

# CHAPTER 3 — STUDENT LIFE

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## INTRODUCTION

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Student Services provides a variety of approaches to assist students to meet the demands of college. Through the use of online services such as registration, a Web-based catalog and an online schedule of classes, and activities, students are provided with current information about new programs and course offerings.

Resources are available to help students explore possible career options, develop an individualized educational plan and seek out information regarding financial aid and scholarships. San José City College students are able to develop the necessary skills for successful learning and career choices by enrolling in an orientation to college course, and/or a course that is designed to prepare them for college or career success.

Student Services offers assistance in addressing both transfer and non-transfer degrees, certificates, and programs. Students have access to the process for guaranteed admission to selected CSU, UC and private institutions, and online information for specific major and/or transfer requirements. Our comprehensive program has been developed to prepare our students for the challenges and the opportunities that exist in Silicon Valley. Student Services at San José City College is committed to excellence and to striving to meet the challenges of the 21<sup>st</sup> century.

## ACTIVITIES AND CLUBS

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A wide range of student activities is encouraged and sponsored by the students, faculty, staff, and administration of the college. Organized activities include intercollegiate athletics for men and women, student publications, cultural programs, music, theatre arts, social and recreational events, and radio broadcasting.

Numerous student clubs representing a variety of interests and purposes are active throughout the year. All students are invited to explore the many opportunities available and are encouraged to organize or select an existing club in which their participation may be of individual value and interest.

Detailed information about student activity programs and organizations is available in the Office of the Student Life, Student Center, Room SC115J, or (408) 298-2181, ext. 3837.

Associated Student Clubs that have been sponsored by the AS are:

- Art Club
- Black Student Union
- Byte Club
- Christian Club
- Disabled Students Club
- English Conversation Club
- Journalism Club
- La Raza Student Alliance



- MEChA
- Mental Health Client Club
- Multicultural Club
- Psychomedia Club
- Puente Club
- Sigma Eta Beta (Cosmetology)
- Students for Social Justice
- Vietnamese Student Association

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### **ASSOCIATED STUDENTS**

Students at SJCC have the opportunity to participate in shared governance along with faculty, classified staff, and administrators. The Associated Students (AS) is the student part of the governance of the college. The AS Administrative Council, headed by the Associated Student President, is the governing body of the AS and appoints students to serve on various campus and district committees. The AS Administrative Council provides the student body with a direct voice and vote in determining the operation and direction of the college. Through participation in student government, students will acquire leadership skills, sense of accomplishment, and personal growth.

All enrolled students are members in the San José City College Associated Students. Associated Student (AS) stickers are given to students after the Student Activity Fee of \$5 per semester is paid at the time of registration. A fee waiver may be requested. AS stickers are used for discounts to various campus activities, merchandise at the Campus Store, and merchants in the community. AS stickers are required of all students who receive emergency loans and scholarships through the Student Accounts Office. They are also required of all officers of various clubs and organizations. The funds from the AS Student Activity Fee are used to support campus events and various educational, academic, cultural, athletic, social, and recreational activities.

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### **CAL WORKS PROGRAM**

(California Work Opportunities & Responsibility to Kids)  
Program Eligibility Requirements: TANF (formerly AFDC)  
Recipients

Support services offered by the CalWORKS program, in coordination with Santa Clara County Social Services CalWORKS Employment Services Program, include childcare, transportation, books, supplies, and other school-related expenses. In conjunction with the Second Harvest Food Bank, a monthly food distribution is provided for our students. In addition, college orientations, assistance with registration, financial aid, academic and personal counseling, referrals to campus and community services, guidance classes, paid work experience, job placement assistance, and employment retention services are provided during training and continue beyond employment.

The CalWORKS support staff at SJCC consists of a CalWORKS liaison, a counselor, a job placement officer, a work experience coordinator, and program assistants who work together to make each student's school-to-work transition a rewarding experience. Vocational training programs are linked to career ladders, which allow students the opportunity to continue their educational and professional goals while employed.

The CalWORKS office is located in the Student Center. Office hours are Monday – Friday, 8 a.m. – 5 p.m. or call (408) 288-3743.

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### **CAMPUS STORE**

The Campus Store is proud to serve students, faculty and staff. We carry course materials, school supplies, logo products, backpacks, greeting cards, candy and gifts.

We are committed to keeping the cost of textbooks down by making available as many used books as possible. Our textbook buyback program enables students to recycle their books and to receive cash back on the spot. We pay the highest dollar value during finals week but also offer buyback at national wholesale prices every day. We buy back every college textbook for which there is a resale market. To qualify for buyback, a book must be the correct edition, in good condition with all the original pages and components, and have limited highlighting and writing. Please check the store for details.

Students may now order books online from the SJCC Campus Store at <http://campusstore.sjcc.edu>. Books can be shipped to students or held in the store for pickup.

The Campus Store is located in the Student Center at Leigh and Moorpark. For more information, contact the Campus Store at (408) 288-3737.

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### **CAREER/TRANSFER CENTER**

The Career/Transfer Center (CTC) provides students with valuable information on career exploration and college/university requirements. In addition to career exploration resources, the CTC also serves as a center to assist students who are transferring to four-year colleges or universities. The CTC provides transfer reference materials, pamphlets, brochures, college catalogs, and Internet access. Career and transfer workshops are also offered throughout the academic year. CTC Services include:

- Assistance in exploring majors, colleges/universities and career options
- Access to Admissions Information for Private, State and Independent Colleges and Universities, including CSU and UC Admission Applications
- Extensive resource library with information on careers and four-year institutions



- Scheduled visits from representatives of four-year colleges and universities
- EUREKA- a computer database for researching occupations, majors, colleges and scholarships
- Assistance with online applications
- Internet access for educational research
- Information on how to get guaranteed admission to selected four-year colleges and universities
- Current information about transfer-related events at SJCC and at four-year colleges
- Transfer Preparation Workshops which include:
  - UC/CSU admission requirements
  - UC/CSU admission application procedures
  - Writing the UC essay
  - Financial Aid
  - Pathways to teaching
  - Private college admission requirements
- Fall Transfer Day
- Spring Transfer Night
- Bus tours to selected four-year colleges

The CTC is located in the Student Center. Visit our Web site for updated transfer information and links: [www.sjcc.edu/Student-Services/TransferCenter/](http://www.sjcc.edu/Student-Services/TransferCenter/)  
(408) 298-2181 ext. 3939

## **CARR PROGRAM** **CREATIVE ATHLETIC RETENTION RESPONSE**

### **MISSION STATEMENT**

The San José City College C.A.R.R. Program is committed to providing student athletes with the proper resources necessary to insure their growth and development while maintaining the highest levels of integrity, equity, pride and tradition. San José City College is committed to representing a unit composed of a comprehensive set of student assistance programs designed to facilitate successful student persistence through the completion of the Associate in Arts degree and the Associate in Science degree. The C.A.R.R. Program provides opportunities for academic, athletic, and personal development, which fosters growth in decision making and planning, and the fulfillment of career and life goals.

The main purpose of the C.A.R.R. Program is to provide an alternative learning resource center for San José City College students, with a special emphasis on student-athlete population, a comprehensive array of academic support services and programs designed to enhance academic achievement, cultivated good

study habits and skills, and also assess the needs of students. Improving and/or maintaining academic success is the central theme, and resources are designed and implemented with this theme at its core. The C.A.R.R. Program is designed to guide students in the development of their academic potential and motivate them to become self directed learners.

The academic progress of student athletes is encouraged through academic counseling, encouraging compliance, academic eligibility requirements, carefully monitoring degree progress, providing opportunities and support to all student athletes in their integration into the academic community of San José City College.

For more information, contact the C.A.R.R. Program at (408) 288-3739.

## **CHILD DEVELOPMENT CENTER**

The San José City College Child Development Center provides a full-day/part-day Preschool Child Development Program for the children of students, staff and our neighboring community. Children must be two years to five years of age. Parents must be enrolled in a minimum of nine daytime units of coursework in order to receive subsidized care. Tuition fees are based on family income and size, with priority given to low-income families. The Center provides a quality developmental program and serves as a laboratory training program for students in the Early Childhood Education program.

For more information, call (408) 288-3759.

## **COLLEGE INFORMATION AND RECRUITMENT**

The College Information and Recruitment Office is dedicated to providing information to the community regarding San José City College's academic and vocational programs. The College Information and Recruitment staff recruits prospective students at local high schools, community agencies, and community events. Our staff provides personal assistance with the admission and registration process.

The College Information and Recruitment Office encourages new students to register for Guidance courses in Orientation to College, College Success, Career and Life Planning, and College Study Techniques.

For assistance, contact the College Information and Recruitment Office located in the Student Center at (408) 288-3708.

## **COUNSELING PROGRAM**

The Counseling Program at San José City College helps students identify their strengths and achieve their potential. The counseling staff is available to assist students in planning an academic program that meets the requirements for certificates, graduation, transfer to four-year institutions, or supports personal



interest. Students at San José City College are encouraged to define their educational objectives and plan how to achieve those objectives. Assessment to help define those goals is available. Counselors are available to assist students by appointment or during specific drop-in hours.

In addition to counseling services, guidance courses are offered to support students personal, academic and career success. For more information, contact the Counseling Office at (408) 288-3750.

### ***DISABLED STUDENTS PROGRAM AND SERVICES (DSP&S)***

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The Disabled Students Program and Services (DSP&S) provides support services and instructional classes for students with disabilities attending San José City College. The main purpose of our program is to provide those services the student needs to participate in mainstream academic and vocational programs. Services offered through DSP&S are in compliance with Section 504 of the Federal Rehabilitation Act of 1973 as amended, Title V of the State of California Education Code and the Americans with Disabilities Act.

The following services are available to the student: academic, personal and vocational counseling, interpreters, mobility assistance, readers, parking, individual assessment, large print books, registration assistance, tutoring and assessments.

Specialized courses offered through DSP&S are Diagnostic Learning, Writing and Reading Strategies, Introduction to College, Career Planning, Adaptive Physical Education, Adaptive Word Processing and Computer Assisted Instruction.

For more information, contact DSP&S in the Student Center or call (408) 288-3746 (Voice), (408) 294-3447 (TTY).

### ***EDUCATIONAL PLANS***

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Upon admission to the College, all students will be required to express a broad educational goal. A specific educational goal with an Educational Plan must be declared by the time the student has completed 15 semester units. It is the responsibility of the student to schedule an appointment with a counselor to complete an educational plan. Failure to specify the goal, complete the Educational Plan, diligently attend classes, complete assignments and maintain progress towards that goal, may result in denial of further services to the student by the College and the District.

### ***EXTENDED OPPORTUNITY PROGRAM AND SERVICES/COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (EOP&S / CARE)***

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EOP&S and CARE are comprehensive programs designed to assist low-income students with their educational pursuits. The goals of the programs are to provide eligible students the opportunity and support necessary to undertake and complete their education at San José City College. The EOP&S Program provides support with additional financial assistance, application fee waivers, tutoring, transfer services, career and academic counseling. The CARE program provides support with subsidized childcare, workshops, assistance with transportation, and transfer planning. Students who qualify for these programs are expected to demonstrate satisfactory academic progress toward their educational goals.

All interested students will need to meet income program requirements. Contact the EOP&S/CARE Program (408) 288-3788 or TTY (408) 294-3447 (Hearing Impaired) to obtain additional information. The EOP&S/CARE office is located in the Student Center. The office hours are Monday–Thursday, 8 a.m.–6 p.m., and Friday, 8 a.m. – 5 p.m.

### ***HEALTH SERVICES***

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The San José/Evergreen Community College District provides access to a medical provider (Medical Doctor, Nurse Practitioner or Physician Assistant), mental health counselor, and a public health nurse to assist students in various health-related matters. The Health Services fee is assessed to cover the cost of the medical services that include health information, health and personal counseling, short-term adjustment counseling, family planning, TB skin tests, and immunizations. Pregnancy tests, STD testing, pap smears, laboratory services, and other medical care are available for a minimal fee. First aid is also offered to students during Student Health Services office hours.

Not included in the Health Fee are X-rays, hospitalization, ambulance, pharmacy services, off-campus care, family coverage or on-going medical care. These are the responsibility of the student and not included in the basic Health Services fee.

### **FINANCIAL AND LEGAL LIMITATIONS**

Although the College provides health services for enrolled students, it is in no way financially responsible for the total medical care of the student nor is it legally liable for accidents occurring on campus.

Illness or accidents incurred on campus should be reported immediately to the Student Health Services office. Students with serious chronic health problems are advised to inform the Student Health Services office so that in case of an emergency, the best possible medical care can be administered.



The Student Health Services Office is located in the Student Center. Office hours are Monday – Thursday, 8:30 a.m. to 8:00 p.m., closed for lunch from 12:00 p.m. - 1:00 p.m., and closed on Fridays. For more information on community links, click on the Services button and choose the Health Services page at [www.sjcc.edu](http://www.sjcc.edu).

### ***HONORS PROGRAM***

The San José City College Honors Program is designed to motivate new and continuing students to excel in an intellectually stimulating environment.

Continuing students with a minimum cumulative GPA of 3.25 and are eligible for English 001A may participate in the Honors Program. Most of the continuing students are referred by the faculty of San José City College. In each case, the students meet with the Honors Program Director to choose honor options in their course work.

For more information, contact Dr. Pat Gerster, Dean of Humanities, at (408) 288-3785.

San José City College is a chartered member of Phi Theta Kappa International Honor Society. Students who participate in the Honors Program may be eligible to join the chapter. Membership in Phi Theta Kappa expands the student's knowledge in the four hallmarks of excellence: scholarship, leadership, fellowship, and service. In addition to the bond of membership, scholarships are available at many four-year institutions for Phi Theta Kappa transfer students.

For more information, contact the Office of Student Life at (408) 298-2181, ext. 3837.

### ***INTERNATIONAL STUDENT SERVICES***

The International Student Program provides all international students with updated SEVIS and TOEFL information, student status consultation, class scheduling, and academic, personal, and occupational counseling. San José City College offers many programs, services and opportunities for international students to excel in their academic studies and assists our students to transfer to a college or university of their choice.

For more information, contact the International Admissions Counselor, Doriann Tran (408) 288-3750.

### ***SJCC JOB PLACEMENT OFFICE***

Job Placement provides students and alumni individualized assistance in the job search process: job search techniques, current job binders/board, Internet access, job/internship referrals, resumé development, mock interviews, workshops, fax, and other job-related resources for gaining meaningful employment.

Job Placement is located on the second floor of the Student Services Center in Room 216. Patricia Greene, Job Placement Specialist, is available:

- Monday–Thursday, 10 a.m. – 6 p.m.
- Friday, 8:30 a.m. – 4 p.m.

Please call (408) 288-3783 for additional information.

### ***LIBRARY SERVICES***

The Library offers a highly useful collection of print, audio-visual and electronic resources housed in a state-of-the-art building. Printed materials include a shared collection of library materials with Evergreen Valley College and current subscriptions to print and electronic journals. The Library also houses a Reserve collection. Study areas are found throughout the Library with access to hardwired and wireless Internet connection. There is an electronic research area and audiovisual equipment is available for in-house media watching and listening; coin- or card-operated copying machines and print stations are also available.

Reference librarians are available to provide instruction and to assist students in locating information. Library orientations and workshops are held in the Electronic Resource Lab. The SJCC Student ID card serves as a Library card and is issued in the Student Life Office located in the Student Center.

The Library also offers two courses in an online environment: Library Studies 015 (3 units) – Electronic Research and the Internet, and Library Studies 022 (1 unit) – Internet Research Strategies.

### ***PUENTE PROGRAM***

Puente means “bridge” in Spanish. The mission of Puente is to increase the number of educationally underserved students who enroll in colleges, earn degrees, and return to the community as leaders and mentors to future generations. Puente was founded in 1981 and created to address the low rate of academic achievement among Mexican-American and Latino community college students. Puente is open to all students.

San José City College's Puente Program provides an academic and supportive environment in which students can achieve their educational and career goals in partnership with a counselor, culturally sensitive instructors, community professionals, and peer mentors. The program integrates writing, counseling, and mentoring components to provide a focused, sustained and engaging learning environment for students. Puente offers two writing classes that students take in conjunction with a guidance class. A trained counselor works with the English instructor and follows the students throughout their course work to graduation at San José City College and assists them in transferring to a four-year institution. An important part of the Puente program is the mentoring element where students are paired with profes-



sional mentors from the community who act as role models and guides. Mentors share their educational background and career expertise and help students understand how they can achieve their educational goals.

In addition to the English/Counseling/Mentoring components, Puente offers supplementary courses in reading and math. Faculty teaching these classes work with the Puente counselor to provide additional support and educational experiences for the students.

The Puente Program offers students support and guidance, individualized counseling, tutoring, transfer assistance, scholarships, and campus and community involvement.

The Puente Office is located in Room SC 201J. For additional information please call Maricela Martinez at (408) 288-3798.

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### ***SERVICE LEARNING PROGRAM***

The Service Learning Program was established in Fall 1997 to provide opportunities for voluntary service in the community. Partnerships with over 60 community service agencies and local schools have been formed through this program. These agencies are seen as extensions of the classroom. Instructors give students the option to complete a class project exploring course-related issues through participation in reflective tasks (reports, journals, and presentations) in which classroom theory is related to the real world. This activity prepares today's students for life-long learning in our rapidly changing world. Our community partners welcome the service by our students, and they proudly support the academic goals of these students.

Information on the project is available in the Service Learning Office. This includes detailed information on each community agency as well as application forms. The Service Learning Coordinator has scheduled office hours in the center to advise students. In addition, students have 24-hour access to program information and can sign-up online at the website. Interested students are encouraged to ask their instructors if community service is a project option for a class.

Contact the Service Learning Coordinator, Ronald Levesque, at (408) 288-3176, [Ronald.levesque@aol.com](mailto:Ronald.levesque@aol.com), or visit the Service Learning Office, located in the Student Center, Room 216H. Office hours for the coordinator are posted each semester. For 24-hour access, go to Website: [www.sjcc.edu/slp](http://www.sjcc.edu/slp).

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### ***TANF-CDC PROGRAM***

The TANF-CDC Program provides quality ECE educational activities, support services, and employment opportunities that encourage participants to become self-sufficient. The TANF-CDC Program was developed to help TANF recipients to become highly qualified professionals in the field of Early Care and Education. Students who complete this program can achieve their Associate Teacher or Teacher Permit, which will increase their ability to support themselves and their families.

For more information contact the TANF-CDC Program staff at 408-298-2181, ext. 3565 or 3586 or stop by SC216 and ask to see Cam Martian or Alla Markevitch.

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### ***TRANSFER ADMISSION AGREEMENT (TAA)***

San José City College and selected four-year colleges and universities have joined together to enhance the transfer process for students by developing Transfer Admission Agreements (TAA). Students are GUARANTEED admission to partnered four-year colleges and universities by completing the requirements of the TAA.

Any counselor or the Career/Transfer Center can help explain the TAA process and requirements. Call (408) 298-2181, ext. 3939.

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### ***VETERANS INFORMATION***

Assistance to veterans on campus is provided by the Veterans' Affairs Office located in the Student Center. A Veterans' Representative is available to aid students in obtaining educational benefits for veterans or their dependents and widows.

#### **CREDIT FOR MILITARY SERVICE**

Upon submission of a copy of the DD-214 (Discharge), persons who have completed a minimum of 185 days of active duty in the United States Armed Forces may receive two units of credit for Physical Education, two units for Health Education, and two units for Military Service. Additional units, for certain military technical schools, may be granted upon evaluation of the DD-214.

Veterans receiving V.A. benefits must file the DD-214 with the Office of Veterans' Affairs within the first eight weeks of the semester. Credit granted for military schools is based upon recommendation of the American Council on Education.

#### **FINANCIAL AID - VETERANS INFORMATION**

In compliance with the Code of Federal Regulations Section 21.4253 (d)(4) a veteran or eligible person receiving GI Bill Educational Benefits and placed on academic probation for unsatisfactory progress shall have their benefits terminated if his or her grade point average remains below 2.0 at the end of two terms on probation. Benefits may be reinstated when the student's progress is satisfactory (i.e. grade point average is 2.0 or above).

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### ***WORKFORCE INITIATIVE NETWORK (WIN PROGRAM)***

San José/Evergreen Community College District's Workforce Initiative Network (WIN) Program offers work force education programs to students. This innovative program provides students an opportunity to obtain an education and earn a certificate or degree in a variety of high demand occupations.



The WIN Program provides free childcare, transportation, academic and personal counseling, guidance classes, paid work study, job placement assistance, High Tech Career Center, and employment retention services. The WIN support staff at SJCC consists of a WIN liaison, job placement officer, work experience coordinator, and program assistant who work together to make each student's school-to-work transition a rewarding experience. The WIN Program serves CalWORKs students.

For more information, call (408) 288-3743 or visit the office in the Student Center.

## ***FINANCIAL AID***

### **MISSION**

The mission of the Financial Aid Office is to help students pursue their educational goals by making college affordable. We are committed to assisting students (and parents) apply for and receive student aid from grants, loans, and work-study. As a division of Student Affairs, our goal is to support and empower students to make informed decisions on the cost and financial obligations in developing and meeting their educational, career, and personal goals at San José City College.

### **WHO CAN APPLY**

Student aid is awarded when it is established that a student has demonstrated, through an application, that he or she:

- Has financial need (except for some loans)
- Is a U.S. citizen or eligible noncitizen
- Has a high school diploma, GED, or has passed an Ability To Benefit test (ATB test) (not required for BOGFW)
- Is enrolled in an eligible program leading to a degree or certificate
- Has a valid Social Security Number
- Registers with Selective Service, if required

Eligibility criteria may vary from one program to another. The criteria listed above are meant to give the reader a basic idea of the requirements for financial aid as a whole.

### **HOW TO APPLY**

To apply for student aid an applicant must submit the following forms:

- FAFSA—Free Application for Federal Student Aid. The FAFSA is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or paper applications are available in the Financial Aid Office. Be sure to list San Jose City College. Our federal school code is 001282.
- Complete and submit requested forms and documentation to the financial aid office

- Academic transcripts may be required from all previously attended postsecondary institutions. A transcript may be required even if the student did not receive any aid from the other institutions.

### **WHEN TO APPLY**

The priority filing deadline for Fall and Spring is March 2. Applications will be considered subject to the availability of funds.

### **HOW FINANCIAL NEED IS DETERMINED**

Financial need is the difference between the resources a student and his/her family can provide (as determined by the FAFSA, also known as the Expected Family Contribution (EFC)) and the cost of the student's tuition, fees, room, food, books, and transportation, also known as the Cost of Attendance (COA).

$$\text{Cost of Attendance} - \text{EFC} = \text{Financial Need}$$

### **EXPECTED FAMILY CONTRIBUTION**

How much a student is expected to contribute is determined through the use of the Free Application for Federal Student Aid (FAFSA). The FAFSA uses a formula established by Congress that takes into account such factors as income, assets, household size, number in college, and other data to determine "need" (cost of attendance minus resources). See "How to Apply" for further instruction.

### **COST OF ATTENDANCE**

Below are the expenses included in the budgets for the 2008-2009 academic year. The budgets reflect the standardized expenses for a nine-month period.

	Living At Home (no dependents)	Living Independently
Fees**	\$ 604	\$ 604
Book/Supplies	\$ 1,566	\$ 1,566
Personal/Misc.	\$ 3,024	\$ 2,754
Transportation	\$ 1,278	\$ 1,278
Room and Board	<u>\$ 4,266</u>	<u>\$10,692</u>
<b>TOTAL</b>	<b>\$10,738*</b>	<b>\$16,894*</b>

Non-Resident Fees: \$191 per unit, plus the enrollment fee of \$20 per unit. (12 units @ \$211 per unit equals \$2,532 per semester)

Extenuating circumstances, as documented by the student and approved by the Financial Aid Office, may result in a Cost of Attendance adjustment.

\* Pro-rated for programs shorter or longer than the 9-month academic calendar.

\*\*Fees include enrollment fee @ \$20/unit, AS Activity fee, and the Health fee. All fees are subject to change.



**PAYMENT PERIOD**

San José City College disburses student aid twice each semester, usually late August (early September) and November for fall; late January (early February) and April for spring. Federal Work Study checks are paid on the 10<sup>th</sup> of each month. Cal Grant checks are disbursed once per semester, usually October and March. Federal Stafford Loan checks are sent by lenders directly to the school and are disbursed when received.

**TYPES OF AID AVAILABLE**

1. Bureau of Indian Affairs Grant (BIAG)
2. Board of Governors Enrollment Fee Waiver (BOGW)
3. CAL Grants C
4. Extended Opportunity Program and Services (EOP&S). See EOP&S Office for more information.
5. Federal Work Study (FWS)
6. Federal PELL Grant (FPELL)
7. Federal Stafford Loan (FSL)
8. Federal Supplemental Educational Opportunity Grant (FSEOG)
9. Academic Competitiveness Grant (ACF)
10. Federal PLUS Loan
11. SJCC scholarships and grants

**FINANCIAL AID PACKAGING POLICY**

Students are awarded on a first come first serve basis. Students must have completed all required forms and submitted all requested documents. Individual programs may have specific award criteria.

**WHAT HAPPENS IF AID IS DENIED**

Not all students who apply for financial assistance will qualify. A student who is denied assistance or is not satisfied with his/her financial aid award, has the right to request, in writing, that a re-evaluation be made of his/her case.

Students who are denied aid due to lack of “satisfactory academic progress” must petition to the Appeals Committee by the end of the third week of the semester or within two weeks of receiving notification of denial and reason. The committee will then

determine whether further aid will be offered. See “Satisfactory Academic Progress” for further information.

**BOARD OF GOVERNORS FEE WAIVER – BOGW**

The California Community Colleges Board of Governors Fee Waiver Program is designed to help students who need assistance paying enrollment fees. California residents who meet one of the following eligibility criteria may be eligible:

- The student or student’s family is receiving AFDC, SSI, or General Assistance.
- Dependents of deceased or disabled veterans who are eligible for benefits under the California Veterans Dependents Educational Assistance Program and Dependents of deceased or disabled California National Guard members certified by the Adjutant General’s Office.
- The student’s household meets the following income standards:

Number in Household (Including student)	Total Family Income (2007 Adjusted Gross Income and/or Untaxed Income)
1	\$ 15,315 or less
2	\$ 20,535 or less
3	\$ 25,755 or less
4	\$ 30,975 or less
Add \$5,220 for each additional dependent.	

- The student has completed the FAFSA and demonstrates financial need
- Contact the Financial Aid Office for specific eligibility requirements

Once qualified for a BOGW, a student’s enrollment fees are waived for the remainder of the academic year.

**SATISFACTORY ACADEMIC PROGRESS**

Students who receive financial aid are required to make satisfactory academic progress. It is the student’s responsibility to inform the Financial Aid Office of any changes in his/her declared program of study. In general, students must complete their coursework with at least a 2.0 GPA. For more information, check with the Financial Aid Office.

**FINANCIAL AID CONSORTIUM AGREEMENT**

As part of the same community college district, both San José City College and Evergreen Valley College have similar Costs of Attendance (COA), Satisfactory Academic Progress (SAP) policies, enrollment status and procedures for awards and



disbursements. The institution, which awards the student, is responsible for keeping records, monitoring SAP and distributing student aid funds.

A student enrolled in an eligible program at either SJCC or EVC may take courses at either institution, as long as the courses apply towards his/her program.

The institution in which the student bases his/her course of study (degree or certificate) will calculate and pay the student's financial award from Title IV funds.

The institution, which calculates and pays the student, will take into account courses taken by the student at both institutions in determining the student's enrollment status and cost of education.

- However, a minimum of 1 unit must be taken each semester at the institution awarding the student.

The Financial Aid Office is located in the Student Center, SC-103. For detailed information, contact the Financial Aid Office, (408) 288-3741 or e-mail at [sjccfa@sjcc.edu](mailto:sjccfa@sjcc.edu).

PLEASE NOTE: Legislative proposals may be considered to change enrollment fees (increase or decrease from the current \$20 per unit). Increases or decreases may be approved by the Governor and imposed before, during or after the Fall 2008 semester begins. These are circumstances which the District does not control.

