

Student Services Syllabus

855 N. Vermont Avenue,
Los Angeles California, 90029
323.953.4000
<https://www.lacitycollege.edu>



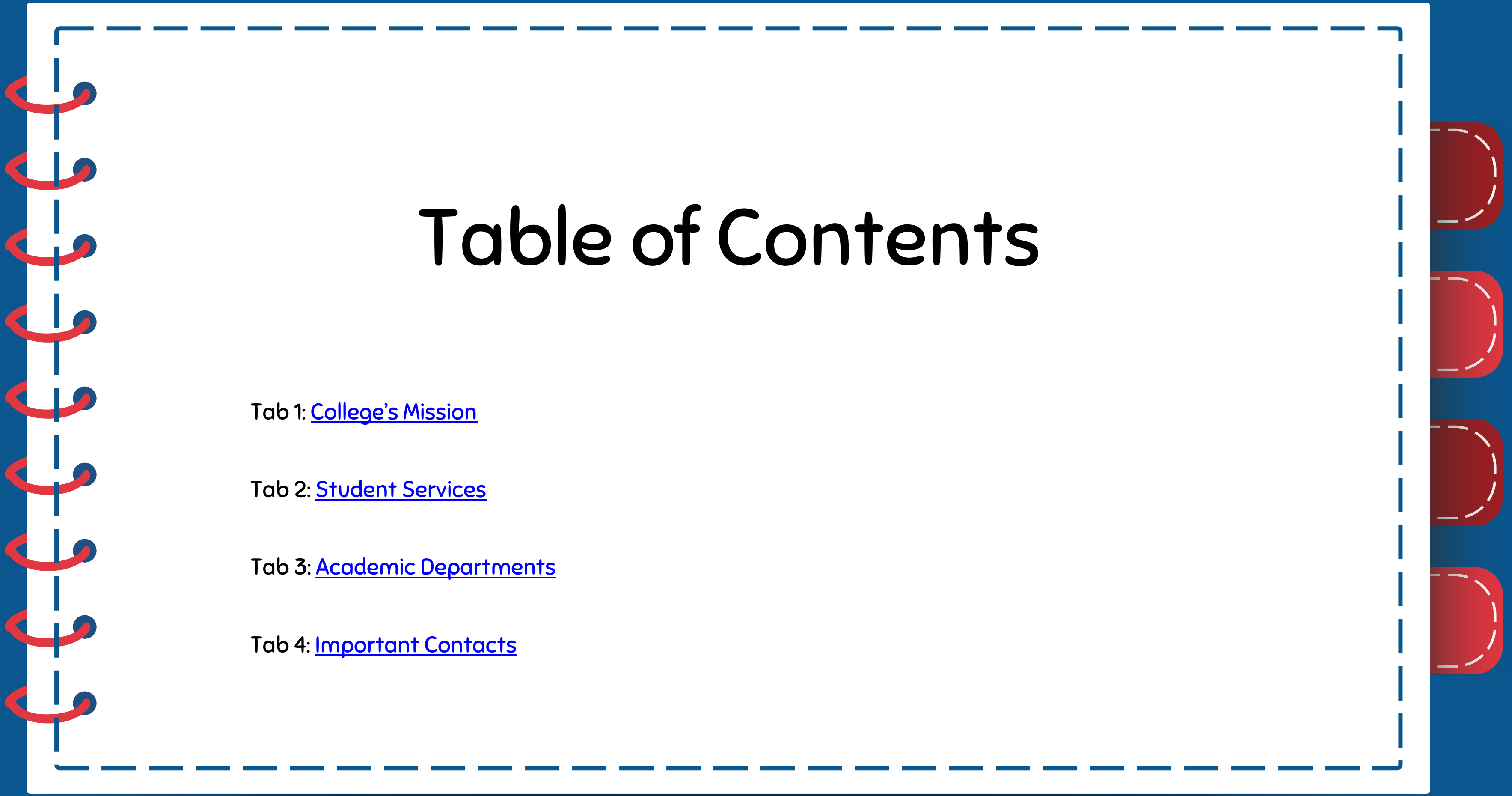
A graphic of a spiral-bound notebook with a white cover and a blue dashed border. The spiral binding is on the left side, and there are four red tab dividers on the right side. The text is centered on the page.

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Mission

LACC Student Services

Our mission at Student Services is to promote accessible and equitable learning to benefit the diverse local and global communities we serve. We empower students to achieve their educational and career goals by providing pathways to support their completion of associate degrees, certificates, transfer requirements, career and technical education, and foundational skills programs.

Admissions & Records

📍 Student Services Building, 1st Floor

☎ (323) 953-4000 Ext. 2104

✉ admissions@lacitycollege.edu

🌐 <https://www.lacc.edu/admissions>

The Admissions & Records Office maintains all student records. The office processes admissions applications, graduation petitions, assigns Student Identification Numbers and registration appointments. In addition, students can also petition to update their academic student records, update personal information, and request transcripts.

Break It To Make It

📍 Holmes Hall, Basement Floor, Rm 002

☎ (323) 953-4000 Ext. 2255

✉ breakittomakeit@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/BITMI>

Break It To Make It (BITMI) assists incarcerated and formerly incarcerated individuals to successfully reintegrate into their communities and achieve long-term self-sufficiency through the arts, higher education, and rehabilitative services.

Student
Services

Business Office

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 2180

✉ businessoffice@lacitycollege.edu

🌐 <https://www.lacc.edu/offices/business>

The Business Office provides support and guidance relative to all financial needs and obligations of our students and to view our interactions with them as a part of their positive learning experience at LACC.

California Work Opportunities and Responsibility for Kids (CalWORKs)

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2599

✉ calworksccl@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/calworks>

CalWORKs assists student parents who are receiving Temporary Assistance for Needy Families (TANF) to achieve their educational goals. Student-parents receive priority registration, workforce training, counseling, and specialized case management. Additionally, childcare and tutoring are provided at no cost for eligible student-parents.

Career Center

📍 Life Science, 2nd Floor

☎ (323) 953-4000 ext. 2267

✉ careercenter@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/ecs/career-center>

The Career Center helps students and alumni learn how to make informed decisions in their educational and career choices. Those decisions should reflect students' personal goals, values, and interests, and should lead toward satisfying academic work in their major and a fulfilling career.

Child Development Center

📍 Child Development Center, 1st Floor

☎ (323) 953-4000 ext. 2220

✉ cdc@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/cdc>

The Campus Child Development Center provides childcare for student parents to assist them in completing their educational goals. The Center offers a preschool program for children 2 to 5 years of age.

City Cares Network

📍 Student Union, 2nd Floor – Rm 225

☎ (323) 953-4000 ext.2190

✉ caresnetwork@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/lacc-cares>

City Cares Network helps remove barriers to academic achievement and to enable students to gain self-sufficiency by connecting them to essential resources, services, and support. City Cares Network strives to foster a campus environment that promotes student success by addressing students' basic needs.

Cooperative Agencies Resources for Education (CARE)

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2300

✉ eops@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/eops-care-cafyes/program>

The CARE program is a supplemental program of EOPS to support eligible single parents receiving Temporary Assistance for Needy Families (TANF), and would like to attend college on a full-time basis to achieve their educational goal of a certificate, degree, and/or to transfer to a four-year university/college. Students enrolled in the CARE program receive all the services provided to EOPS students, in addition to additional support services including counseling/advisement, financial assistance, specialized workshops, priority registration, technology assistance, campus, community, and housing referrals.

Counseling

📍 Student Services Building, 2nd Floor

☎️ (323) 953-4000 ext. 2250

✉️ lakatocm@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/counseling>

General Counseling is a "one-stop-shop to help your educational endeavors which we hope will culminate in you graduating from LACC and/or transferring to a university. Through online and in-person services you will be able to: Identify your academic path, enroll in courses that align with your general education and major requirements and be more knowledgeable and aware of campus policies, processes, procedures, and resources.

Dream Resource Center

📍 Student Services Building, 2nd Floor–Window #19



✉️ lacc-dream@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/drc>

The Dream Resource Center (DRC) provides the following services (virtual and in person): Advising & Counseling – General information and advising. Immigration Services: In partnership with CARECEN to offer FREE immigration legal services for the LACC Dream Resource Center. Financial Aid/CA Dream Act Applications. Workshops: Presentations on a variety of topics including Legal Updates, UndocuChats, Scholarships and more!

Dual Enrollment Program

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 2455

✉ dualenrollment@lacitycollege.edu

🌐 <https://www.lacc.edu/admissions/dual-enrollment>

The Dual Enrollment Program is an accelerated program that allows qualified students to fulfill high school graduation requirements while simultaneously gaining college credits toward a certificate, diploma, or a college degree. LACC offers a variety of college courses that are conveniently offered at our local high schools.

Extended Opportunity Program and Services

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2300

✉ eops@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/eops-care-cafyes>

Extended Opportunity Programs & Services (EOPS) is a state-funded retention and support program designed to facilitate the success of students that have experienced economic and educational hardships. EOPS is driven by a philosophy of providing services that are "over and above, and in addition to" services available to all students. Services provided by EOPS include registration assistance, priority registration, academic counseling, individualized tutoring, textbook & school supply assistance, meal vouchers, transfer assistance, college tours, and much more.

Financial Aid

📍 Student Services Building, 1st Floor

☎ (323) 953-4000 ext. 2012

✉ finaid@lacitycollege.edu

🌐 <https://www.lacc.edu/financial-aid>

The Financial Aid Office administers federal, state, and institutional programs designed to expand college access. The available financial assistance comes in the form of grants, work-study, loans, and scholarships. Assistance makes it possible for individuals to continue their education beyond high school, even if they and/or their families cannot meet the full cost of post-secondary education.

First Year Experience (FYE)

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 1265

✉ cityfye@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/fye>

The FYE program is designed to ensure that first time students have a successful transition into college life. FYE is committed to providing a supportive, nurturing environment complete with educational and career guidance via academic counselors and success coaches, so that students may achieve their educational, personal, and career goals. Structured as a cohort model, FYE provides continued support through students Second Year Experience, including the graduation and transfer process. FYE is committed to ensuring students achieve their academic goals in making timely progress to their academic goals.

Foster and Kinship Care Education

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2355

✉ LACC-FosterCare@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/fkce>

The Foster and Kinship Care Education program provides quality education and support opportunities for caregivers of children and youth in out-of-home care so that these providers may meet the educational, emotional, behavioral and developmental needs of children and youth.

Fresh Success

📍 Student Union, 2nd Floor Rm. 225

☎ (323) 953-4000 ext. 2190

✉ freshsuccess@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/lacc-cares/fresh-success>

Fresh Success is a statewide initiative designed to help CalFresh recipients advance toward their Employment and Training goals. The program offers participants help with essential material resources alongside a wide range of academic, personal and career support services. Fresh Success is made possible by a partnership between CalFresh and the Foundation for California Community Colleges.

Guardian Scholars Program

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2345

✉ guardianscholars@lacitycollege

🌐 <https://www.lacc.edu/student-services/spr/guardian-scholars>

The Guardian Scholars Program (GSP) serves students who are former, current or emancipated foster youth. GSP's mission is to support and empower students on their path to pursuing a Career Technical Certificate, Associate's Degree, and/or transfer to a university. The program offers a Guardian Scholars Student Center that is a welcoming space for students to gain educational and personal assistance. The GSP Center provides student support services such as counseling, registration assistance, campus and community referrals, textbook assistance and tutoring.

Health and Wellness Center

📍 Southeast Corner of Student Services Building

☎ (323) 953-4000 ext. 2485

✉ healthcts@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/health-wellness-center>

The Health & Wellness Center serves enrolled students. The Center offers basic primary and non-emergency care, mental health and behavioral counseling, family planning, referrals, TB skin test, and other laboratory tests and immunizations (TD, Hep B, MMR), some which carry additional fees. Appointments can be made to see a medical provider or mental health professional.

Life Skills Center

📍 Available by Appointment

☎ (323) 953-4000 ext. 2274

✉ exnewsjj@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/life-skills-center>

The Life Skills Center (LSC) is part of LACC's student support services on campus. The LSC provides life skills and mental/emotional wellness education. This is accomplished through providing workshops, trainings, podcasts, and mentoring to LACC students and in-service training for faculty, staff, and students.

Martin Luther King Jr. Library

📍 Northeast end of LACC

☎ (323) 953-4000 ext. 2406

✉ mlklibrary@lacitycollege.edu

🌐 <https://www.lacc.edu/academic-services/library>

The mission of the Martin Luther King, Jr., Library is to provide user-oriented quality services, instruction, and resources to support the mission and goals of the College and the curriculum, and the educational and research/information competency needs of students, faculty, staff, and administration.

Math Engineering Science Achievement (MESA)

📍 Life Science Building, 2nd Floor Rm 206

☎ (323) 953-4000 ext. 2196



🌐 <https://www.lacc.edu/academic-programs/mesa>

Support program that helps students achieve success in math, science, and calculus-based degrees. Offers cohort support for students on a similar STEM path. MESA offers a community with a specialized focus in STEM through academic and career resources.

NextUP

📍 Student Services Building, 3rd Floor

☎ (323) 953-4000 ext. 2300

✉ nextup@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/eops-care-cafyas/nextup>

NextUp, formerly known as CAFYES (Cooperating Agencies Foster Youth Educational Support), is a supplemental program of EOPS to support eligible current and former foster youth. Students enrolled in the NextUp program receive all the services provided to EOPS students, in addition to additional support services including counseling/advisement, financial assistance, specialized workshops, priority registration, technology assistance, campus, community, and housing referrals.

Office of Special Services

📍 Student Services Building, 1st Floor

☎ (323) 953-4000 ext. 2270

✉ oss@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/oss>

The Office of Special Services offers students accommodation support in and outside of the classroom. Helps students advocate for academic accommodation resources. Services include counseling, tutoring, assistive technology, and other supports.

Outreach and Recruitment

📍 Student Services Building, 2nd Floor – Window #33

☎ (323) 953-4000 Ext. 2331

✉ outreach@lacitycollege.edu

🌐 <https://www.lacitycollege.edu/admissions/outreach-initiatives>

The Outreach and Recruitment Office assist LACC's diverse student population to easily transition into the community college environment. Ambassadors are committed to guiding students through the initial steps of the enrollment process. Services include campus tours, application workshops, high school visits and much more.

PRIDE Center

📍 Office of Student Life, Student Union, 2nd Floor

☎️ (323) 953-4000 ext. 2451

✉️ Pridecenter@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/genderversity-multicultural-center>

The mission of the LACC PRIDE Center is to acknowledge, promote, and advocate for our LGBTQIA+ community members and allies, with a focus on closing the achievement gaps and removing barriers to student success. The program connects students to on and off campus resources, supports the Pride Student Club, and plan activities to foster inclusion and a sense of belonging.

Puente

📍 Student Services Building 2nd Floor

☎️ (323) 953-4000 Ext.

✉️ garcia@laccd.edu



Puente is a cohort program is aimed at increasing the number of educationally underrepresented students who transfer to four-year colleges and universities, earn college degrees and return to the community as mentors and leaders to future generations. The program is interdisciplinary in approach, with writing, counseling and mentoring components.

Student Discipline/Conduct

📍 Student Union Building, 2nd Floor

☎️ (323) 953-4000 ext. 2450

✉️ Studentdiscipline@lacitycollege.edu

🌐 <https://www.lacc.edu/campus-life/campus-safety/student-conduct>

The purpose of Student Discipline is to provide uniform procedures to assure due process when a student is charged with a violation of the Standards of Student Conduct. Each student is responsible for maintaining standards of academic performance established for each course in which he or she is enrolled.

Student Grievance

📍 Available by Appointment

☎️ (323) 953-4000 ext. 2460

✉️ ombudsperson@lacitycollege.edu

🌐 <https://www.lacc.edu/campus-life/campus-safety/student-conduct/student-grievances>

The LACCD Student Rights and Grievances Procedure (AP 5530) provides an equitable means to resolve student grievances. It is the process of filing an informal or formal complaint and may be initiated by one or more students who reasonably believe he/she/they have been subject to unjust action or denied rights involving their status or privileges as students. Students are expected to first try to resolve their concern/s informally. If not successful, students may pursue the formal process. To file a complaint, start by completing the [Student Grievances Checklist Form](#) (students must be logged in to their LACCD email account to access the form).

Office of Student Life

📍 Student Services Building,

☎ (323) 953-4000 ext. 2450

✉ life@lacitycollege.edu

🌐 <https://www.lacc.edu/campus-life/student-life>

The Office of Student Life (OSL) provides opportunities for students to enhance their overall personal and leadership development beyond the classroom. The OSL team empowers students to be engaged citizens through co-curricular services and activities to explore leadership, civic engagement, culture, and personal development. Our programs include the Associated Student Government (ASG), clubs & organizations, leadership training, educational and cultural events.

TRIO Student Support Services

📍 Student Services Building, 3rd Floor Rm 311

☎ (323) 953-4000 ext. 2466

✉ aaptrio@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/trio-sss>

The TRIO/SSS program assists low-income, first-generation, and/or disabled students by providing opportunities for academic advisement, mentoring, tutoring, assistance with basic college requirements, and motivation to complete their post-secondary education.

University Transfer Center

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 2215

✉ transfercenter@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/transfer-center>

The Transfer Center's primary purpose is to assist students with the process of transferring to a university. We answer questions about the transfer process, admissions requirements, and major preparation. We provide students with the opportunity to meet University representatives, and to attend workshops in order to demystify the application process. We encourage students to come to the Transfer Center early and often so we can assist you in your transfer journey.

UMOJA

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 2462

✉ umoja@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/umoja>

Umoja is a learning community dedicated to the academic success, personal growth, and self-actualization of African-American and other students. Umoja provides a supportive environment including counseling, tutoring, cultural workshops and events, leadership development, academic workshops, faculty and staff mentoring, Historically Black Colleges & Universities (HBCU) tours, transfer agreements with UCs and HBCUs, and more.

Upward Bound

📍 Student Services Building, 2nd Floor

☎ (323) 953-4000 ext. 2315



🌐 <https://www.lacc.edu/admissions/outreach-initiatives/upward-bound>

Upward Bound serves high school students from low-income families in which neither parent holds a bachelor's degree. We guide program participants through their high school years, providing academic skills development, information on college admissions and financial aid, career exposure, and first-hand experience of college life. Our objective is to prepare our students for success not only in high school but also in a post-secondary educational institution of their choosing.

Veterans Resource Center

📍 Life Science Building, Rm 101

☎ (323) 953-4000 ext. 2125

✉ veteransaffairs@lacitycollege.edu

🌐 <https://www.lacc.edu/student-services/spr/veterans>

The Veterans Resource Center promotes an attitude of collaboration within the campus and surrounding community to increase awareness and sensitivity to issues concerning veterans. The goal of the program is to create an encouraging environment by acknowledging, honoring, and addressing veterans' unique needs, while helping them attaining their educational goals.

Welcome Center

📍 Student Services Building, 1st Floor Rm 180

☎ (888) 930-5222

✉ laccstudentsupport@lacc.edu

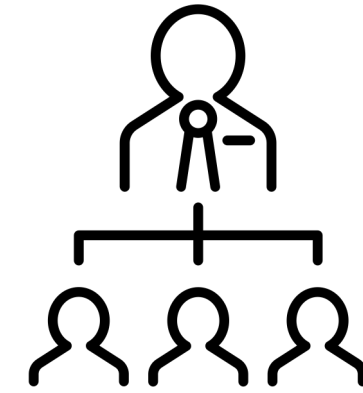
🌐 <https://www.lacc.edu/student-services/welcome-center>

The Welcome Center is the first stop for current and prospective students who want to register for classes. A multilingual staff assists students in completing applications, issues student identification cards, and more. The center also provides campus tours and connects students to services on campus.

Need to be in contact with an Academic Department?



Click [HERE](#) for a list of Academic Affairs Department Chairs and
Contact Information



Academic
Departments

**ACADEMIC AFFAIRS LEADERSHIP DIRECTORY
(EFFECTIVE FALL 2024)**

CARMEN DONES (AD 208 / EXT. 1056)

VICE PRESIDENT OF ACADEMIC AFFAIRS, INTERIM

Also the following Programs: Athletics, RESJ and Staff & Organizational Development

ANNA BADALYAN (AD 209 / EXT. 2372)

DEAN OF INSTITUTIONAL EFFECTIVENESS AND ADVANCEMENT

Also the following Programs: Institutional Research, Scheduling, Catalog, Strategic Planning, Accreditation, SLO, and Instructional Technology

ARMINEH DEREGHSHIAN (SSB WINDOW 33 / EXT. 2452)

DEAN OF STUDENT SERVICES

Name of Department	Name of Specialist	Ext.	Location
Dual Enrollment Specialist	Michelle Ceja	1334	SSB WINDOW 33

ANN HAMILTON (SCI TECH 222B / EXT. 2052 / CELL PHONE 562-394-8972)

DEAN OF ALLIED HEALTH, FAMILY SCIENCES AND KINESIOLOGY / HEALTH / DANCE

Name of Department	Name of Chairperson / Director	Ext.	Location
Child Development / Dietetics	Keli Miller	2299	CD 202
Dental Technology	Olga Ramadan	2501 2503	SCI TECH 324 A
Kinesiology / Health / Dance	Aykanush Gevanyan	2663	KINN 216
Nursing	Christine Sloat, Director	2533	SCI TECH 222 C
Nutrition & Dietetics	Gayle Stafsky, Director	2291	AD 200
Radiologic Technology	Julie Washenik	2941	RT 4

CAROL KOZERACKI (HH 200J / EXT. 2061)

DEAN OF SCHOOL OF HUMANITIES AND BEHAVIORIAL AND SOCIAL SCIENCES

Also the following Programs: Break It to Make It and RBS/Honors

Name of Department	Name of Chairperson	Ext.	Location
Communication Studies	Sarah Crachiolo-Garcia	2969	JH 312
English / ESL	Jeffrey Nishimura	2706	JH 301 A
Law / Administration of Justice	Wilhelm Vargas	2754	HH 200 H
Library	George Martinez	1395	MLK 324
Modern Languages / Civilizations	Yelgy Parada	2735	JH 111 D
Philosophy	Julio Torres	2763	HH 200 C
Psychology	David Seghi	2935	HH 100 G
Social Sciences	Carlos Guerrero	2506	FH 219 E

VI LY (CC 217/ EXT. 2060)

DEAN OF PERFORMING AND VISUAL ARTS / BUSINESS ADMINISTRATION

Name of Department	Name of Chairperson	Ext.	Location
Business Administration	Raymond (Britt) Hastey	2547	AD 304
Cinema / Television	Krystle Klein	2632	CC 187
Music	Christine Park	2887	CH 146
Theatre Arts	John Bledsoe	2982	TA 208 A
Visual & Media Arts	Amarpal Khanna	1518	DH 202

ANGELICA RAMIREZ (CHEM 209 / EXT. 2588)

DEAN OF NONCREDIT, ADULT EDUCATION, BASIC SKILLS

Also the following Programs: WIOA:AEFL (Districtwide) and Calif Adult Education Program

Name of Department	Name of Chairperson	Ext.	Location
Non-Credit	Martha Clayton	1233	CHEM 111 B

DAN WANNER (FH 306 / EXT. 2892)

DEAN OF STEM

Also the following Programs: STEM Grants, Curriculum, Online Education and MESA

Name of Department	Name of Chairperson	Ext.	Location
Chemistry	Baghdasarian Glenn	2600	SCI TEC 324 B
CSISA	Shawki Dakduk	2689	FH 203 B
Earth Sciences	Nathaniel (Nate) Lorentz	2691	SCI TECH 324 F
Life Sciences	Gregory Gonsalves	2796	SCI TEC 222 E
Math	Kee Lam	2811	FH 101 O
Physics / Engineering / Astronomy	Jayesh Bhakta	2923	SCI TEC 222 D

VIVIAN ALONZO (LS 208, EXT. 1521)

ASSOCIATE DEAN OF PERKINS/WSP REGIONAL/LOCAL, CONTRACT EDUCATION, CO-OP AND MESA

DARREN GROSCH (AD 109, EXT. 1471)

ASSOCIATE DEAN OF INTERNATIONAL STUDENTS PROGRAM, EXTENSION, LANGUAGE ACADEMY AND STUDY ABROAD



LACC Canvas Support

(323) 953-2480 (Monday-Friday)

(844) 303-5593 (After Hours)

CanvasSupport@lacitycollege.edu

Virtual Welcome Center

[Zoom Room](#)

[Online Chat](#)

LACC Sheriff's

AD 111 – Operates 24/7

Direct Emergency Line: (323) 953-2911

Non-emergencies and general questions:

(323) 953-4004

laccsheriffs@lacitycollege.edu

Safety Escort

(323)953-4005

Title IX

<https://www.lacc.edu/campus-life/campus-safety/title-ix>

Important
Contacts