

# Student Services

## Student Life/Student Activities Student Life Center Ext. 4525

**Bldg. 9C**

The Student Life Office is responsible for student involvement and leadership programs and serves as the hub of student activities at Mt. SAC. The Associated Students (AS) Government serves as the representative voice for students, while providing students with an opportunity to develop leadership skills. The Student Activities Fee funds many AS activities, sponsored events, and initiatives which support student programs, projects and services throughout the year. Inter-Club Council represents over 45 student clubs and is comprised of one representative from each student club. The Student Life Center provides students a relaxing area to access free wireless internet with their laptops, watch TV, play foosball, ping pong or a variety of board games. Students who are involved in co-curricular activities are encouraged to complete the Activities Transcript (available online) which complements their academic transcript and verifies their leadership and service experiences. The Bookstore (Bldg. 9A) sells AS discount amusement park and movie tickets. Student Life also oversees an off-campus Housing Referral Program and Lost and Found (all unclaimed items for the previous year are auctioned off each September).

Students' rights and due process procedures related to student discipline and academic grievances are facilitated through this office.

## Veterans Services Ext. 4520 Student Services Center

The Veterans Service Center is available to assist veterans and eligible dependents on all matters relating to veteran benefits. Opportunities for veterans and dependents include:

- A. Assistance in preparing and processing requests for Veterans Administration educational benefits;
- B. Referral assistance for vocational and personal counseling;
- C. Tutorial program referral;
- D. Referral assistance in applying for financial aid and scholarships. To file for education benefits with the VA, veterans, service members, reservists and spouses/dependents of a "service connected" disabled or deceased veteran may use the Veterans Online Application Website (VONAPP):  
<http://vabenefits.vba.va.gov/vonapp/main.asp>

After completing the VONAPP (allow 2-3 weeks for processing) you will receive a "Certificate of Eligibility" letter, which you must submit to Mt. SAC's Veterans Affairs Office immediately.

# Campus Services

## Bookstore (SacBookRac) Building 9A Ext. 4475

### Regular bookstore hours:

Monday - Thursday 7:45 a.m. - 6:00 p.m.  
Friday 7:45 a.m. - 4:00 p.m.

### Call the bookstore for Winter Session extended hours

\*Hours subject to change

We encourage students to buy their books early, especially if they want to save money by purchasing used books. Books are sold on a first-come, first-served basis.

Students may order textbooks online at [www.sacbookrac.com](http://www.sacbookrac.com). Orders can be picked up at the store or shipped to the student's home.

### Winter 2010 Buyback Hours:

(Hours below are subject to change)

Bookstore: Feb. 8 - 11 10:00 a.m. - 4:30 p.m.

Books and supplies for students ordinarily average between \$200 to \$400 per semester, depending upon the program of study selected.

### Refund Policy

Refunds are allowed until the end of the first week of classes each semester. The refund policy details are posted in the bookstore and are printed on a bookmark which is attached to the purchase receipt.

## Food, Beverages & Supplies

### Mountie Stop (Convenience Store)

Building 9A, Ext. 4497

Beverages, snack foods, candy, test supplies, mini drug store.

### Hours:

Monday - Thursday 8:00 a.m. - 4:00 p.m.  
Friday 11:00 a.m. - 2:00 p.m.

### Express Stop (Convenience Store)

Building 16A, Ext. 4142

Super selection of beverages, snack foods, Starbucks coffee, fresh salads and sandwiches, baked goods, pizza, test supplies and daily newspapers.

### Hours:

Monday - Thursday 7:00 a.m. - 9:00 p.m.

# Campus Services

## **Quick Stop** (*Convenience Store*)

**Building 40, Ext. 6216**

Beverages, snack foods and school supplies.

### **Hours:**

Monday - Thursday Call for hours

## **Mountie Grill** (*Fast Food*)

**Building 19C, Ext. 4624**

Located west of Building # 28. Features made to order burgers and fries, including veggie burgers, and outdoor patio seating.

### **Hours:**

Monday - Thursday 8:30 a.m. - 1:30 p.m.

## **Prime Stop** (*Convenience Store*)

**Building 61, ext. 4262**

Super selection of beverages and snack foods. Espresso and lattes, fresh salads and sandwiches. ATM is also available.

### **Hours:**

Monday - Thursday 7:00 a.m. - 9:00 p.m.

## **Short Stop** (*Convenience Store*)

**Building 67A**

Located in the Health Occupations Building. Features Starbucks coffee and a variety of cold beverages, snacks, candy, sandwiches, salads, and test supplies. ATM is also available.

### **Hours:**

Monday - Thursday 7:30 a.m. - 9:00 p.m.

## **Vending Machines**

**Buildings 2, 3, 4, 9C, 26, 28, 30, 31, 40, 45 and 60**

Located in various areas on campus, provide snacks and drinks.

### **Hours:**

Monday - Friday 7:00 a.m. - 9:30 p.m.  
Saturday 7:00 a.m. - 5:00 p.m.

*If students have a problem getting food or money returned, they may go to the Auxiliary Services Office located in Building 9A to complete a form to receive a refund. Students receive refunds for vending machine at the Mountie Grill, Express Stop, Mountie Stop and Auxiliary Office.*

## **Campus Café**

**Building 8, Ext. 4105**

Located on the west side of campus next to the bookstore. Serves breakfast, lunch and dinner in a sit-down-to-eat atmosphere.

### **Hours:**

Monday - Thursday 7:00 a.m. - 1:30 p.m.

## **Common Grounds** (*Coffee House*)

**Ext. 4180**

Located in the Campus Café. Features Starbucks espresso beverages and offers wireless internet access.

### **Hours:**

Monday - Thursday 6:30 a.m. - 1:00 p.m.  
Friday 6:30 a.m. - 11:00 a.m.

## **Carl's Jr.**

**Building 8, Ext. 2909**

Located in the Campus Café.

### **Hours:**

Monday - Thursday 7:00 a.m. - 8:00 p.m.  
Friday 7:00 a.m. - 3:00 p.m.

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## **Child Development Center — North**

Main Office, (Building 9E)

**Ext. 4920**

**Hours: (Office open M-F, 8:00 a.m. - 5:00 p.m.)**

Monday - Thursday 6:30 a.m. - 7:00 p.m.  
Friday 6:30 a.m. - 5:00 p.m.

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## **The Language Learning Center**

Building 6-264

**Ext. 4580**

Provides media and technology to practice foreign languages and English.

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## **Learning Assistance Center**

The Learning Technology Center (Building 6)

**Ext. 4300**

Monday - Thursday 8:00 a.m. - 8:00 p.m.

Offers tutoring, a computer lab, courses in basic math, reading, writing and study techniques and testing services. Current Mt. SAC photo I.D. required.

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## **Learning Lab**

The Learning Technology Center (Building 6)

**Ext. 5666**

Monday - Thursday 8:00 a.m. - 8:00 p.m.

Offers free use of PC and MAC computers which are internet accessible and are connected to the Mt. SAC Library databases. A current student photo I.D. card must be presented for service.

## Campus Services

### Library

The Learning Technology Center (Building 6)  
Ext. 4260

Monday - Thursday 10:00 a.m. - 7:00 p.m.

A Mt. SAC student photo I.D. card with the current semester sticker affixed must be presented to check out books, reserve items, or any other library or media materials.

### Media Services

The Learning Technology Center (Building 6), Ext. 4270

Media materials only.

#### Hours:

Monday - Thursday 10:00 a.m. - 5:00 p.m.

### Parking

Building 40, Room 102

Ext. 4299

#### Closed holidays and evening hours during recesses

Monday - Thursday 7:30 a.m. - 8:30 p.m.

Friday 7:30 a.m. - 4:30 p.m.

### Tutoring

Offers free tutoring in math and English/writing and many other subjects.

#### Math: Math Activities Resource Center (MARC)

Building 61 — Room 1318, Ext. 5014

[math.mtsac.edu/labs.html](http://math.mtsac.edu/labs.html)

#### Hours:

Monday - Thursday 9:00 a.m. - 7:00 p.m.

#### Math: Transfer Math Activities Resource Center

(T-MARC), Building 61 — Room 1314, Ext. 5389

#### Hours:

Monday - Thursday 9:00 a.m. - 7:00 p.m.

#### Writing: The Writing Center

Building 26B-100, Ext. 5325

[www.mtsac.edu/instruction/humanities/writingcenter](http://www.mtsac.edu/instruction/humanities/writingcenter)

Hours vary by semester. Please call ext. 5326.

#### Multiple Subjects: Tutorial Services

The Learning Technology Center (Building 6),  
Ext. 6605

#### Hours:

Monday - Thursday 9:00 a.m. - 7:00 p.m.

## Childcare Services

### Admission Policy

Early care and education services are provided between the hours of 6:30 a.m. and 7:00 p.m., Monday through Thursday, and 6:30 a.m. - 5:00 p.m. on Friday for student/parents, staff, and community parents (*community children on a space-available basis only*). The Child Development Center welcomes all children from birth through age 5 regardless of sex, ethnicity, or physical disability. A child must be in good health and parents must meet eligibility requirements. Student/parents must be enrolled in 3 or more units of credit coursework in order to be accepted into the program.

### Children's Program

Half and full-day State Preschool programs, CCAMPIS, as well as General Childcare funding, are available to a limited number of eligible children. Children not eligible for State funding may enroll in the fee-based program. The fee schedule is available by contacting the Child Development Center at (909) 594-5611 ext. 4920.

### Minimum Hours Requirement

Children must attend at least 2 days per week with a minimum of 3 hours each day.

### New Children Registration December 7-9, 2009

Dec. 7, 2009 (9:00 a.m. to 12:00 p.m.)	Infants (0 - 12 months) and Younger Toddlers (13 - 22 months)
Dec. 8, 2009 (9:00 a.m. to 12:00 p.m.)	Older Toddlers (22 - 34 months)
Dec. 9, 2009 (9:00 a.m. to 12:00 p.m.)	3 and 4 year olds

### Enrollment

Application packets for children are available beginning 11/1/09. Enrollment must be done in person at the Child Development Center, Building 9E, located behind the campus bookstore. Registration hours for **new children** are listed in the chart above. Registration hours for **returning children** are: **Nov. 18-25, 2009, 9:00 a.m. - 4:00 p.m.**