

August– September  
2016



SOUTHWESTERN COLLEGE

# HECSY Newsletter

## Welcome to Fall 2016!

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

To ensure you have a successful semester, we would like to 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
- ◆ Lisa Rodriguez
- ◆ Diana Avila

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

*Appointments available  
Monday through Saturday*

### Disability Support Services

Jaqueline Gardea  
*Learning Disability Specialist*

*Friday  
8:30am to 1:30pm  
8/22, 8/29, 9/12 9/19, 10/10, 10/17,  
10/24, 10/31, 11/7, 11/14, 11/21,  
12/5, 12/12*

*To schedule an appointment  
please call (619)216-6790 Ext.4902*

### Personal Wellness Services

Grace McKissick  
*Personal Wellness Counselor*

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

*(8/23, 8/30, 9/13, 9/27, 10/11, 10/25, 11/8, 11/29, 12/13)  
To schedule an appointment please call (619) 216-9790 Ext. 4902, 4903.*



[facebook.com/swcheesy](https://facebook.com/swcheesy)



[twitter.com/swc\\_hecsy](https://twitter.com/swc_hecsy)

# 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 the HEC SY:

- ◆ 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 in the Student Services Office. They are also posted in all our bulletin boards in the classrooms and around the Center. Read it and be informed!

## Parking at HECSY

### Buying a Parking Permit

- 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.



### Types of Parking Permits

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

Please note that there will be **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 at businesses such as Yum, Yum Donuts, U.S. Post Office, Smart & Final and empty lot across Yum Yum Donuts is not permitted. Your car can be towed and fines are up to \$400.

## Picture ID



### Get your SWC picture ID Starting on September 6

**Monday** 8:00am to 4:30pm, **Tuesday to Friday** -8:00:am to 6:45pm, **Saturday** 7:30am to 3:45pm

First time ID - FREE, Replacement - \$5. *Please stop by Student Services for your picture ID*

## Counseling Workshops

### **Steps to Transfer to a University**

Wednesday September 7                      2:00pm—3:00pm                      Room 5208                      By Osvaldo Amezcua

### **Creating a Résumé**

Thursday, September 15                      12:00pm—1:30pm                      Room 5208                      By Lisa Rodriguez

### **Choosing a Major**

Friday September, 16                      1:30pm –3:00pm                      Room 5209                      By Osvaldo Amezcua

### **Test-Taking Techniques**

Wednesday September 21                      2:00pm—3:00pm                      Room 5208                      By Osvaldo Amezcua

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

## Important Events at HECSY

### Computer Workshops

The workshops below will help you gain confidence and improve your computer skills.

Take advantage of these **FREE** workshops.

Workshop	Date and Time	Description
Blackboard	Saturday, September 10 12:00–1:00 p.m. Room 5201	This workshop will cover the basic skills needed to work with Blackboard.
Microsoft Word 2013	Thursday, September 22 12:00–1:00 p.m. Room 5201	This workshop will focus on how to format your assignments using Microsoft Word 2013.
Microsoft PowerPoint 2013	Wednesday, October 5 6:00–7:00 p.m. Room 5201	Learn the basic skills needed to create presentations for your classes.

There is limited seating, stop by the Open Computer Lab room 5203 to sign up today.



### STUDENT DISCUSSION



**DATE: Monday**

**September 19, 2016**

**Time: 12:15–1:15 p.m.**

**Location: Student Center**

Come and share your ideas and suggestions on how we can continue making SWC at San Ysidro a better place for students!




# Important Dates

<b>August 22</b>	Fall instruction begins for full-term and first 8-week session
<b>August 27</b>	Last day to receive a refund in the Bookstore
<b>August 22 – September 4</b>	<p>Add/Drop period/class change period.</p> <p>Last day to add classes on WebAdvisor. No late adds will be accepted. Deadline will be 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>September 4</b>	No Sunday classes in observance of Labor Day
<b>September 5</b>	<p>Holiday—Labor Day—Campus Closed</p> <p>Last day to drop classes without a “W” grade (via Webadvisor)</p>
<b>September 6</b>	Last day to get a refund for Student Activities Stickers
<b>September 9</b>	Last day to file a petition for independent study
<b>September 16</b>	Last day to file a petition for Pass/No pass
<b>September 30</b>	Last day to file a petition for Credit by Exam



## 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> July 18th to September 30th</p> <p><b>2nd Contact (Progress Report)</b> October 3rd to November 18th</p> <p><b>3rd contact (Exit Session)</b> November 21st to December 9th</p>
--	--	---

### Assessment Test at HECSY

English, Reading and Math  
Thursday, September 9 at 12pm  
Thursday, September 23 at 12pm  
Room 5201



English as a Second Language  
Friday, September 30 at 11am  
Room 5100-A

All testing is by appointment only. Please call Student Services to reserve a space (619) 216-6790, Ext. 4902, 4903.