

First Year Experience

Brenda Thames PhD.
Superintendent/President

PRESIDENT'S MESSAGE

As the Superintendent and President of the El Camino College Community District, I welcome you as our newest member of the Warrior Family. We are excited and honored that you have chosen to pursue your academic and professional endeavors with us, and I want to ensure that you get the most out of this experience. You are surrounded by an entire community of award-winning faculty, staff and other students who are collectively invested in your academic success, professional development, and personal growth.

El Camino College strives to be an institution of higher learning that consistently makes a positive difference in the lives of the people who make up our diverse engaging community. We stand firm in our ongoing commitment to provide the best comprehensive educational programs and services that promote successful student learning outcomes and also foster collaborative partnerships with businesses and organizations throughout the South Bay region of Los Angeles. We share a common interest in the economic vitality of the surrounding communities and are a proactive provider of education and training that support this region with expanded evening/weekend classes for working adults, new educational technology initiatives, and additional college/career pathways with area high schools. It is through these long-standing collaborations that El Camino College proudly continues to be a strong and trusted partner in the South Bay, working with community leaders to align our programs with the workforce needs of the future.

Again, welcome to your El Camino College family where we proudly say, "Once a Warrior, always a Warrior."

Brenda Thames, Superintendent/President



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Visit Us!



Welcome to El Camino College!

You don't have to be an ECC student to enjoy our beautiful campus. Visit us online through our website, or on campus any time -- we are YOUR community college.

Founded in 1947, El Camino College is situated on a beautiful and spacious 126-acre campus near Torrance, California. The college enrolls more than 25,000 students each semester and boasts a curriculum of over 850 highly regarded academic and career programs taught by exceptional faculty.

Where are we located?

El Camino College is easily accessible from the 405 and 91 freeways, at the corner of Manhattan Beach and Crenshaw boulevard. A parking permit will be required this <u>Fall 2024</u> semester. Additionally, please do not park in staff-marked parking spots. It is encouraged that students arrive an hour early the first four-weeks of the semester since the parking lots do tend to get full.

Campus map:

http://www.elcamino.edu/about/maps/ECC-Campus-Map.pdf
Parking services:

http://www.elcamino.edu/about/depts/police/ParkingSvc/

Interested in a school tour?

Please contact the Outreach and School Relations office at (310) 660–3487 or email outreach@elcamino.edu.







WHAT IS FERPA?

The Family Education Rights and Privacy Act is a Federal law that protects the privacy of student's education records such as grades, transcripts, class schedules, etc. **Under FERPA law**, colleges and universities may not disclose education records or any information regarding the student to anyone other than the student.

WILL I RECEIVE A COPY OF MY STUDENT'S GRADES?

Under federal law FERPA, it is illegal to distribute student's records to anyone other than the student. Students may view their grades online via MyECC and/or Canvas.

WILL I RECEIVE A COPY OF MY STUDENT'S CLASS SCHEDULE/TRANSCRIPTS?

Under federal law FERPA, it is illegal to distribute student's records to anyone other than the student.

Academic Resources

WHERE DOES MY STUDENT REGISTER FOR CLASSES?

Students may register on or after the date and time of their registration appointment via their MyECC portal. MyECC is El Camino's portal of information, including registering for classes, financial aid, etc... Students can register for classes, view their grades, or make changes to their schedule by dropping or adding a course.

HOW WILL MY STUDENT BE GRADED?

Instructors assign a letter grade. Each letter grade holds a numerical value, which is referred to as a Grade Point Average (GPA).

A=4 C=3 F=0 B=3 D=1

IS THERE HELP FOR STUDENTS WHO ARE HAVING TROUBLE WITH THEIR CLASSES?

Absolutely! We encourage students to visit their professor's office hours where they can discuss anything related to the class and receive one-on-one help. It is IMPORTANT that students make a habit of seeing professors early in the semester and not wait until the last minute. In addition, we have tutoring services available on campus and online!

Title IX

WHAT IS TITLE IX?

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits sex discrimination—which includes sexual violence—in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX.

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance."

Under Title IX, discrimination on the basis of sex can include sexual harassment, rape, and sexual assault.

WHAT IS SEXUAL AND GENDER-BASED MISCONDUCT?

SEXUAL AND GENDER BASED MISCONDUCT includes a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Sexual and Gender-Based Misconduct encompasses Sexual Harassment, Sexual Assault, Sexual Exploitation, Stalking, Domestic Violence, and Dating Violence, intimidation, or for Retaliation following an incident where alleged Sexual and Gender-Based Misconduct or has occurred.

> Title IX Coordinator for the District Jaynie Ishikawa (310) 660-3813 titleixcoordinatoreelcamino.edu

Title IX Resources

Campus Emergency

9-1-1 or dial from "Blue Emergency Pole"

Law Enforcement

El Camino College Police Department (310) 660-3100 Los Angeles County Sheriff: (323) 820-6700 Torrance Police Department: (310) 328-3456 Gardena Police Department: (310) 323-7911 Long Beach Police Department (562) 435-6711

Campus Resources

Student Health Center: (310) 660-3643 Warrior Safety Network (WSN) Team (behavioral intervention and campus threat assessment) aimsteam@elcamino.edu - (310) 660-3593 Title IX Coordinator (310) 660-3813

Sexual Assault Hotlines East Los Angeles Women's Center Rape & Battering Hotline*^ 800-585-6231 National Sexual Assault Online Hotline^ https://ohl.rainn.org/online/ Peace Over Violence* Central Los Angeles 213-626-3393 Peace Over Violence* South Los Angeles 310-392-8381 Rape Treatment Center 424-259-7208 Violence Intervention Program (Sexual Assault) 323-221-4134 YWCA Sexual Assault Crisis Services*^ 877-943-5778

^ available 24 hours a day If the incident involves El Camino College faculty or staff, you can file a complaint with the El Camino Title IX Coordinator (310-660-3813).

* available in Spanish

FIRST-YEAR EXPERIENCE

WHAT DOES FYE DO?

The First-Year Experience Program is designed to prepare students for academic success and to help them in selecting the career path that's right for them. Whether they are transitioning from high school or just beginning their college education, the rigors of college life can present even the best students with challenges that require major adjustments. Sometimes getting started may seem overwhelming, as there are many decisions to make. That's why we have created a supportive environment here at El Camino College where there are people and programs to assist your student with their college career.

HOW DO WE SUPPORT YOUR STUDENT?

- Priority Registration for all ECC classes to help ensure enrollment in desired courses
- First-Year Experience Counselors help students with academic planning, personal counseling, and career development
- First-Year Experience Advisors help students with Financial Aid, transfer applications, scholarships, time management, and other student success support
- Learning Community Courses help satisfy general education and elective graduation requirements. Students may also take additional classes, outside the learning community, to reach full-time status
- First-Year Experience Faculty are a team of professional, caring, and committed faculty dedicated to supporting the success of First-Year Students
- First-Year Experience Workshops offer a variety of events designed to help students succeed, like Nursing 101 or CSU/UC Transfer Workshops-Making Yourself Competitive
- Field trips to UC, CSU, & private universities are provided by the Transfer Center!
- Guest Speakers are invited to present and/or share their experiences with current FYE students



FIRST YEAR EXPERIENCE

HOW ARE CLASSES BEING OFFERED POST COVID-19?

Fall 2024 courses are offered in three formats depending on the course. **Online** is an asynchronous course that does not meet on campus. **Hybrid** classes are partially online with required on-campus face-to-face class sessions. **In-person** courses are the traditional face-to-face classes that most people are familiar with.

HOW TO CONTACT THE FYE PROGRAM

Our FYE office is open for in-person services. Our appointments are conducted in-person or through Zoom. Visit our website at:

https://www.elcamino.edu/support/resources/f irst-year-experience/index.aspx

To schedule an FYE appointment, students must call one week in advance: (310) 660-6936

Office Hours:

Summer: Monday - Thursday 8 a.m.-5 p.m.

Friday: CLOSED

Fall/Spring: Monday - Thursday 7 a.m.-5 p.m.

Friday: 8 a.m.-5 p.m.

*Counseling ends at 1 p.m. on Fridays







FINANCIAL AID FAQS

HOW CAN MY STUDENT AFFORD COLLEGE?

El Camino College offers a variety of financial aid programs to help students with education-related expenses. These include grants, employment (Federal Work-Study), and scholarships.

ECC Financial Aid Office

https://www.elcamino.edu/student/studentservices/financialaid/

CA Dream Act Information

https://www.elcamino.edu/support/resources/ab540/ca-dreamact.aspx

I Can Afford College Webpage

https://icangotocollege.com/financial-aid? sitekey=icann&sitekey=icann

WHICH FINANCIAL AID APPLICATION DOES MY STUDENT COMPLETE?

It is important that the student only submits **one** financial aid application, either FAFSA **or** CA DREAM ACT. See graphic (to the right) to see which application applies to the student.

WHAT IF I (THE PARENT) DON'T HAVE A SOCIAL SECURITY NUMBER?

If the parents do not have a Social Security Number (SSN), it is important to note that students can STILL apply for financial aid. If the applicant on a FAFSA indicates that the parent has no SSN, different verification questions will be provided. For the CA DREAM ACT parents/legal guardians can put all zeros for their SSN (e.g. 000-00-0000). However, if a parent DOES have an SSN, then do not put all zeros. Feel free to have your student stop by our FYE office for assistance.



FAFSA VS CA DREAM ACT: APPLY TO THE CORRECT FINANCIAL AID IN CA

Questions	FAFSA	CA DREAM Application
Who is Eligible?	Citizens Legal Permanent Residents Eligible Non- Citizens (per FAFSA) T visa holders	AB 540/ SB 68 Eligible Students Who Are: Undocumented individuals; DACAmented individuals; and U visa holders TPS Protected Status
Who is NOT Eligible?	Any other immigration status that is not listed above including: DACAmented students Undocumented individuals	Any visa holder (except U) Citizens Legal Permanent Residents Eligible Non-Citizens (per FAFSA)
Requirements for Financial Aid to Be Awarded	Department of Homeland Security and Social Security Administration crosscheck student name, social security number, and birthdate to verify that all FAFSA eligibility requirements are met; All other eligibility for federal and state financial aid is met	School verifies student meets AB 540/ SB 68 eligibility requirements Some schools may require a student's AB 540/ SB 68 status to be approved prior to awarding state financial aid. All other eligibility for state financial aid is met
Requirements for Financial Aid to Be Released to Pay Outstanding Balances	Admission into an approved degree or certificate program Minimum Unit requirements Satisfactory Academic Progress	Approval as AB 540/ SB 68 student and: • Admission into an approved degree or certificate program • Minimum Unit requirements • Satisfactory Academic Progress
What Happens If You Fill out the Wrong Application?	A HOLD is placed on your Account	A HOLD is placed on your Account
	A hold from the Department of Homeland Security (DHS) will prevent all financial aid from being awarded. Proof of citizenship or lawful presence per FAFSA will be required to release the hold.	A Residency Hold will prevent all state financial aid from being awarded. AB 540/ SB 68 status will be required to release the hold.
How to Release the HOLD and Receive Your Financial Aid	Contact the college or university where you plan to attend wrong application was submitted, be sure to complete the <u>Application Convension Form</u> . After that, show a copy of this the incorrect application 2) Bring in the correct application this will include federal or state financial aid or both. Once able to receive all financial aid for which you are eligible. Remember: The California Student Aid Commission submitted was if it's the incorrect amplication.	correct application. Then work with CSAC to complete the s form to your financial aid counselor so they can: 1) Delete and 3) Create a financial aid award. Based on your status, the proper application has been processed, you should be For more information, contact CSAC at 1-888-294-7268.

Created by Nancy Jodaitis. Immigrants Rising helps you make decisions based on your potential, not your perceived limits. Visit our website so you can see what's possible: www.immigrantsrising.org

submitted, even if it's the incorrect application

FINANCIAL AID FAQS

WHAT ARE THE DEADLINES FOR FAFSA AND CA DREAM ACT?

Both FAFSA and CA DREAM ACT applications open October 1st. The deadline for priority financial aid filing is March 2nd.

IF MY STUDENT IS ON FINANCIAL AID, DO THEY NEED TO REAPPLY EACH YEAR?

Yes, students must reapply every year for the Financial Aid Free Student Application (FAFSA) or the CA Dream Act. If you or your student are not sure which application to complete, please refer to the Immigrants Rising Guide.

HOW CAN I ACCESS MY STUDENT'S BILL?

Your student will need to grant you access to view and/or make payments via their MyECC account. Once they approve access, students will need to login to their MyECC account and go to Financial Aid Checklist to make an online payment.

The Cashiers Office will accept in-person payments; it is open Monday through Friday **from 8:00 a.m. to 5:00 p.m.** (Campus will be closed Fridays from June 21, 2024 - August 9, 2024). As an alternative, you can mail a check or money order payable to El Camino College. Payment must be mailed 7 days before the deadline.

IS THERE A PAYMENT PLAN?

Yes, El Camino College is now offering payment plans with no sign-up-fee and no-interest. Visit the Cashier's Office website for additional information at www.elcamino.edu/student/studentservices/cashiers/

In addition, before you pay your fees see how **El Camino is offering tuition & debt relief for students**

https://www.elcamino.edu/admissions/finances/financial-aid/tution-relief.aspx







FINANCIAL AID FAQS

ARE THERE ANY SCHOLARSHIPS AVAILABLE?

Yes! El Camino College Foundation awards more than \$600,000 annually. Current students continuing their education at El Camino College, incoming high school students, and students transferring to four-year colleges and universities are eligible to apply for El Camino College scholarships.

The El Camino College Scholarship online application period takes place during the fall semester. Scholarships are awarded in the spring to be activated the following fall semester. To find more information about the El Camino College student application please visit:

https://www.elcamino.edu/admissions/finances/financial-aid/scholarships.aspx

In addition to the scholarships offered by the El Camino
College Foundation, the Scholarship Office provides
information on a vast number of outside scholarship
opportunities. For questions or additional information about
the scholarships that are available or for assistance applying
for a scholarship, please contact the Scholarship Office at
(310) 660-6541 or visit the Scholarship Office located in
Administration Building, Room 160 or online
at https://www.elcamino.edu/departments/foundation/index.aspx

WHAT IS SOUTH BAY PROMISE?

South Bay Promise offers an affordable pathway directly from high school to college for students in the El Camino Community College District. Enrollment fees for the first and second year will be paid for full-time students and additional services and counseling are offered to students enrolled in South Bay Promise.

South Bay Promise is available to all first-time, full-time college students (regardless of school district, high school GPA, or economic status) as long as they complete the requirements found on their website and attend El Camino the subsequent fall after their senior year of high school.

https://www.elcamino.edu/admissions/south-baypromise/index.aspx



BASIC NEEDS CENTER

Students One-Stop Shop

At the Basic Needs Center, students will find free and low-cost basic needs services, resources, and support.

The Basic Needs Center offers the following services to currently enrolled students:

- Basic Needs Cupboards: Locations across the campus for a quick snack (<u>Cupboard Map</u>)
- CalFresh: Nutritional access program that helps individuals buy food
- Child Care: Referrals to the CARE and CalWORKs programs
- **Housing Support:** Referrals and resources to help students find temporary and permanent housing
- Metro U-Pass: Discounted public transportation program
- Technology: Referrals to the Laptop Loan program
- Warrior Wardrobe: Provides free clothing
- Warrior Pantry: Offers free and healthy food, plus toiletries

Need assistance applying for CalFresh?

The Calfresh Outreach team provides the following services:

- Eligibility prescreening
- Application assistance
- Required verifications
- Interview Preparation
- Recertification
- Troubleshooting

Location and Hours

Hours: Tuesday 1:00 p.m. - 5:00 p.m.

Wednesday & Thursday 10:00 a.m. - 3 p.m.

Location: Bookstore building, 2nd floor (Formerly the Decathalon room)





TUTORING SERVICES



THE TUTORING HUB

The Tutoring Hub, located on the second floor of the library, offers free drop-in tutoring for many subjects including, but not limited to, English, ESL, chemistry, business, biology, music, and world languages. All tutoring is provided by trained tutors. Reservations are not required. The current tutoring schedule is posted on The Tutoring Hub website: <u>Tutoring schedules</u>. All tutoring is offered in-person and online via Zoom. To connect with a tutor online, click on <u>Tutoring Hub</u>, and use passcode: Tutorhub.

Additional online tutoring can be located on Canvas at: www.elcamino.edu/library/distance-ed/Canvas_Students.aspx

MATH STUDY CENTER

To help students succeed in their math courses, the Math Study Center and Computer Lab provide an appropriate atmosphere to study math, one-on-one tutoring, and access to mathematical software and web-based software for mathematics courses. The Math Study Center is located on the second floor of the library with all other subjects. Tutoring is available in-person and online via Zoom through <u>Tutoring Hub</u>.

To access the Math tutor hours visit <u>Tutoring schedules</u>.

READING AND WRITING STUDIO

The Reading and Writing Studio offers one-on-one writing conferences, workshops, and embedded tutoring; all tutors have a bachelor's degree or higher. In addition, the Studio offers tutorials in grammar, MLA documentation, and specialized writing tasks such as college application letters. To receive online services, students must visit:

www.elcamino.edu/support/resources/reading-and-writing-studio/

All services are drop-in; no appointment is necessary.

Quick questions - email writingctrstaff@elcamino.edu

STUDENT HEALTH SERVICES





WHERE IS THE HEALTH CENTER LOCATED?

The Health Center is located on the north side of campus, adjacent to the planetarium. (310) 660-3643

WHY DOES ECC HAVE A MANDATORY HEALTH FEE?

In accordance with the California Education Code, Section 72246, students pay \$22 for summer terms and \$26 per fall and spring semesters to cover the operation, supervision, programs and services of the Student Health Center.

SERVICES AVAILABLE:

- FREE Treatment for Acute Injuries & Immunizations
- FREE Mental Health Therapy
- FREE/Low-Cost Vaccines & Immunizations
- FREE/Low-Cost Medications
- FREE Chiropractic Services
- FREE Workshops & Events
- Health Education and Referrals
- Basic Urgent Care
- and more!

HOW MUCH WOULD THESE SERVICES COST MY STUDENT?

The Student Health Fee of \$26 per Fall and Spring semesters and \$22 per summer session covers most services at ECC's Student Health Services

STUDENT HEALTH SERVICES



Virtual care from anywhere.

Get on-demand support from counselors right at your fingertips.

24/7 Mental Health Support.











HOW CAN MY STUDENT GET ACCESS TO HEALTH SERVICES?

The Student Health Services is providing Telemedicine and Telemental Health Services for those who meet eligibility criteria by appointment only. To book an appointment, visit the Patient Portal at:

www.elcamino.edu/StudentHealthServices

On-site/Face-to-Face Medical Services for free/low-cost medication pickup and physical exams will be scheduled during your Telemedicine Visit. There are no night or weekend services. The Student Health Services are closed on weekends, holidays, and school breaks.

Health Center Hours:

Monday-Thursday: 8 am to 1 pm Friday: Closed

No emergency service's available. Student Health Services can be reached at: **310-660-3643** or email **ECCStudentHealth@elcamino.edu**

After Hours Emotional Crisis Line call 310-660-3377

For additional information and resources visit www.elcamino.edu/StudentHealthServices



TRANSFER CENTER

The Transfer Center provides services and activities to help students through the process of transferring to a university. By utilizing Transfer Center services and attending our activities, students will learn about potential transfer institutions, gain knowledge of transfer admission requirements, and increase their motivation and intent to transfer. For more information, please visit the Transfer Center website.

https://www.elcamino.edu/academics/transfercenter/index.aspx

Transfer Center Contact Information: Office Phone: (310) 660–3593, Ext. 3408

CAREER SERVICES

The El Camino College Career Center is the student's hub for career exploration. The Career Center is beneficial for students who have already selected a major and for students who are still undecided. The Career Center has information and tools to help students identify and learn more about career pathways and career outcomes. For more information, please see the Career Center Quick Start Guide by clicking the link below.

https://www.elcamino.edu/support/careers/FINAL%20-%20Career%20To-Do.pdf

Start Here! Discover your Path



CAMPUS SAFETY

ECC POLICE DEPARTMENT

The El Camino College Police Department is in charge of the personal safety and security for all who attend classes, as well as all who are employed by El Camino College. ECC Police offers lost and found services, as well as courtesy shuttle service between parking lots and classes. Also available are first aid, and help in all emergency situations. Traffic and parking regulations are posted throughout campus. ECC Police will issue citations to violators of these regulations. All such fines are payable to the Campus Police Department.

WHAT IS NIXLE?

El Camino College utilizes a communication service that allows the campus to send important emergency information directly to students, faculty, and staff via text message and/or email.

Instructions to sign up for Nixle:

- 1. Create a text message to: 888777
- 2. Text the following message: **ECCPD**.
- 3. You will receive the following text message: "Everbridge Nixle Alerts: Welcome to ECCPD info at nixle.com Msg&Data rates may apply. TXT HELP or STOP. Reply w/ your email address to get alerts. ECCPD: Thank you for signing up for El Camino College Police Department Alerts"

Visit the ECCPD website for more information at

https://www.elcamino.edu/about/depts/police/



CAMPUS POLICE



NIXLE

CAMPUS POLICE

16007 South Crenshaw Blvd. at the corner of Redondo Beach Blvd. and Crenshaw Blvd. in Parking Lot K Open 24 hours a day (310)660-3100

CAMPUS SAFETY

WHAT SHUTTLE SERVICES ARE OFFERED:

The El Camino Police Department operates a Campus Courtesy Shuttle/Escort Service Monday through Saturday Evenings from 5:30 P.M. to 10:30 P.M only. Individuals requesting this service should call the El Camino Police Department Communications Center at (310) 660–3100 and let the dispatcher know what the student's location is and where they would like to go. The service accommodates El Camino College students, staff, faculty, and visitors. It operates on campus and to any of the El Camino College Parking Lots (The shuttle, however, can not leave ECC campus grounds).

WHAT IS A "CODE BLUE" EMERGENCY PHONE?

The El Camino College has a network of sixty Police telephones located throughout the main campus. The Police phones are located along the campus walkways, parking lots and in many of the buildings on campus. The telephones may be accessed in an emergency or if you need the services of the police department such as the campus shuttle service. The phones are equipped with information buttons that will dial the police department regular non-emergency business number (310) 660–3100. Calls made from the Blue Phones are automatically identified by location when it reaches the Communications Center telephone equipment. If you are a disabled student and have a visual or hearing impairment, it is important to know that an officer will be dispatched to the location of the telephone where a call originated, even if the person making the call cannot communicate with us.



SHUTTLE SERVICES



"CODE BLUE"
EMERGENCY PHONE

CAMPUS POLICE

16007 South Crenshaw Blvd. at the corner of Redondo Beach Blvd. and Crenshaw Blvd. in Parking Lot K Open 24 hours a day (310)660-3100



THANK YOU