in intercollegiate sports, the student:

- Must be registered for classes including athletic course no later than one month after the beginning of the semester;
- Must be enrolled in and regularly attending 12 credits or more;
- After the first season of competition, must complete 24 semester credits or 36 quarter credits before the second season of competition in any one sport, including credits earned during the first season of competition;
- Once a student becomes an athlete, he/she must maintain a 2.0 GPA to be eligible for additional seasons of sports;
- Must have a Student Educational Plan (SEP) on file.

These regulations are subject to change by conference officials and by the Community College League of California.

Athletic eligibility is determined in the Admissions and Records Office. Questions may be referred to the Director of Admissions and Records or the Vice President of Student Services (or designee).

Cuesta College Athletics offers a Program Assisting
Student-Athlete Success (PASS), which provides confidential, professional, and voluntary assistance to support students in dealing with issues that may be adversely affecting their academic, athletic, or personal performance. Educational programs are provided to offer preventive information, to assist in identifying problems, and to promote the general well-being of student athletes. Appropriate referrals for assistance will be made to campus and community resources.

The PASS program consists of six components:

- Academic Advisement
- Academic Status
- Learning Assistance
- Student Athlete Success Class
- Scholarship Recognition
- Personal Development

Athletes who intend to transfer and compete at a four-year college or university should consult Counseling Services regarding eligibility, degree, and transfer requirements.

BOOKSTORE

Location: San Luis Obispo Campus, Building 5200, Room 5200, (805) 546-3206. North County Campus, Building N1000, Room N1002, (805) 591-6206.

Cuesta College operates a bookstore as a service to Cuesta College students and the community by making available books and instructional supplies required for course work. In addition, the store maintains a wide selection of college supplies, clothing, and other merchandise that contribute to the general educational experience of the student.

The Cuesta Bookstore is a self-service operation open at posted hours. Textbooks go on sale the first day of registration for the following term. Personal checks, VISA, Discover, or Mastercard are accepted for payment with photo identification. Books may be purchased on-line at http://bookstore.cuesta.edu.

Refunds and exchanges are limited to one week from the start of the fall and spring semester, and one week from the start of summer session. The store buys back used textbooks year round.

Other services include textbook rentals, school rings, nursing pins, graduation caps and gowns, and college insignia items.

BUSINESS & ENTREPRENEURSHIP CENTER

(Services to Business and Industry)

Location: Building 2800, SLO campus; (805) 546-3188.

The Business & Entrepreneurship Center (BEC) program works with private, public and nonprofit resources to build strong, sustainable and successful businesses. The result is wealth creation, job creation and retention and better economic health in California.

By partnering with local, well-respected business growth organizations and community colleges, the BEC and the entrepreneurs they serve can tap into an abundance of resources and the know how already in place, thereby enhancing the long-term growth and viability of these companies. The BEC program supports local economic development corporations, chambers of commerce, community-based business outreach centers and other community-based organizations whose primary mission is to assist small businesses.

The BEC Primary Objectives Include:

Conduct community research; create targeted special projects and services that address the unique needs of the region. The BEC will collect and analyze community data and evaluate the economic needs of the region.

Target existing business clients and/or industry sectors most likely to create economic impacts and retain jobs. Clients and/or industry sectors should also have the potential to achieve significant increases in sales investment, and to boost regional economic wealth.

The BEC will provide fee based-technical assistance (i.e. advanced business consulting services) to regional businesses, industry sectors, city & state agencies, and chambers of commerce thereby, to promote and support growth of the regional economy. Areas of expertise include:

- Marketing Strategies
- Marketing Research
- Strategic Planning
- Growth and Investment Strategies
- Access to Capital
- Financial Analysis
- Operations Analysis
- Operations Management & Improvement
- Customer Service
- E-Commerce
- Economic Research and Analysis
- Business and Contract Law
- International Trade
The Director of Business & Entrepreneurship Center at Cuesta also serves as the Deputy Sector Navigator (DSN) for the Small Business Sector in the South Central Region. The role of the DSN for the Small Business sector, is to create alignment around workforce training and career pathways and coordinate the delivery of training programs in their local area and throughout the region. As the regional liaison, the DSN for the Small Business Sector will communicate sector related best practices to the region, promote sector related careers to K-14, identify new courses in entrepreneurship and/or stackable credentials, and foster faculty professional development.

The grant award is the result of an ongoing reorganization effort of the state’s Workforce and Economic Development program titled “Doing What Matters for Jobs and the Economy.”

The goals of the “Doing What Matters for Jobs and the Economy” program are to help close the state’s “skills gap” by providing in-demand skills training for employers, creating relevant career pathways and stackable credential programs, promoting student success and ultimately helping more Californians find employment.

The Strategy of the Doing What MATTERS for jobs and the economy is a four-pronged framework to respond to the call of our nation, state, and regions to close the skills gap. The four prongs are:

• Give Priority for jobs and the economy
• Make Room for jobs and the economy
• Promote Student Success
• Innovate for jobs and the economy

For more information on Doing What Matters for Jobs and the Economy, please visit http://doingwhatmatters.cccco.edu.

CAREER CONNECTIONS
(Job Placement)

Location: Career Connections, Student Center, Room 5310, SLO campus; (805) 546-3204. Estrella Career Center, N4000, North County campus, (805) 591-6273

Career Connections provides a centralized location where students can identify and receive information about available full and part-time jobs in the community as well as employment programs available at Cuesta College.

In collaboration with ASCC, Student Life and Leadership, Counseling, the Career Transfer Center, and others, Career Connections offers students access to practical workplace experience that relates to the educational goals and academic achievement of the Cuesta student.

Career Connections also provides a centralized location for local businesses to post job openings, conduct interviews, and meet with students on a formal or informal basis.

CHILDREN’S CENTERS

Location: Building 4000, SLO campus; (805) 546-3285. Building N4000, North County Campus, (805) 591-6292.

Cuesta College Children’s centers are laboratory schools for Early Childhood Education Associate of Arts degree students to complete their teacher training courses. Cuesta has two children’s lab programs, at the San Luis Obispo campus, and at the North County campus in Paso Robles. These programs are licensed, planned, facilitated, and operated by Early Childhood Education professional staff and administration.

Our children’s enrichment programs are open Monday - Thursday, 7:30 am - 4:30 pm, and Fridays from 7:30 am - 12:30 pm. We follow the campus academic calendar, closed for national holidays, campus holidays, campus board holidays, and during semester breaks. We take children from 18 months to five years of age with priority for enrollment being student parents, Cuesta faculty & staff, and then community at large.

Each semester we start a new waiting list for the following semester. At the end of August we begin the wait list for spring semester, and in January we begin the wait list for summer and fall semesters. To inquire about the children’s programs and waiting list for the San Luis Obispo campus, please call (805) 546-3285. For the North County campus, please call (805) 591-6292. You will find fees and more information about our programs at the Cuesta College web site, at the search window type in Children’s Centers, and follow the links.

Cuesta College is a fee pay program (check the web site for fee plans). Many student families have been helped through the Community Action Partnership of San Luis Obispo (CAPSLO) Child Care Resource Connection. To find out if you qualify for help with child care fees, please call CCRC and ask about the subsidized child care program. (805) 541-2272.

In addition to the Children’s Lab School, CAPSLO operates Head Start and Early Head Start Programs at the San Luis Obispo campus. To find out about hours of operation, eligibility and the waiting lists for these programs, please call CAPSLO at (805) 544-4355, or call these programs directly. For the Early Head Start program (805) 546-3100, extension 2642 and for Head Start (805) 546-3100, extension 2638.

COMMUNITY PROGRAMS

Location: Building 4700, SLO Campus, (805) 546-3132

Cuesta College Community Programs provides a comprehensive source for lifelong learning, career education, recreation opportunities, and cultural development in a friendly, accessible environment for people of all ages. For more information call (805) 546-3132, FAX (805) 546-3107, or visit www.cuesta.edu/communityprograms.
Cuesta’s community education, special events, recreation programs, and aqua fitness classes serve four essential functions in the college district:

- To contribute to the cultural, intellectual, recreational, and social life of the residents of the District, and to offer training for workforce improvement.
- To develop leadership and provide educational services which utilize special skills, interests, and knowledge of college faculty and other professional community instructors.
- To be a center of community life by scheduling college facilities and services on an extended and year-round basis for individuals, families, and community groups.
- To collaborate with community groups, county organizations, and businesses in developing programs and educational services for comprehensive coverage of the district.

**NON-CREDIT**

Cuesta College offers a variety of non-credit classes in five areas:

- Short-term vocational classes designed for upgrading job skills;
- Wellness classes designed to enhance an individual’s physical fitness;
- English as a Second Language classes designed for community members whose native language is not English;
- Citizenship classes designed for community members seeking to become U.S. citizens.

**COOPERATIVE EDUCATION WORK EXPERIENCE**

Cooperative Work Experience is a collaborative program between students, community employers, and Cuesta College. This course provides the opportunity to earn credits for working, either in a general capacity or toward a major/career path. Staff advisors guide students in accomplishing specific, measurable, and attainable job objectives, with the purpose of leading to successful outcomes. Students learn practical methods for improving communication, teambuilding, and goal-setting skills. For more information about Work Experience and program requirements, call (805) 546-3100, ext. 2522.

**HEALTH SERVICES**

**Location:** Student Health Center, Building, 3100, Room 3150, SLO campus; (805) 546-3171. Building N3000, Room N3025, North County campus, (805) 591-6200 Ext. 4207.

The Student Health Center, in San Luis Obispo Campus Building 3100, Room 3150 is normally open during the day when classes are in session and is open for limited evening hours. In addition, the college operates a Student Health Center at the North County Campus in Building N3000, Room 3025 with limited hours. For specific information on hours, or to make an appointment, call the San Luis Obispo Campus center at (805) 546-3171, or the North County Campus center at (805) 591-6200, ext. 4207. Information can be accessed on the Cuesta College website at [http://cuesta.edu/student/servs_classes/healthcntr](http://cuesta.edu/student/servs_classes/healthcntr).

The goals of the Student Health Center are to help students achieve and maintain optimum physical, mental and emotional health, and to educate students toward taking responsibility for their own health. Information on medical records is strictly confidential. All students who have paid the mandatory health fee are eligible to receive services, which include the following:

**Services and Referrals:**

- First Aid Treatment and Illness Assessment
- Medical Care
- Family Planning/Sexual Health Information
- Stress Reduction
- Diet and Nutrition
- Personal Counseling/Crisis Prevention and Intervention
- Substance Abuse
- Secondary Insurance Claim Processing for Campus/Accidents/Injuries
- Voluntary Medical Insurance, Dental Plan (referral to outside carriers)
- Support Staff by Appointment:
- Nurse Practitioner
- Registered Nurse
- Mental Health Professionals

**Screening and Testing by Appointment:**

- Primary Care Clinic
- Blood Pressure/Height and Weight/Blood Sugar/Cholesterol
- Tuberculosis Skin Test
- Male/Female Sexual Health

**INSTITUTE FOR PROFESSIONAL DEVELOPMENT**

The Institute for Professional Development (IPD) addresses the Cuesta College mission to support economic growth through assessment, training, coaching, consulting, and facilitation. Training and support services are offered either on or off campus, with flexible hours, no prerequisites and no grades. Business support is delivered through customized contract training for individual company needs, and one-on-one consulting. IPD staff of
professionals, certified trainers, Cuesta College faculty, and industry specialists. IPD is a fee-based program. Training costs are highly competitive. For more information, contact the Institute for Professional Development, Cuesta College at (805) 546-3180, fax (805) 546-3107.

STUDENT SUCCESS CENTERS

Location: Building, 3300, SLO campus; (805) 546-3100 Ext. 2323. Building N3130, North County campus, (805) 591-6245.

The Cuesta College Student Success Centers strive to:

- Promote the academic skills, learning strategies, and attitudes necessary for student success in all disciplines.
- Create a responsive, accessible, and learner-centered space for students to attain independent learning and achieve their personal, educational, and vocational goals.
- Support the instructional objectives of faculty by advancing the Student Success Centers as curricular extensions of the classroom.
- Enhance collaboration with the college community regarding the short- and long-term goals of the Student Success Centers.

This mission is fulfilled by offering the following learning and teaching assistance to students and faculty and is supported by the Student Development and Success Division.

San Luis Obispo Campus

ACADEMIC SKILLS COURSES are offered in reading, grammar, spelling, math, test preparation, test and performance anxiety, word processing, study skills, and college success. These courses help students review, refresh, or refine academic skills and strategies needed for success in college and beyond. Refer to Class Finder on the web or to Academic Skills in the published class schedule for available classes each semester.

ACADEMIC SUCCESS WORKSHOPS are offered throughout the year. Sample workshops include test preparation, memory techniques, time management, textbook reading strategies, and critical thinking. Workshops are open to all students free-of-charge. Topics and dates are posted in the Academic Support Center, Building 3300, and around campus.

ACADEMIC SUPPORT LAB is available to any Cuesta College student who wishes to improve his/her academic and learning skills. Students may come in for a comprehensive assessment of their learning needs, use particular instructional modules to supplement coursework, and/or improve their basic skills by enrolling in an open-entry computer and audio/video tutorial lab course. Students work independently on one or more of the following skills: grammar, writing, vocabulary, spelling, math, reading, critical thinking, study skills, mathematics, English as a Second Language, keyboarding, and word processing. The PLATO Integrated Learning System software is available in the lab. Students work on mastering the following skills: grammar, writing, vocabulary, spelling, math, reading, critical thinking, study skills, mathematics, English as a Second Language, keyboarding, and word processing. The PLATO Integrated Learning System software is available in the lab. Students work on mastering individual skills, at the appropriate difficulty level, and at their own pace. Students may also earn .5 or 1.0 credit of credit by signing up for ACSK 005. Report to the lab, located in Building 3300, Monday through Thursday, 8:30 a.m. to 12:30 p.m., to arrange hours.

MATH TUTORING provides drop-in assistance to students needing help in MATH 003 through MATH 265B. Computer access is available for students to work on Mediated Math, Minitab, Geometer’s Sketchpad, Derive, and other software. Located in Student Success Center, Building 3300, Room 3304, hours are posted on available online.

TUTORIAL SERVICES provides free individual, small group and drop-in tutoring in most academic subjects. Come to the Student Success Center in Building 3300 to sign up. Peer tutors are instructor recommended, have received a “B” or better in the courses they tutor, are paid on an hourly wage, and complete a tutor-training class during their first semester as a tutor. Tutors are trained to help students develop long-term learning strategies that facilitate independent learning. For more information, go to http://cuesta.edu/student/servs_classes/academicsupport/tutorial_services/index.html.

WRITING CENTER provides writing assistance to students on a drop-in basis and is available to all students. Students

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<tr>
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<td><a href="http://www.cuesta.edu/student/servs_classes/esl/orientation.html">http://www.cuesta.edu/student/servs_classes/esl/orientation.html</a></td>
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meet with an English instructor to have specific questions answered regarding structure and content. Papers are NOT proofread. Hours are posted in Building 3300.

**North County Campus – Academic Support**

(CSS) **ACADEMIC SKILLS COURSES** are offered in reading, writing, grammar, spelling, math, study skills, and college success. These courses help students review, refresh, or refine academic skills and strategies needed for success in college and beyond. Refer to Class Finder on the web or to Academic Skills in the published class schedule for available classes each semester.

**ACADEMIC SUCCESS WORKSHOPS** are offered throughout the year. Sample workshops include test preparation, memory techniques, time management, textbook reading strategies, and critical thinking. Workshops are open to all students free-of-charge. Flyers with topics and dates are posted around campus.

**MATH TUTORING** provides drop-in assistance to students needing help in MATH 003 through MATH 265B. Computer access is available for students to work on Mediated Math, Minitab, Geometer’s Sketchpad, Derive, and other software. Located in Student Success Center, Building N3100, Room N3130, available hours are posted on online.

**TUTORIAL SERVICES** provides free individual, small group and drop-in tutoring in most academic subjects. Come to the Student Success Center, Building N3100, Room N3130 to sign up. Peer tutors are instructor recommended, have received a B or better in the courses they tutor, are paid an hourly wage, and complete a tutor training class during their first semester as a tutor. Tutors are trained to help students develop long-term learning strategies that facilitate independent learning. For more information, go to [http://cuesta.edu/student/servs_classes/academicsupport/tutorial_services/index.html](http://cuesta.edu/student/servs_classes/academicsupport/tutorial_services/index.html)

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- **ONLINE TUTORING**: Online tutoring is available for students upon request. Students interested in receiving tutoring online will need to contact the Student Success Center to schedule an appointment with one of our tutors. For more information contact the Student Success Center supervisor at (805) 546-3150 or via email at ssc@cuesta.edu.