What will you find?

Inside this booklet, you will find important campus resources to help you be a successful student. Make sure you SAVE THIS to ensure you have immediate access to phone numbers, office hours and other helpful information about your campus.
NEVHC Student Health Center

LAMC cares about the physical and mental health of its’ students! The Student Health Center (SHC) has a great team available to help ease the pressure of academic commitments, relationships, jobs, family commitments and much more. The SHC Team cares about your emotional and physical well-being and they encourage you to stop by to make an appointment. Remember, physical and emotional health is crucial to academic success! We provide services such as General Screenings, Acute Care, Reproductive Health Services, Behavioral Health Counseling, Immunizations, Tuberculosis Screenings, Referrals and Health Insurance Enrollment.

**Location:** Campus Services Building  
**Phone:** 818-362-6182  
**Please Call to Schedule an Appointment**  
Students are required to bring LAMC Photo ID and Insurance Information at time of Appointment  
Discount Program Eligibility Screening available on site for low cost services

- **Monday:** 10:00am—6:30pm  
- **Tuesday-Friday:** 8:00am—4:30pm

**Department Specific:**  
Medical Services, Behavioral Health Services and Insurance Enrollment Available Monday-Friday

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Campus Safety

Los Angeles Mission College  
Campus Sheriffs

**Location:** Classroom Bungalow Area  
**Phone:** 818-364-7843

*Please add to your contacts list*  
To request escort service please call the office.

**For medical, criminal or fire emergencies please call 911.**

Lost and Found is with Campus Safety

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LAMC Catalog

To view a list of the Degrees and Certificates offered at LAMC visit:

http://www.lamission.edu/schedules
**Admissions & Records**

Petitions for Academic Renewal, Repeated Course Work, and General Petitions, transcripts, change of name or address or anything related to student records must be done through Admissions and Records.

Processing does take up to 48 hrs. not including weekends or holidays.

Location: Student Services Wing (Instructional Building)

Phone: 818-833-3322 (General)
818-364-7773 (Metropolitan College*)

*For Veterans prior to 1984
818-364-7885 (Online Applications)

Office Hours:
Monday/Thursday: 8:00am-4:30pm
Tuesday: 8:00am-6:00pm
Wednesday: 8:00am-2:00pm
Friday: 8:00am-12:00pm

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**ASO**

Associated Student Organization

Enjoy the benefits of ASO by paying your ASO Fee (Only $7)

**ASO Member Benefits**

- Free Scantrons
- Free Printing (10 per day) LAMC Folder
- Free Pencil, Internet Access, ASO T-Shirt
- Free ASO Events, Scholarships
- Join a School Club/Charter a School Club
- Eligibility to Run For Office*
- *Food Pantry–ASO Conference Room #2

Location: Campus Center, Lower Level

Monday-Friday: 9:00am—5:00pm

http://lamission.edu/Associated-Student-Organization/Home.aspx

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**Assessment Center**

ESL Placement only.

No appointment is necessary, just have a picture ID with you.

Location: Learning Resource Center (LRC)

Phone: 818-364-7613

Monday-Thursday: 8:00am-1:00pm

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**AB705**

You have the right to access transfer-level coursework in English, math, and credit English as a second language (ESL) at all California Community Colleges.

For more information, visit the Assessment page, http://www.lamission.edu/Assessment/Home.aspx or speak to a counselor in General Counseling, 818-364-7655

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**Athletics**

INTERCOLLEGIATE ATHLETICS

818.364.7727 | www.lamcathletics.com

The athletic programs of Los Angeles Mission College provide men and women with an equal opportunity to participate in intercollegiate athletics. The college teams, which include men’s soccer, women’s volleyball, men’s baseball, women’s softball, and men’s and women’s cross country compete in the Western State Conference. Each sport is taught by highly qualified instructors, and individual attention is given to each student-athlete.

All questions pertaining to athletic programs should be directed to the Director of Athletics, Steve Ruys.

*Come soar with the Eagles!*
Business Office
Pay your health fee, parking pass, student fees and obtain your picture ID here!
Phone Number: 818-364-7600 ext. 7110
Location: Campus Services Building
Office Hours:
Monday/Wednesday: 9:00am-6:00 pm
Tuesday/Thursday: 9:00am-7:00pm
Friday: 9:00am-4:00pm
For Fee Information:
http://lamission.edu/services/businessoffice/default.aspx

CalWORKs
Location: Inst. Building, room 1007
Phone: 818-364-7760
Office Hours:
Monday-Friday, 8:00am-4:30pm
http://www.lamission.edu/calworks/

Bookstore
Hours vary, for a calendar of hours please visit:
https://eagleslanding.lamission.edu
Phone: 818-364-7768

Child Development Center
Need child care while you attend school?
Location: Child Development Center
Phone: (818) 364-7863
Office Hours: Monday-Friday: 7:30am-4:30pm
We are licensed through the state of California
Department of Social Services
Infant License: 197415856
Preschool License: 197415855

College Culture Reentry Hub
(Post-Release Probation)
The College Culture Reentry Hub (CCRH) provides services for formerly incarcerated students. CCRH will promote a college-going culture by connecting students to on-campus programs/services and community resources. The mission of the CCRH is to help students make the transition to higher education and complete academic goals.
Location: Center for Wellness, Campus Center, Lower Level
Phone: (818) 833-3321
Office Hours: Monday-Thursday, 10am-3pm
Email: ReEntryHub@lamission.edu

Complaints & Grievances
Academic Affairs Office:
818-364-7635
Administrative Services
818-364-7780
Student Services Office:
818-364-7643
President’s Office:
818-364-7795
**Career Center**

The Career Center can help you:
* Choose a Major*
* Get information on various Careers and Majors*
* Look for Jobs/Internships*
* Create a Resume/Cover Letter*

Attend our career workshops on:
Resume Writing, Interview Skills, Networking & LinkedIn

Location: Student Success Center, Campus Center, Lower Level
Phone: (818) 833-3403

Office Hours:
Monday: 8:30 am – 5:00 pm
Tuesday: 8:30 am – 5:00 pm
Wednesday: 8:30 am – 5:00 pm
Thursday: 8:30 am – 4:00 pm
Friday: 8:30 am – 2:00 pm

http://www.lamission.edu/CareerCenter
email: www.careercenter@lamission.edu

**Counseling**

Stay on track to graduate, declare your major and develop a Student Educational Plan at the Counseling office.

Location: Instructional Building-Student Services Wing

**Office Hours:**
Monday/Thursday: 8:00am-4:30pm
Tuesday: 8:00am-6:00pm
Wednesday: 8:00am-2:00pm
Friday: 8:00 am-12:00 pm

**Offices that provide counseling:**
General Counseling: 818.364.7655
EOPS: 818.364.7645
DSP&S: 818.364.7732
TRIO: 818.364.7821
STEM: 818.364.7600 x4161
CalWORKs: 818.364.7760
Veterans: 818.364.7658
International: 818.364.7741

For More Information visit:
http://www.lamission.edu/Counseling/Home.aspx

**Center for Wellness**

The LAMC Center for Wellness supports students’ well-being by providing:

- Immediate Food Assistance
- Financial Assistance
- Short-Term Emergency Housing
- Legal Assistance
- Mental Health Counseling and Case Management

Location:
Student Success Center,
Campus Center,
Lower Level

Office Hours:
Monday: 8:00am – 4:00 pm
Tuesday: 8:00am – 4:00 pm
Wednesday: 8:00am – 4:00 pm
Thursday: 8:00am – 4:00 pm
Friday: 8:00am – 1:00 pm

For More Information visit:
http://lamission.edu/Counseling/Home.aspx

**Dream Center**

Our goal is to provide a welcoming and supportive environment for all students, regardless of immigration status. We hope to improve student experiences, build leadership skills, and promote civic and community engagement.

Location: Center For Wellness,
Campus Center—Lower Level
Phone: 818-364-7112

Office Hours: Monday-Thursday, 9:00am - 2:00pm
Fridays: Appointment Only
http://lamission.edu/dreamcenter/

**DSP&S**

Disabled Students Program & Services

Location: Instructional Building-1018
Phone: 818-364-7732

**Office Hours:**
Monday/Thursday: 8:00am-4:45pm
Tuesday/Wednesday: 8:00am-7:00pm
Friday: 8:00am-12:00pm

For More Information visit:
http://lamission.edu/DSPS/Home.aspx
EOP&S/CARE
Extended Opportunity Program & Services

Location: Instructional Building Student Services Wing

Phone: 818-364-7645

Office Hours:
Monday/Thursday: 8:00 am—4:30 pm
Tuesday/Wednesday: 8:00 am—6:30 pm
Friday: 8:00 am—12:00 pm

http://lamission.edu/EOPS/Home.aspx

Foster Youth/CAFYES

Location: Instructional Bldg. Rm 1007
Phone: 818-364-7736

Please contact the office for more information on hours of operation and how to go about scheduling an appointment.

Financial Aid & Scholarships

Location: Instructional Building Student Services Wing
Phone: 818-364-7648

Office Hours:
Monday/Tuesday/Thursday: 8:00am-4:30pm
Wednesday: 8:00am-12:00pm
Friday: CLOSED

Remember to fill out your FAFSA or California Dream Act at:

FAFSA:
https://fafsa.gov/
California Dream Act Application:
www.caldreamact.org

For More Information visit:
https://www.lamission.edu/Financialaid/Home.aspx

Fitness Center

Location: East Campus-Gymnasium
Phone: 818-364-7891

Gym Hours:
Monday-Friday 7:00am-9:00pm
Saturday: 7:00am—12:30pm
UCLA Transfer Alliance/Honors Program (TAP)

If you are interested in transferring to UCLA, we have a specific honors transfer program called UCLA Transfer Alliance/Honors Program (TAP).

TAP offers participating students priority admissions to UCLA and additional opportunities at other universities.

Program Information for the UCLA Transfer Alliance/Honors Program (TAP):
https://www.lamission.edu/Honors/Home.aspx

Learning Resource Center

The Learning Resource Center is a hub of activities designed for student success. If you are currently enrolled in courses at LAMC the Learning Center is here to support you. We offer a variety of services free of charge. We offer tutoring and workshops for writing, science, mathematics, economics, accounting, and more.

Location: Library Building – Main Floor
Phone: (818) 364-7754
Hours:
Monday - Thursday: 8:00 am – 6:00 pm
Friday: 8:00 am – 4:00 pm

Library

Increase your skills in using Library Resources. Attend workshops on Databases, MLA and Research Strategies. Enroll in Library Science 101-Library Research Methods. Use our online tutorials and research guides. Take advantage of the small private study rooms and access to books/textbooks. Ask a librarian for assistance.

Location: Library Building – Top Floor
Phone: 818.364.7600 x7106
Hours:
Monday-Thursday, 8am-8pm
Friday, 8am-2pm
Saturday, 10am-2pm
www.lamission.edu/library

International Students Program

Location: Student Success Center, Campus Center- Lower Level
Phone: 818-364-7741
Office Hours:
Monday-Thursday, 9:00am -4:30pm

Los Angeles Mission College
Noncredit Program

- Do you need to learn to speak English to advance your personal and career goals?
- Do you want to get your GED or need help passing the CAHSEE exams?
- Are you beginning your US citizenship process and want to prepare for the exam?
- Do you want to go back to school and need academic preparation and guidance?

If you answered “yes” to any of the questions above, the NonCredit program can help you.

Location: Learning Resource Center, room 208

Phone: 818-364-7774
Office Hours:
Monday-Thursday: 9:00am-5:00pm
Friday: 9:00am-1:00pm

STEM
Science, Technology, Engineering & Math

College STEM program is to provide students majoring in Science, Technology, Engineering & Math with support to help achieve goals to graduate with an associate degree, transfer to a four-year university, or prepare for graduate school. Through support services, activities, and presentations from professionals in the field, we aim to promote the development of academic mastery and enhance a student’s career success.

STEM Office Hours
Monday – Thursday 8-5 pm
Center for Math & Science (CMS) 014

To schedule an appointment with the STEM counselor or for more information regarding STEM, call the STEM Office (818) 364-7600 ext. 4161 or General Counseling (818) 364-7655.

Student Support Services (TRIO)

First Generation Students

Location: Learning Resource Center (LRC), Lower Level
Phone: 818-364-7823
Office Hours:
Monday-Thursday: 8:00 am–5:00 pm
Friday: 9:00am-1:00pm
**Title V/ METAS**

Mission’s Excellence towards the Advancement of Students, METAS, is a student success program for first year college students that will assist you in your journey of transferring to a four year university.

Location: Student Success Center, Campus Center-Lower Level
Phone: 818-833-3420
Office Hours:
Monday-Thursday: 9:00am—4:00pm

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**Veterans Resource Center (VRC)**

Are you or someone you know a military veteran?

Location: Student Success Center, Campus Center-Lower Level
Phone: 818-364-7658
Office Hours:
Monday/Wednesday/Thursday: 8:00am-5:00pm
Tuesday: 8:00am-6:00pm
Friday: 8:00am-12:00pm
https://www.lamission.edu/vrc/

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**Transfer Center**

Find your Transfer Pathway!

Location: Campus Services Building
Phone: 818-364-7827
Office Hours:
Monday, 8:30-4, Tuesday, 8:30-6,
Wednesday, 8:30-4, Thursday: 8:30-4, &
Friday: 9-12
https://www.lamission.edu/Transfer-center
FOR STUDENTS in 2019 COURSES

LoginID/UserID:
Student ID number, example: 881234567

Password:
8888mmdd or 8888 + month + day you were born.

Example: 88880101 for Jan 1 birthday UNLESS a student already changed their SIS PIN. Then it is 8888 before the SIS PIN. Example: 88881995

Student Email Access

Student Login Name and Default Password format
• Student username is your Student ID number or your @student.laccd.edu email address. Example student ID’s: 881234567 or 991234567 or smithj1234@student.laccd.edu

• Student default passwords will consist of:
  o 88@ + the first character of your last name (capitalized) + the month and day of your birthdate (MMDD)
  o For Example, Jane Doe, who was born on July the 4th, her default password would be: 88@D0704