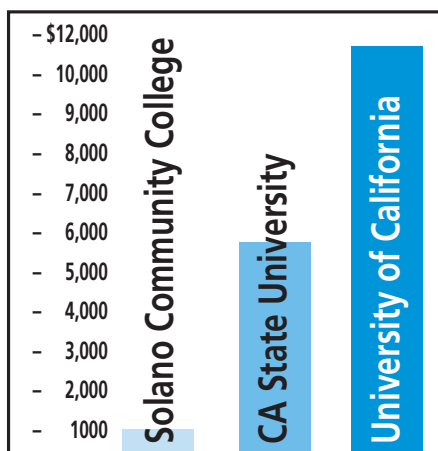


# SCC IS RIGHT FOR YOU!

## QUALITY EDUCATION at an Affordable Price

(see chart below)

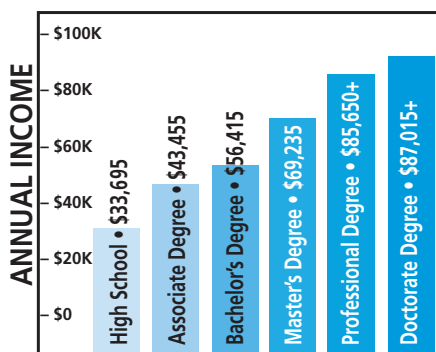
As a full-time student at Solano Community College (SCC), you can expect to pay a little more than \$1,080 in annual fees (30 units at \$46/unit). You'd pay more than \$ 5,778 a year at a California State University (CSU) campus and \$11,893 at a University of California (UC) campus. SCC offers many financial aid options and scholarships to help you maximize your financial resources.



\*Applies to California residents; excludes cost of textbooks, materials fees, transportation/parking, and room & board. Fees subject to change due to State budget.

## INCREASE Your Earning Power

SCC graduates earn as much as twice the State's average wage in some cases. The average lifetime income of an SCC graduate with an associate degree is more than \$1 million—about \$250,000 more than a person with only a high school diploma. Employers also recognize the value of an SCC education. Many SCC students receive job offers immediately upon completion of our highly popular technology and healthcare career programs, for example. Associate of Arts and Science degree holders earn 22% more than those with a high school diploma.



SOURCE: U.S. Department of Commerce, Census Bureau, Current Population Reports.

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*Solano Community College  
2016-2017 Class Schedule  
April 2016 • Volume 71*

*The Solano Community College Class Schedule is a regular publication of Solano Community College, published two times a year.*

*This document can be made available in alternative formats. For more information please contact the Alternate Media office at (707) 864-7000 ext. 4466*

## TRANSFER to a 4-Year University

Solano Community College is the place to begin your B.A. degree! You are able to complete lower division general education and major preparation courses prior to transferring to any public, independent, or out-of-state college of your choosing. Solano students may be guaranteed admission to many UC and CSU campuses through Transfer Admission Guarantee (TAG) programs. It is important to work closely with your Solano counselor to develop an appropriate educational plan. Please visit the Transfer Center in Room 402 or ask your counselor for more information.

## Outstanding FACULTY

SCC faculty are recognized regionally, state-wide, and nationally for their excellence in the classroom. They've joined the SCC faculty because they love working with students.

**Solano Community College is now a SMOKE FREE CAMPUS**

<p><b>Need more information?</b></p>	<p><a href="http://www.solano.edu">www.solano.edu</a></p> <p>For course information go to <a href="http://my.solano.edu">my.solano.edu</a></p>	<ul style="list-style-type: none"> <li>All official SCC correspondence is sent to your SCC email</li> <li>Updates are made regularly based on State and Federal guidelines.</li> </ul>
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## IMPORTANT DATES AND DEADLINES • SUMMER & FALL

Monday, June 6	Summer Nine-week session begins
Monday, June 13	Summer Six-week and Eight-week sessions begins
Monday, July 4	Holiday – Independence Day – All Campuses/Centers Closed
Monday, August 15	Fall semester begins
Sunday, August 26	Last day to drop a full-term class with enrollment fee refund (only). For short-term classes, eligibility for enrollment fee refund is within the first 10% of class meetings. For exact deadline date, check section details in MySolano.
Saturday, September 3 – Monday, September 5	Holiday – Labor Day Weekend – All Campuses/Centers Closed
Sunday, September 4	Last day to add a full-term class. Last day to drop a full-term class without a “W.” Short-term classes must be dropped within the first 20% of class meetings to avoid a “W.” For exact deadline date, check section details in MySolano.
Tuesday, September 6	Census date – Full-term classes
Thursday, September 8	Last day to apply for Credit by Exam
Thursday, September 15	Last day to petition for Pass/No Pass option for full-term classes with that option. For short-term classes the deadline is within the first 30% of the class meetings. Option cannot be reversed after this deadline.
Tuesday, October 11	Faculty Optional Flex Day – No Classes Held
Sunday, October 30	Last day to drop a full-term class with a “W.” Short-term classes cannot be dropped after 62.5% of class meetings. For exact deadline date, check section details in MySolano.
Friday, November 11	Holiday – Veterans Day – All Campuses/Centers Closed
Wednesday, November 23	Faculty Holiday – No Classes Held
Thursday, November 24 – Sunday, November 27	Holiday – Thanksgiving Holiday Weekend All Campuses/Centers Closed
Monday, December 12 – Sunday, December 18	Final Examinations – Day, Evening, and Weekend Classes
Sunday, December 18	Fall semester ends
Friday, May 19 – Thursday, May 25	Final Examinations – Day and Weekend Classes
Thursday, May 25	Graduation Ceremony
Thursday, May 25	Spring semester ends

**Need more information?**

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For course information go to [my.solano.edu](http://my.solano.edu)

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## IMPORTANT DATES AND DEADLINES • SPRING

Tuesday, January 17	Spring semester begins
Sunday, January 29	Last day to drop a full-term class with enrollment fee refund (only). For short-term classes, eligibility for enrollment fee refund is within the first 10% of class meetings. For exact deadline date, check section details in MySolano.
Sunday, February 5	Last day to add a full-term class. Last day to drop a full-term class without a "W." Short-term classes must be dropped within the first 20% of class meetings to avoid a "W." For exact deadline date, check section details in MySolano.
Monday, February 6	Census date – Full-term classes
Thursday, February 9	Last day to apply for Credit by Exam
Thursday, February 16	Last day to petition for Pass/No Pass option for full-term classes with that option. For short-term classes the deadline is within the first 30% of the class meetings. Option cannot be reversed after this deadline.
Friday, February 17 – Monday February 20	Holiday – Presidents' Day Weekend – All Campuses/Centers Closed
Tuesday, March 14 – Wednesday, March 15	Faculty Optional Flex Days – No Classes Held
Sunday, April 2	Last day to drop a full-term class with a "W." Short-term classes cannot be dropped after 62.5% of class meetings. For exact deadline date, check section details in MySolano.
Monday, April 10 – Sunday, April 16	Spring Break – All Campuses/Centers Closed
Thursday, May 18 – Wednesday, May 24	Final Examinations – Evening Classes
Friday, May 19 – Thursday, May 25	Final Examinations – Day and Weekend Classes
Thursday, May 25	Graduation Ceremony
Thursday, May 25	Spring semester ends

**Need more information?**

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# NEW STUDENT ADMISSION PROCESS

## Ensuring Priority Registration

*The earlier you complete this process, the better chance you have to meet all requirements in time to get a priority registration date.*

### 1. Complete Your Application

Complete the online admissions application at [solano.edu](http://solano.edu) or pick up a paper application at the Admission Office.

### 2. Orientation/Information Workshops

A 1.5 to 3-hour evening session (see schedule provided on the following page for dates, times, and locations) during which students will learn about the following:

#### ORIENTATION TOPICS

- General Education (GE) Requirements
- Choosing a Major
- TAG (Transfer Agreement Guarantees)
- Choosing Classes Degree & Certificate Programs
- Schedule of Classes & Catalog
- Registering for Classes
- Planning Your Path to Success
- Preparing for the Assessment Test
- Placement Measures for Math and English

### 3. Assessment

Assessment tests are offered throughout the academic year. You should participate in orientation before you take your tests to ensure you are prepared. The Assessment Center has limited seats, signing up in advance is required via [solano.edu/assessment](http://solano.edu/assessment) or by calling (707) 864-7118.

### 4. Student Educational Plan (SEP)

Students are strongly encouraged to meet with a counselor to develop a Student Educational Plan. The SEP is an educational roadmap of courses intended to assist you in achieving an associate degree, certificate, or transfer preparation.

## GETTING STARTED AT SOLANO COMMUNITY COLLEGE

### STEPS TO ENROLL

You should take these steps to enroll well before the semester start date. For important dates and deadlines, go to [solano.edu](http://solano.edu) and click on "Dates and Deadlines." If you have any questions, email us: [admissions@solano.edu](mailto:admissions@solano.edu) or call (707) 864-7171.

#### STEP 1: APPLY AT SOLANO.EDU

- Click on "MySolano" and then "Apply for Admission."
- Make sure your email address is correct in the application in order to receive your username, password, and SCC email address.
- After your application is complete, you will be emailed your MySolano username, password, and student ID number. Be sure to check your student email account often, as this is how SCC will communicate with you.

If you are a K-12 student, please go to [solano.edu](http://solano.edu), click on "Admission, Registration, and Records" and then K12 to learn how to apply.

#### STEP 2: ORIENTATION

Visit [solano.edu](http://solano.edu), click "Counseling" then "Orientation" for dates and times.

#### STEP 3: ENGLISH AND MATH ASSESSMENT

For dates and times, visit [solano.edu](http://solano.edu), click on "Counseling" then "Assessment" or contact the Assessment Center at (707) 864-7118. You will need to bring a photo ID when you take the test (no exceptions). Acceptable forms of ID: DL, State ID, School ID, Theme Park Photo ID Pass

#### STEP 4: SUBMIT OFFICIAL TRANSCRIPTS

If the course you wish to take has a prerequisite that you have fulfilled at another school, submit your transcripts from the institution where you took the course so your prerequisite can be cleared before you register. For more information, go to [solano.edu](http://solano.edu) and click on "Admissions and Records" then "Transcripts."

**Need more information?**

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For course information go to [my.solano.edu](http://my.solano.edu)

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# NEW STUDENT ADMISSION PROCESS

## STEP 5: MEET WITH A COUNSELOR

All students must make an appointment with a counselor to develop an Education Plan. To learn more about making a counseling appointment, see the How-To's section.

## STEP 6: APPLY FOR FINANCIAL AID AND EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOPS)

To learn about financial aid, visit [solano.edu](http://solano.edu) then click on "Financial Aid" or visit the Student Services Building (400) at the Fairfield Campus. For more information regarding EOPS, visit [solano.edu/eops](http://solano.edu/eops) or call (707) 864-7000, ext 4444.

## STEP 7: REGISTER FOR CLASSES

To learn how to find and register for classes, see the How-To's section.

## STEP 8: PAY FEES

To learn how to pay your fees, see the How-To's section.

## STEP 9: VIEW/ PRINT YOUR SCHEDULE BILL

To learn how to print your Schedule Bill, see the How-To's section.

## HOW-TO'S:

### HOW TO MAKE A COUNSELING APPOINTMENT

You can make an appointment by calling (707) 864-7101 or using your MySolano account:

1. Log in to MySolano and click on the "Student" tab.
2. Under "Pre-Registration," click on "Meet with a Counselor" and click the link that best applies to you.
3. Click "Book an Appointment Now."
4. Click on the location you prefer.
5. Log in using your username and password.
6. Or, you can contact an e-counselor by visiting the "Counseling" section of [solano.edu](http://solano.edu) and clicking on "e-counseling"

### HOW TO CHECK YOUR REGISTRATION DATE/TIME

1. Log in to MySolano and click on the "Student" tab.
2. Under "Registration," click "When Can I Register" and select the appropriate term.

## HOW TO LOOK UP CLASSES

You can look up classes by following the steps below.

1. Go to the [solano.edu](http://solano.edu) homepage.
2. Click on the "schedule" icon (under the scrolling banner).

## HOW TO REGISTER FOR CLASSES

1. Log in to MySolano and click on the "Student" tab.
2. Under "Registration," click on "Add or Drop Classes."
3. Select the term and click "Submit."
4. If you know the CRN of the class you want add, enter it and click "Submit Changes."
  - a. For a class with a co-requisite, you must enter the CRN of the class and the co-requisite before you click "Submit Changes."

If you don't know the CRN of the class you want to add:

1. Click "Class Search" and select the subject.
2. Click "Course Search."
3. Click "View Sections" for the course you want to add.
4. Select and open course and click "Register."
  - a. Open classes will have a selection box that you can click on, and closed classes will have a "C" on the left.
5. Click "Complete Registration and Pay" to finish registering.

## HOW TO VIEW AND PAY FEES

1. Log in to MySolano and click on the "Student" tab.
2. Click "Pay Fees."

## HOW TO VIEW AND PRINT SCHEDULE BILL

1. Log in to MySolano and click on the "Student" tab.
2. Click "Print Receipt and Schedule" under "Registration."
3. Select the term and click "Submit."
4. Click "Print Page."

## HOW TO DROP CLASSES

1. Log in to MySolano and click on the "Student" tab.
2. Under "Registration," click on "Add or Drop Classes."
3. Select the term and click "Submit."
4. Under "Action," click on the drop down arrow and select "Drop."
5. Scroll down and click "Submit Changes"

**Need more  
information?**

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# PASOS PARA INSCRIPCIÓN

**Las siguientes actividades deberán ser hechas con mucho tiempo adelantado antes de llegar a la fecha limite de inicio del programa. Para importantes fechas y días limites, vaya a [www.solano.edu](http://www.solano.edu) y presione en “Fechas y días limites.”**

Es Ud. Un estudiante del grado 12? Si lo es, por favor vaya a [www.solano.edu](http://www.solano.edu) y presione en “Admisiones y Registros” y entonces los estudiantes del Grado 12 podrán completar su información específica

❑ **Paso 1: Completar una solicitud para admisión por el internet [www.solano.edu](http://www.solano.edu). Hacer clic en MySolano y luego hacer clic en Application for Admission.**

❑ **Paso 2: Obtenga su nombre de usuario y su clave y su correo electrónico de SCC.** Asegure revisar este correo electrónico seguido. Solano College usa correo electrónico como el principal medio de comunicación de información importante para los estudiantes.

❑ **Paso 3: Presente sus certificados oficiales** si tomó clases anteriormente que puedan usarse para satisfacer un requisito.

❑ **Paso 4: Solicite por Ayuda Financiera y por el programa de Servicios y Oportunidades Extendidos (EOPS).** Visite la Oficina de Financial Aid en [www.solano.edu](http://www.solano.edu), luego hacer clic en Financial Aid. Por correo electrónico al [FinancialAid@solano.edu](mailto:FinancialAid@solano.edu). Por teléfono al (707) 864-7103. También los puede visitar en el edificio Student Services (400). Visite la oficina de EOPS o llame al (707) 864-7000 ext 4444.

❑ **Paso 5: Tome el examen para evaluar su nivel de Inglés y Matemática / Complete la orientación sobre el internet o en persona.** Revisar el horario y las fechas de exámenes en la página web [www.solano.edu](http://www.solano.edu). Hacer clic en *Counseling*, y luego hacer clic en *Assessment*. No olvide traer una identificación con foto cuando tome el examen de evaluación.

❑ **Paso 6: Reunirse con un Consejero.** Una junta con un Consejero es para desarrollar un plan personal de educación para alcanzar sus metas. Haga su cita con

un consejero en [www.solano.edu](http://www.solano.edu). Hacer clic en *Counseling*, luego hacer clic en *Counseling Services*. Para más información llame al (707) 864-7101.

❑ **Paso 7: Registro para clases.** Para revisar su periodo de registro entre a [www.solano.edu](http://www.solano.edu). Hacer clic en *MySolano*, luego hacer clic en *Student Tab*, luego hacer clic en *Registration Priority Status*. Para registrarse en clases hacer clic en *Add or Drop Classes*.

❑ **Paso 8: Pagar sus cuotas.** Para obtener su identificación imprima su cuenta después de haber pagado y llevar a la oficina de Student Life en el Student Center (edificio 1400), para que le tomen su foto. La tarjeta de identificación es necesaria para utilizar la biblioteca y las impresoras en el campus. También se usará para revisar su archivo de ayuda financiera estudiantil, para participar en eventos escolares y para descuentos.

❑ **Paso 9: Ver/ Imprimir su horario de clases y cuenta.** Para obtener su identificación imprima su cuenta después de haber pagado y llevar a la oficina de Student Life en el Student Center (edificio 1400), para que le tomen su foto. La tarjeta de identificación es necesaria para utilizar la biblioteca y las impresoras en el campus. También se usará para revisar su archivo de ayuda financiera estudiantil, para participar en eventos escolares y para descuentos.

## ¿Necesita más ayuda?

Contacta la Oficina de Ayuda Financiera:  
707-864-7103 o por correo electrónico:  
[financialaid@solano.edu](mailto:financialaid@solano.edu)

Para más ayuda para inscribirse en clases o para preguntas de su cuenta contacta La Oficina de Admisiones y Registros: 707-864-7171 o por correo electrónico [admissions@solano.edu](mailto:admissions@solano.edu)

**Need more information?**

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**Por favor lea las siguientes preguntas para determinar cual será su próximo paso para inscribirse en el colegio de Solano:**

**Tengo poco o cero conocimiento en el idioma inglés. ¿En dónde debo empezar?**

Asista a una de las orientaciones en Español o hable a la oficina de consejería para comunicarse con un consejero que se especializa en Inglés como segundo idioma, 864-7171.

**Estoy asistiendo a preparatoria. ¿Cuál es el primer paso que debo seguir?**

Hable con el departamento Admisiones y Archivos para determinar como se puede matricular, 864-7171.

**No me gradué de la preparatoria y me interesa el programa de preparación para el GED. ¿A dónde debo ir?**

Por favor de comunicarse con su escuela a preparatoria.

**No soy residente o ciudadano de los EE.UU. ¿Cómo puedo tomar clases en el colegio de Solano?**

Comuníquese con el departamento de Admisiones y Archivos para tomar los pasos adecuados para tomar clases poder 864-7171.

**Estoy preparado(a) para tomar clases en el Colegio de Solano. ¿Cuáles pasos debo tomar?**

Favor de referirse a la página 4 para el proceso de inscripción o llame al 864-7171.

**Si aun necesita más información, favor de llamar al departamento de consejería al 864-7152 y favor de dejar su mensaje.**

## Asistencia en español

El Colegio Comunitario de Solano ofrece una amplia cobertura de servicios que ayudan a todos los estudiantes a alcanzar sus metas exitosamente. Tenemos personal de habla hispana para asistirle con la inscripción de sus clases, consejería, ayuda financiera, tutoría, actividades y mucho más.

Ofrecemos un paquete completo de materiale en español para su mayor comodidad. Incluye todas las formas que necesitará.

Para mas información favor de llamar a cualquiera de los numeros telefonicos de abajo.

## Servicios Estudiantiles Disponibles en Español

### Asistencia Financiera

- CARE Program (Programa para padres/madres solteras) - (707) 864-7000 # 4444
- CalWORKS (Estudiantes recibiendo ayuda del govieno - (707) 864-7000 # 4645
- EOPS (Asistencia para estudiantes de bajos ingresos) - (707) 864-7000 # 4444
- Financial Aid (Ayuda financiera) - (707) 864-7103
- Scholarships (Becas) - (707) 864-7103

### Consejería/Asistencia de Registracion

- Counseling (Consejería) - (707) 864-7101
- Disability Services Program/ DRC (Centro de recursos para incapacitados) - (707) 864-7136
- Career Center/Job Placement (Centro de profesiones y empleo) - (707) 864-7124
- Admissions & Records (Admisiones y Archivos) - (707) 864-7171
- Transfer Center (Centro de transferencia a la Universidad) - (707) 864-7158

### Tutoría/Programas Académicos

- Tutoring (Tutoría) - (707) 864-7230
- MESA Program (Programa de apoyo en matemáticas y ciencias) - (707) 864-7000 # 4498
- Learning Center (Centro de aprendizaje) - (707) 864-7132

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## WHAT DOES SCC COST?

**Payment is due upon registration. Students who do not pay within ten (10) business days risk having a hold placed on their records or being dropped from all classes.**

FEE	AMOUNT	REQUIRED OF	REFUNDS
<b>Enrollment Fee*</b>	\$46.00/unit	California residents (enrollment fee is subject to change by the state legislature), except those who qualify for a fee waiver (BOG FW) and K-12 Special Admission students.	You must drop classes online prior to the refund deadline  (See Schedule Bill)
<b>Health Services Fee*</b>	\$13.00/Fall and Spring semesters \$5.00/Summer	All students enrolling in one or more classes, except those that qualify for fee waiver-A (BOG FW-A) only.	Refundable if all classes are dropped prior to the start of the term.
<b>Parking Permit Fee* Must be purchased online <a href="http://www.solano.edu">www.solano.edu</a></b>	\$20 per Fall and Spring Semester, \$6 for Summer Session. <i>Motorcycles excluded in designated area, otherwise permit required.</i>	All registered students using Solano Community College parking lots are required to purchase and display a parking permit. Students may purchase a day pass for \$1.00 at any parking dispenser machines. Parking permits are required at all of the Solano Community College Campuses.	Refundable if decal is returned by the refund deadline for the term.  (See Schedule Bill)
<b>Non-Resident Tuition And International Student Tuition*</b>	\$211.00/unit plus \$46.00/unit Enrollment Fee and, \$5.00/unit Capital Outlay Fee	Students who are not California residents as defined by the Education code are required to pay the non-resident tuition fee in addition to the fees described above. Please note that it is the student's responsibility to prove that he/she is a California resident.	You must drop classes online or at the Office of Admissions and Records prior to the refund deadline.  (See Schedule Bill)
<b>Student I.D. Card Fee*</b>	\$5.00 - good for 9 consecutive semesters	All students taking classes on campus. Those who use the Library, Financial Aid, Mac Lab and Computer Labs are encouraged to purchase an optional Student ID Card.	Non-refundable if the ID card has been issued.
<b>Student Center Fee*</b>	\$1.00/unit for classes held on SCC Fairfield campus. \$10 max/yr.	All students, except those who qualify for fee waiver-A (BOG FW-A) only.	Refundable if all classes are dropped prior to the start of the term.

### REFUND DEADLINES:

- Enrollment fee refunds for full semester classes will be processed automatically for classes dropped by the end of the second week of instruction. Refunds for nonresident tuition must be requested via the Office of Admissions & Records. All refunds are in the form of a check that will be mailed to the name and address of the student on the student account in our database.
- Every effort is made to process refunds on a weekly basis. Checks are mailed shortly thereafter.

**\*Fees subject to change**

<p><b>Need more information?</b></p>	<p style="text-align: center;"><a href="http://www.solano.edu">www.solano.edu</a></p> <p>For course information go to <a href="http://my.solano.edu">my.solano.edu</a></p>	<ul style="list-style-type: none"> <li>• All official SCC correspondence is sent to your SCC email</li> <li>• Updates are made regularly based on State and Federal guidelines.</li> </ul>
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# WHAT DOES SCC COST?

## FEES

- Refunds for parking decals must be requested at the Office of Admissions & Records. The parking decal must be submitted with the refund request. If you have outstanding fees for a class that you do NOT drop by the refund deadline, you are responsible for the payment of the fees for the class.

*\*Fees subject to change*

## HEALTH FEE EXEMPTIONS

The State legislature mandates that SCC offers student health services. The Health Services fee supports a student health center available to all SCC students. All students enrolling in one or more credit classes are required to pay a Health Services fee except those that qualify for a fee waiver. The following students are exempt from paying the required Health Services fee:

- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.
- Students who are attending a community college under an approved apprenticeship training program.
- Students who receive Board of Governors Enrollment Fee Waivers.

## PAY YOUR FEES

- PAY YOUR FEES with a credit card when you register online.
- Students are responsible for officially dropping their classes before the deadline. Non-attendance or nonpayment of fees will not remove you from a class nor alleviate your responsibility to pay fees.
- Students who do not officially drop classes may receive an "F" for the term and incur a student debt. You may drop classes online or in person at the Office of Records and Registration.

### Need more information?

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# NEW STUDENT ADMISSION PROCESS

## HOW TO CHANGE A CLASS GRADING OPTION TO P/NP

1. Visit the Admissions and Records office on the 1st floor of Building 400.
2. Complete the Pass/No Pass Authorization Card.
3. OR, submit your request via email to [admissions@solano.edu](mailto:admissions@solano.edu).

## HOW TO VIEW AND PRINT AN UNOFFICIAL TRANSCRIPT

1. Log in to MySolano and click on the "Student" tab.
2. Under "Student Records," click on "Transcripts."
3. Click on "Unofficial Transcripts" then click "Submit."

## HOW TO ORDER AN OFFICIAL TRANSCRIPT

1. Log in to MySolano and click on the "Student" tab.
2. Under "Student Records," click on "Transcripts."
3. Click on "Order Official Transcripts."
4. Click "Start my Order."

## HOW TO PURCHASE A PARKING DECAL

1. Log in to MySolano.
2. Under "Parking," click "Student Parking."
3. Under "Semester Parking Permits," click "SCC Parking Payment/Order Site" and select the appropriate term.
4. Fill out all information then click "Submit."
5. Follow the link to print out your Temporary Parking Permit.

## HOW TO PURCHASE A STUDENT ID

1. Log in to MySolano and click on the "Student" tab.
2. Under "Registration," click "Purchase Student ID Card" and select the appropriate term.
3. Click "Submit."
4. Under "Additional Fees" click "Select Additional Fees."
5. Pay \$5 with VISA or MasterCard.

**Need more information?**

[www.solano.edu](http://www.solano.edu)

For course information go to [my.solano.edu](http://my.solano.edu)


- All official SCC correspondence is sent to your SCC email
- Updates are made regularly based on State and Federal guidelines.

# FINANCIAL AID

The Financial Aid Office offers many types of financial aid programs that may help offset the cost of higher education such as tuition, fees, books, supplies, housing, transportation, and personal expenses. Financial Aid is one of many tools to help students achieve their educational and career goals, but it does not fully support all student expenses.


Title IV Federal Student Aid Programs – School Code 001292	California State Aid	California Community Colleges	Scholarship
<ul style="list-style-type: none"> <li>• Pell Grant</li> <li>• Supplemental Educational Opportunity Grant (SEOG)</li> <li>• Work-Study</li> <li>• Subsidized Loans</li> <li>• Unsubsidized Loans</li> </ul>	<ul style="list-style-type: none"> <li>• Cal Grant B, C</li> <li>• Chafee Grant for Foster Youth</li> </ul>	<ul style="list-style-type: none"> <li>• Extended Opportunity Programs &amp; Services (EOPS) and Cooperative Agency Resources for Education (CARE)</li> <li>• Foster Youth Success Initiative (FYSI)</li> <li>• CalWORKs Program</li> </ul>	<ul style="list-style-type: none"> <li>• Private foundations and non-profit organizations</li> <li>• Institutional (college/universities)</li> </ul>

## STEPS TO FINANCIAL AID



**1**  
Apply for FAFSA

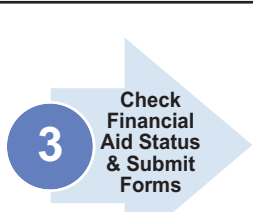
- Submit new FAFSA application every year at [www.fafsa.gov](http://www.fafsa.gov).
  - Use Solano Community College Title IV School Code 001292.
- Check status of FAFSA online at [www.fafsa.gov](http://www.fafsa.gov).
- Check financial aid status by logging in to MySolano at [my.solano.edu](http://my.solano.edu)



**2**  
Apply for BOG Fee Waiver


The Financial Aid office evaluates BOG Fee Waiver eligibility from the FAFSA:

- Check MySolano student email for Financial Aid Award notification.
- Access MySolano, student account, “Print Schedule Bill” to view Fee Waiver after registration.
- See BOG Fee Waiver for application information or visit [www.solano.edu/financial\\_aid](http://www.solano.edu/financial_aid), click on “BOG Fee Waiver.”



**3**  
Check Financial Aid Status & Submit Forms

- Submit appropriate forms and documentation to the Financial Aid Office. Forms and documentation accepted at Main Campus, Vacaville Center, and Vallejo Center.
- Make sure all forms and documents are:
  - Clear
  - Complete
  - Signed
  - Dated
- Verify FAFSA information by submitting documentation to the Financial Aid office. Documentation accepted at Main Campus, Vacaville Center, and Vallejo Center.



**4**  
Financial Aid review process, package & award

- Wait for the Financial Aid office to review, process, package and award disbursements to students. Disbursements are based upon student eligibility and enrollment status.
- Check MySolano financial aid status and email for correspondence from Financial Aid for:
  - Eligibility
  - Changes to status
  - Notifications
  - Updated information

**Need more information?**

For course information go to [my.solano.edu](http://my.solano.edu)

[www.solano.edu](http://www.solano.edu)

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# STEPS TO FINANCIAL AID

5

Maintain  
Financial Aid  
eligibility

- Maintain Satisfactory Academic Progress (SAP) standards and guidelines.
- Check MySolano financial aid “Progress,” “academic progress,” after grades are reported following each term.
- Refer to the Financial Aid webpage at [www.solano.edu/financial\\_aid](http://www.solano.edu/financial_aid). Click “Satisfactory Academic Progress.”

## Eligibility Requirements for Financial Aid

Eligibility for Financial Aid is based on several factors including financial need. In order to be eligible to receive Federal Title IV financial aid assistance, students must:

- Demonstrate financial need (except for certain loans).
- Have one of the following:
  - A high school diploma.
  - General Education Development Certificate (GED).
  - Documentation of other state standards approved by the Financial Aid Department.
  - High school completion in a home school setting treated as such under state law.
- Be a U.S. citizen or eligible noncitizen.
- Have a valid Social Security Number (SSN) or Alien Registration Number (ARN).
- Register with the Selective Service (males ages 18 – 25) using the online FAFSA at [www.fafsa.org](http://www.fafsa.org), or at [www.sss.gov](http://www.sss.gov), or by calling 1-847-688-6888 (TTY users can call 1-847-688-2567).
- Maintain Satisfactory Academic Progress (SAP).
- Not be in default on a federal student loan and not owe a refund or repayment on a federal student grant.
- Enrolled in an eligible program of study.
- Have not been convicted of possession or selling illegal drugs while enrolled and receiving financial aid.

## Students with Noncitizen Status

Students who are not U.S. citizens may still be eligible for financial aid if they are determined to become an eligible noncitizen. The following types of students with noncitizen status are generally eligible for federal financial aid:

- A permanent U.S. resident with a Permanent Resident Card (I-551)
- A conditional permanent resident (I-551C)
- The holder of an Arrival-Departure Record (I-94) from the Department of Homeland Security showing designations of
  - Refugee, Asylum granted
  - Parolee (I-94 confirms student parole status for a minimum of one year and status has not expired)
  - Victim of Human Trafficking
  - T-Visa Holder (T-1, T-2, T-3, etc.)
  - Cuban-Haitian Entrant

The SCC Financial Aid Office recommends that all students apply for financial aid, even if students do not think they will qualify for Financial Aid.

**Need more  
information?**

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For course information go to [my.solano.edu](http://my.solano.edu)

- All official SCC correspondence is sent to your SCC email
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# BOG FEE WAIVER

## CORRESPONDENCE

- All official correspondence from Solano Community College is sent to MySolano student email only.
- Any email forwarded to a personal account could risk the security of our correspondence or block important messages.

## FAFSA

Priority and state filing period each year is: January 1-March 2

- After the priority date all students are still encouraged to submit the FAFSA through the end of the spring semester
- Application processing may take up to 10 weeks
- Students may qualify for federal grants, work-study and student loans.
- Title IV Federal School Code 001292.

## CA DREAM ACT (AB-540 students)

California DREAM Act applications are available by referencing:

• [www.csac.ca.gov/dream\\_act.asp](http://www.csac.ca.gov/dream_act.asp) to be considered for the state Cal Grant and BOG fee waivers.

## FINANCIAL AID TV

Have questions? Need more information?

Watch online videos on Financial Aid TV:

- Financial Aid Basics
- Tutorials
- Common questions
- And many more

[solano.financialaidtv.com](http://solano.financialaidtv.com)

## What is a BOG Fee Waiver?

The Board of Governors "BOG" Fee Waiver is a state financial assistance program offered through the California Community College system. Enrollment fee(s) for qualifying students will be waived who meet BOG FW eligibility requirements in one (1) of the three (3) categories (A, B or C).

### ALL BOG Fee Waiver students are required to:

- Be a California resident
- Apply with the FAFSA (Free Application for Federal Student Aid) at [www.fafsa.gov](http://www.fafsa.gov)  
OR
- For Waivers A & B:

Refer to [www.solano.edu](http://www.solano.edu), click "Financial Aid" then "Fee Waiver" to fill out either:

- The new online CCCApply BOG fee waiver  
OR
- The Paper BOG fee waiver application.

### Students eligible for BOG Fee Waiver A must:

- Receive public assistance from the Aid to Families with Dependent Children (AFDC), Temporary Assistance to Needy Families (TANF/CalWORKS), Supplemental Security Income (SSI/SSP), or General Assistance.
- Sign an application under penalty of perjury verifying enrollment in one of the above listed programs.
- Provide documentation such as an Aid Verification Summary (TANF), copy of Benefits Letter from the Social Security Administration Office (SSI), photocopy of the most recent public assistance check (General Assistance).

### Students eligible for BOG Fee Waiver B must:

- Meet the 2016-17 Income Standards. These standards are based upon the federal poverty guidelines, as published each year by the U.S. Department of Health and Human Services. Under Title 5 of the California Education Code of Regulations, the student or the student's family must have a total income in the prior year (in this case 2015) that is equal to or less than 150% of the U.S. Department of Health and Human Services Poverty Guidelines on family size. The U.S. Department of Health and Human Services published the 2015 Poverty Guidelines in January 2015 (additional information will be posted after the guidelines are published):

**Need more  
information?**

[www.solano.edu](http://www.solano.edu)

For course information go to [my.solano.edu](http://my.solano.edu)

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# BOG FEE WAIVER

## CONTACT INFORMATION

Phone:

- (707) 864-7103
- Monday-Thursday, 9am-3pm

Main Campus:

- Student Services Building (400)
- 2nd Floor

Office Hours:

- Monday-Thursday, 9am-5pm
- Friday, 9am-12pm

### Center Locations:

Vacaville and Vallejo Centers will accept all completed Financial Aid "Student Requirement" forms and documentation.

## 2016-17 Income Standards (effective July 1, 2015)

FAMILY SIZE	Total Family Income	FAMILY SIZE	Total Family Income 2015
1	\$17,655	5	\$42,615
2	\$23,895	6	\$48,855
3	\$30,135	7	\$55,095
4	\$36,375	8	\$61,335
Each additional Family Member		\$6,240	

### Students eligible for BOG Fee Waiver C must:

- Demonstrate the 2016-17 minimum need threshold of \$1,104.00 based upon FAFSA data. (The "minimum need" threshold will be established annually by the California Community College Chancellor's Office.)

### How to check Fee Waiver status:

- Check MySolano student email account for BOG Fee Waiver eligibility notification. The BOG Fee Waiver will be reflected on MySolano "Print Schedule Bill" after enrolling in courses.

### CALIFORNIA DREAM ACT (AB-540 students)

The California Dream Act of 2011 (AB130 / 131) allows eligible undocumented and documented students to apply for and receive institutional scholarships and state administered financial aid including EOPS, CARE, of CalWORKS (AB-130) and community college fee waivers including the BOG Fee Waiver (AB 131).

To Apply:

- Refer to [www.solano.edu](http://www.solano.edu), click "Financial Aid" then "Fee Waiver."

Eligible students must have:

- Attended a California high school for at least three (3) years.
- Graduated from a California high school, earned a GED, or passed the California High School Proficiency Exam (CHSPE).
- Registered or enrolled at an accredited California college or university.
- Completed an affidavit (if required) documenting the student has filed (or will file when eligible to do so) for legal immigration status.

Solano Community College Records and Registration Department determines AB-540 residency status. Students must have their AB-540 status determined before submitting the BOG Fee Waiver application.

**Need more information?**

[www.solano.edu](http://www.solano.edu)

For course information go to [my.solano.edu](http://my.solano.edu)

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# ASSESSMENT CENTER



(707) 864-7118



<http://www.solano.edu/assessment/>



Building 400, Room 442 (Second Floor)



## Office Hours:

Monday and Tuesday: 11:00 a.m. – 7:30 p.m.  
Wednesday – Friday: 8:00

## Testing Hours:

Monday and Tuesday: 1:00 p.m. and 5:00 p.m.

## Steps for Assessment

1. Complete SCC Application for Admission.
2. Attend In-person or Online Orientation.
3. Reserve your SCC Assessment Test Appointment (SCC ID# Required).
4. For Assessment Test Appointment questions, contact:
  - Fairfield Main Campus: (707) 864-7118 or [Assessment@solano.edu](mailto:Assessment@solano.edu)
  - Travis Center: Call for Tuesday Appointments (707) 863-7878
  - Vacaville Center: (707) 863-7872
  - Vallejo Center: (707) 642-8188
5. Review Sample Accuplacer Assessment Test Questions.

## On Test Day (Please arrive 5 minutes early):

6. Purchase \$1 Daily Parking Permit from dispenser.
7. Bring a photo ID and your SCC ID Number.
8. Assessment Center locations:
  - Fairfield Campus: Student Services, Bldg. 400, Second Floor, Room 442.
  - Vacaville Center: Main building, Second floor, Room 208.
  - Vallejo Center: Main building, Check-in at front desk.

New students, enrolling in 6 or more units, of non-exempt courses, are encouraged to participate in Solano Community College's English Reading Comprehension, English Sentence Skills, Math and/or ESL Assessment Tests. These tests assess skills in one or more of the following areas:

- English Reading Comprehension
- English Sentence Skills
- Arithmetic
- Elementary Algebra
- College-Level Math
- ESL Language Use
- ESL Reading Skills
- ESL Sentence Meaning

In most cases, students may test twice in 3 years.

## Need more information?

[www.solano.edu](http://www.solano.edu)

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# ASSESSMENT CENTER

## Exceptions:

1. Students who demonstrate meeting academic pre-requisites for SCC course requirements, through official high school and/or college transcripts, may waive one or more assessment tests.
2. High school graduates who have completed intermediate algebra or higher during high school, may waive the Math assessment test.

## ENGLISH READING COMPREHENSIVE TEST

1. This test provides a Reading Comprehension score for placement in a reading class.
2. The Reading Comprehension placement test can be taken as many times as desired. If you are unsatisfied with your score, you may re-test after one week.
3. A score of 95 or above satisfies the General Education Reading Course Requirement—in lieu of successfully completing English 062: Analytical Reading—for an AA/AS Degree

## ENGLISH SENTENCE SKILLS TEST

1. This test provides a Sentence Skills score for placement in a writing class.
2. The Sentence Skills placement test can be taken two times in three years. If you are unsatisfied with your original score, you may re-test after one week.
3. Once a student has participated in an initial writing course, the student must continue the sequence order of writing courses, from initial writing course to successfully completing English 001: College Composition.

## MATH TEST LEVELS

1. Arithmetic Test: 17 math problems
2. Elementary Algebra Test: 12 math problems
3. College Level Math: 20 math problems
4. The Math assessment test can be taken two times in three years. If you are unsatisfied with your original score, you may re-test after one week.”

## ENGLISH AS A SECOND LANGUAGE (ESL) TEST

Students learning English as a second language during childhood, adolescence or as an adult, may participate in the ESL tests for placement in SCC's English Second Language courses. ESL students must complete all three ESL tests.

1. ESL Language Use: 20 questions
2. ESL Reading Skills: 20 questions
3. ESL Sentence Meaning: 20 questions
4. The English as a Second Language (ESL) placement test can be taken as many times as desired. If you are unsatisfied with your score, you may re-test after one week.

### Need more information?

[www.solano.edu](http://www.solano.edu)

For course information go to [my.solano.edu](http://my.solano.edu)

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# COUNSELING



**Fairfield Campus** (707) 864-7101  
**Vallejo Center** (707) 642-8188

**Vacaville Center** (707) 863-7872  
**Travis Center DSN Line** (707) 424-2431



<http://www.solano.edu/counseling/>



**Fairfield Campus:** Building 400, Room 404  
**Vallejo Center:** Main Building

**Vacaville Center:** Main Building  
**Travis Center:** Building 249



**Fairfield Campus:** Monday – Thursday: 8:30 a.m. – 6:00 p.m. Friday: 8:30 a.m. – 3:00 p.m.  
**Off Campus Centers:** Please see Website for Hours

The goal is to provide services, programs and opportunities that promote student learning, development, purpose, and persistence.

## MEET A COUNSELOR

The Counseling Center provides career, educational, and personal counseling services. Counselors work with students to help them understand their interests, abilities, and achievements. They also assist in determining goals and planning programs to attain those goals. Counseling is available year-round for same day (if available) and future appointments.

## HOW DO I MAKE A COUNSELING APPOINTMENT?

1. Online: [www.solano.edu](http://www.solano.edu)
2. In person.
3. Call the campus where you would like to make the appointment.

## WHAT SHOULD I BRING TO MY COUNSELING APPOINTMENT?

- Current: SCC unofficial transcript
- New Students: take our English and Math Assessment first and bring a copy of your high school transcripts (unofficial transcripts are acceptable).
- Transfer Students: It is important to bring a copy of your previous college transcripts (unofficial transcripts are acceptable).

## ONLINE APPOINTMENTS

Schedule a counseling appointment online for the Fairfield Campus, Travis Air Force Base campus, Vallejo or Vacaville Centers.

### Need more information?

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For course information go to [my.solano.edu](http://my.solano.edu)

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# BOOKSTORE



(707) 864-7111



[www.solano.edu/bookstore](http://www.solano.edu/bookstore)



Fairfield Campus, Student Center, Building 1400



Monday - Thursday: 8:00 a.m. – 6:00 p.m.  
Open year round (except campus holidays)

Friday: 8:00 a.m.- 1:00 p.m  
Extended hours first week of term

The Bookstore provides textbooks (Used, New, Rental and Digital) and instructional materials for SCC courses and also carries:

- School supplies
- Reference materials
- Study aids
- Art supplies
- SCC logo and insignia items

Textbooks for all campus locations are sold at the Main Campus and at [www.solano.edu/bookstore](http://www.solano.edu/bookstore)

Major Credit Cards accepted with proper identification

An ATM is available in the Student Center lobby

## Textbook Purchasing

### Used and New

- The Bookstore makes instructor selected new, and used textbooks and course materials available for students to purchase
- Textbooks correspond with individual class sections (CRNs) and should be purchased by students enrolled in the class
- Books and prices are subject to change
- Online ordering is available at [www.solano.edu/bookstore](http://www.solano.edu/bookstore) (online purchases include a nonrefundable shipping fee)

### Digital

- Digital versions (etextbooks) of textbooks are available for purchase and can be downloaded to Yuzu compatible device(s) or through a web browser
- A list of digital textbooks available can be found at [www.solano.edu/bookstore](http://www.solano.edu/bookstore).
- Instructions for accessing digital textbooks, including access codes, are available after purchase.

## Textbook Rental

- Some textbooks are available for students to rent for the semester (from the day the book is purchased until the last day of finals).
- Renting textbooks saves students on average 50% of purchasing new textbooks.
- Textbook rentals may be purchased with any payment method, but a credit card number must remain on file with the bookstore.
- Rental textbooks must be returned in good condition in person or via mail (postmarked by the due date) to the SCC Bookstore.
- A list of textbooks available for rent can be found at [www.solano.edu/bookstore](http://www.solano.edu/bookstore) (rental textbooks are available in print and digital form).
- The Bookstore has the right to charge (processing fee and replacement cost) students for any rentals not returned or determined unusable for future use
- It is the responsibility of students to return the textbook to the book store.

### Need more information?

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## Cash for Books Program

- The Bookstore will buy back textbooks that will be used in the upcoming term regardless of where they were purchased
- Students may receive up to 50% of the determined value of the textbook
- While textbooks can be sold back to the bookstore at any time, the best time is at the end of the term during finals week
- Textbooks, including all original materials (CDs, workbooks, etc.) and photo ID are needed at time of buyback

## Refunds

The Bookstore accepts refunds or exchanges on purchases from the SCC Bookstore with original receipt and within published policy limits. To view the refund policy go to [www.solano.edu/bookstore](http://www.solano.edu/bookstore), click “Refunds.”

### Textbooks

- First week of class - full refund in original form of payment with
  - Original receipt
- First 30 days of term - full refund in original form of payment with
  - Original receipt
  - Proof of schedule change
- No refunds or exchanges on
  - Unwrapped loose leaf books
  - Digital access codes
  - Activated eBooks
  - Textbooks without original receipt

### General Reading Books, Software, Audio, Video & Small Electronics

- Full refund within 14 days of purchase in original form of payment with
  - Original receipt
  - Original condition
- Audio books, DVDs, CDs, software, and small electronics must be unopened with original receipt to receive a full refund.
- Defective Audio books, DVDs, CDs, software and small electronics can be exchanged with original receipt for the same item.

### All Other Merchandise in original condition

- Full refund with original receipt
- Store Credit at current selling price without original receipt
- Cash back on merchandise credits or gift cards will not exceed \$1
- No refunds on gift cards, prepaid cards, phone cards, newspapers, or magazines

**No refunds or exchanges without original receipt.**

## Fair Pricing Policy

Barnes and Noble College Booksellers comply with local weights & measures requirements. If the price on the receipt is above the advertised or posted price, please alert a bookseller and we will gladly refund the difference.

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