



SPRING 2015
CLASS SCHEDULE

www.mpc.edu

Calendar of Important Dates

Early Spring Session 2015

January 2 to January 27, 2015

November 21	Beginning of priority registration by WebReg
December 24, 2014 -January 1, 2015	Campus closed for Winter Break
January 1, 2015	Last day to register through WebReg without an add code
January 2	Early Spring Classes Begin
January 2-3	Late Registration and Program Changes for Early Spring
TBA	Drop/Add/Refund dates; please see class website, ask instructor, or see Admissions & Records; session deadlines are short
January 19	HOLIDAY: Dr. Martin Luther King, Jr. Day
January 27	Early Spring Classes End

Spring Semester 2015

February 2 to June 4, 2015

October 14	Application period begins
November 21	Priority registration by WebReg begins
February 1, 2015	Last day to register through WebReg without an add code
February 2	Classes Begin
February 2-14	Late Registration - add codes required for registration
February 13	HOLIDAY: Lincoln's Day
February 14	Last day to add a semester-length course with an add code
February 14	Last date to drop courses and be eligible for refund of fees
February 15	Last date to drop semester-length courses without a "W" grade
February 16	HOLIDAY: Washington's Day
February 17	Census Day
February 21	Last date to drop a course and be eligible for refund of nonresident tuition for semester-length course. Tuition will not be refunded if courses are not officially dropped and the tuition cannot be used to pay for other courses added.
February 28	Deadline to request pass/no pass grade option for semester-length courses
March 2	Application deadline for June graduation
March 29 -April 4	SPRING RECESS
May 6	Last date to drop semester-length courses and receive "W" grade
May 25	HOLIDAY: Memorial Day
June 1-4	Final Examinations
June 4	End of semester
June 6 (Saturday)	Commencement (12 p.m. at a location TBA)

Summer Session 2015

June 15 to July 24, 2015 (6-week session)

June 15 to August 7, 2015 (8-week session)

April 27	Registration begins using WebReg
June 14	Last day to register through WebReg without an add code
June 15	Classes begin
June 15-17	Late registration and program changes
July 1	Graduation application deadline
July 3	HOLIDAY: Independence Day
July 24	End of 6-week session
August 7	End of 8-week session

Information:
(831) 646-4000

Admission & Records:
(831) 646-4002/4007

TTY:
(831) 645-1319

Web Registration (WebReg):
www.mpc.edu

Campus Security:
(831) 646-4099

Counseling:
(831) 646-4020

Assessment Center:
(831) 646-4027

Child Development Center:
(831) 646-4066

Bookstore:
(831) 657-4680

Library:
(831) 646-4262

MPC Education Center at Marina:
(831) 646-4850

MPC Public Safety Training Center:
(831) 646-4240



MONTEREY PENINSULA
COLLEGE

980 Fremont Street
Monterey, CA 93940
www.mpc.edu



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Monterey Peninsula College

Governing Board of Trustees:

- Charles Brown, Chair
- Dr. Loren Steck, J.D., Vice Chair
- Dr. Margaret-Anne Coppernoll
- Marilynn Dunn Gustafson
- Rick Johnson
- Maury Vasquez, Student Trustee

Monterey Peninsula College

is a community college accredited by the Western Association of Schools and Colleges. The college is open to high school graduates and all others 18 years of age or older who may profitably pursue a course of study. Students in grades 6-12 may attend with written approval from their school principal and their parent(s) prior to registering. Students in grades 6-8 need additional approval from the Dean of Student Services.

Call (831) 646-4002/4007 for registration information.

All Monterey Peninsula College written publications will be made available in alternative formats (print, Braille, audiotape, or e-text). Requests for alternate media should be made to Supportive Services and Instruction at (831) 646-4070.

MPC Smoking Policy:

The use of tobacco – to include smoking and/or chewing any form of tobacco – is only permitted in designated parking lots. (MPC Board Policy #2240)

Spring 2015 at Monterey Peninsula College

Expect the Best at Monterey Peninsula College!

Welcome to Monterey Peninsula College (MPC) where you can earn a world class education—with an ocean view.

Congratulations for making higher education and MPC a priority in your personal journey. Not only is a high quality education the best way to improve your options for a brighter future, it is often a life-changing experience that will help you chart a course for personal and professional success. Our talented faculty and staff are ready to engage you and to help you reach your goals and perhaps, set some new goals.

MPC offers a variety of courses at our Education Center in Marina, Public Safety Training Center in Seaside, Monterey campus, and MPC Online. Wherever you choose to study with us, please be sure to access the many support services that are designed to help you succeed. We also encourage you to participate in our many on-campus activities and events (on the Monterey campus) to expand your range of experiences while you are a student at MPC.

Thank you for choosing MPC. Expect to learn. Expect to be challenged. Expect the best.



Primavera 2015 en Monterey Peninsula College

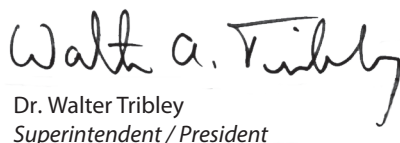
¡Prepárese para lo mejor en *Monterey Peninsula College*!

Bienvenido a *Monterey Peninsula College* (MPC) donde puede recibir educación de primera categoría—con vista al océano.

Felicidades por hacer de la educación superior en MPC una prioridad en su experiencia personal. Una educación de alta calidad no solamente es el mejor medio de obtener oportunidades para un futuro prometedor; sino que a menudo es una experiencia que cambia la vida y que le ayudará a trazar una ruta para el éxito personal y profesional. Nuestro talentoso profesorado y personal administrativo están dispuestos a motivarle y a ayudarlo a alcanzar sus metas y quizás a establecer algunos objetivos nuevos.

MPC ofrece una gran variedad de cursos en nuestro *Education Center in Marina*, en el *Public Safety Training Center en Seaside*, en las instalaciones de *Monterey*, y en *MPC Online*. Siempre que escoja estudiar con nosotros, asegúrese de tomar ventaja de todos los servicios de apoyo que han sido diseñados para ayudarlo a alcanzar éxito. También le motivamos a participar en nuestras varias actividades y eventos (en las instalaciones de *Monterey*) y a disfrutar más ampliamente de su experiencia como estudiante en MPC.

Gracias por escoger MPC. Prepárese para aprender. Prepárese para desafíos. Prepárese para lo mejor.


Dr. Walter Tribley
Superintendent / President

Registering for MPC classes is easy! It is recommended that you register as early as possible to get the classes that you want.

SPRING SEMESTER 2015
February 2 - June 4, 2015

Web Registration (WebReg) at www.mpc.edu
open 24 hours per day

Computers and WebReg assistance available in the Student Services Building.
 See pages 10-11 for additional WebReg information.

Priority Registration

Check your priority registration status online through WebReg. Priority registration will begin mid-November. Visit Admissions & Records with questions.

- CONTINUING STUDENTS** are students enrolled at MPC during Fall 2014.
- RETURNING STUDENTS** are students who enrolled at MPC previously, but not Fall 2014.
- NEW AND NEW TRANSFER STUDENTS** are students who have never enrolled at MPC.
- CONCURRENT ENROLLMENT STUDENTS** are students who are currently in grades 6-12.

PRIORITY	GROUP
Priority 1	Active Military, Veterans, Foster Youth, DSPS, EOPS, CalWORKS Students must be either continuing MPC students in good standing ¹ (up to 99.9 units ²) or fully matriculated ³ if new or returning
Priority 2	TRIO and Student Athletes Students must be either continuing MPC students in good standing ¹ (up to 99.9 units ²) or fully matriculated ³ if new or returning
Priority 3	Continuing MPC Students in good standing ¹ with 20.0-70 units in progress and on file
	Newly fully matriculated students who have completed PERS 10 course
Priority 4	Continuing MPC Students in good standing ¹ with 20.0-70 units in progress and on file
	New fully matriculated ³ students
Priority 5	Continuing MPC students in good standing with 70-99.9 units in progress and on file
Open Registration	Open registration for all other New and Returning students, concurrently enrolled students (grades 6-12), and continuing MPC students with 99.9+ units in progress and on file

¹ **In good standing:** student who is NOT on academic **nor** progress probation 2 **nor** dismissal **nor** who is not on any probation for the last two consecutive semesters (Foster Youth will not lose priority and need to be annually adjusted)

² **100 unit:** once a student reaches 100 units, he/she loses priority limit includes only degree applicable units (MPC courses numbered 1-200)

³ **Fully Matriculated:** Student has completed Assessment, Orientation, and has an Educational Plan on file

Late Registration

February 2 - February 14, 2015

Attend the first class, request an Add Code from the instructor and register using WebReg.
 Need assistance? Please visit Admissions & Records in the Student Services Building or call
 (831) 646-4002/4007.

Please note: There are many drawbacks to registering late. Classes will have already begun; the classes you want may already be filled; and counseling will be limited. So register early!

SCHEDULE CHANGES

Adds and/or Drops can be made by WebReg 24 hours a day online.

If changes are not made before the term begins, students must attend class, request an add code from the instructor and use WebReg to register during Late Registration.

FINANCIAL AID

Students seeking FINANCIAL AID must be registered and file completed by January 21, 2015 in order to receive their aid by the second day of the Spring semester.

STUDENT SERVICES

Admissions & Records Office
(831) 646-4002/4007

Hours:

Please refer to website.

Financial Aid Office Hours:

Please refer to website:
www.mpc.edu/financialaid

COMPUTERS AND WEBREG ASSISTANCE AVAILABLE AT THE ADMISSIONS & RECORDS OFFICE IN THE STUDENT SERVICES BUILDING.

*****WebReg for Spring classes begins November 21.*****

WebReg Helpline
(831) 646-4002/4007

Registration Procedures

To access WebReg, Monterey Peninsula College requires that students use their student ID numbers. If you do not know your ID number and have given the College a social security number, you may use your SSN and birth date to access your Student Portal. Students who do not know their ID# may also come to the Admissions & Records Office with a picture ID. ID numbers will not be given over the phone.

NEW STUDENTS

Any student registering at MPC for the first time, including students in grades 6-12.

BEGIN THE REGISTRATION PROCESS WITH #1

RETURNING STUDENTS

Any student registered at MPC previously, but not registered for the previous term (all MPC debts must be cleared prior to registering):

BEGIN THE REGISTRATION PROCESS WITH #1

CONTINUING STUDENTS

Any student registered at MPC during the previous term, who DID NOT attend as a 6th-12th grade student (all MPC debts must be cleared prior to registering):

BEGIN THE REGISTRATION PROCESS WITH #5

CONCURRENT ENROLLMENT STUDENTS

Students in grades 6-12 are always considered new students and must submit an Application for Admission and Concurrent Enrollment Form each semester/session. Students in grades 6-8 must get additional approval from MPC's Dean of Student Services. No approvals will be given once the term begins.

BEGIN THE REGISTRATION PROCESS WITH #1

#1

Submit the Application for Admission online at www.mpc.edu

#2

Request to have all college and high school transcripts mailed to the Admissions & Records Office at MPC. You may bring unofficial copies to be used ONLY for advisement, and prerequisite verification.

Students with an associate or higher degree who do NOT plan to receive a degree or certificate, collect VA benefits, or collect financial aid do not need to request transcripts, unless required for prerequisite verification or by the program you are entering.

#3

If eligible for a BOG fee waiver, prior to registering, complete the BOG Fee Waiver Form, submit it, in person only, to Student Financial Services located in the Student Services Building. If you qualify for the BOG Fee Waiver, your Enrollment Fee will be waived.

#4

New students should complete the STEP Program. See page 9 for details. If a student is in grades 6-12, submit the Concurrent Enrollment Form to the Admissions & Records Office to authorize registration. Students in grades 6-8 must also have approval from the Dean of Student Services. Phone (831) 645-1377 to schedule an appointment. Approvals for 6-8 grade students will not be given once the term begins.

#5

If enrolling in a course with a prerequisite, make sure you have completed the Prerequisite Verification Form if course was completed at another college or at MPC before Fall 1995. Verification forms, with documentation, are submitted to the Counseling Department.

#6

WebReg Registration:

To register by WebReg, complete the worksheet in this information section and follow the instructions.

OPEN ENROLLMENT

Every course, course section, or class offered at MPC (unless specifically exempted by legal statute) is open for enrollment and participation by any person who has been admitted to the College and who meets the prerequisite(s) of the course, provided space is available.

District policy prohibits the auditing of courses. Students must register for each course and may register for only one course in a scheduled time period.



Student Fee Information

Fees	Amount*	Applies To	Refund Deadline Semester-Length Courses
Enrollment Fee**	\$46 per unit	Credit students, excluding 6-12 th grade students	Feb 14
Nonresident Tuition	\$193 per unit	Non-residents, including International Students	Feb 21
Student Center Use Fee	\$10	All students taking courses on Monterey campus	Feb 14
Student Body Fee***	\$5	All students who wish to purchase	Feb 14
Health Fee	\$19	All students	Feb 14
Materials Charge	See Class Schedule	See Class Schedule	Feb 14
Parking Permit Fee	TBA: Please visit the Admissions area of www.mpc.edu for more information	All students parking vehicles on the Monterey and Marina campuses	All courses are dropped and permit is returned Feb 12
Child Development Center Donation	\$3.00 (This voluntary fee supports the Child Development Center.)	Any who wishes to donate	Nonrefundable
Student Representation Fee****	\$1.00	All Students	Feb 14

IMPORTANT NOTICE REGARDING FEE AMOUNTS:

Monterey Peninsula College makes every effort to keep student costs to a minimum. Fees listed in published schedules may need to be increased if determined to be inadequate by the State Legislature. Therefore, MPC must reserve the right, without notice, to increase or modify any listed fees, even after initial fee payments have been made. All MPC listed fees should be regarded as subject to change upon determination by the State Legislature.

The Enrollment Fee refund deadline for **Distance Learning courses and for courses offered with hours **"by arrangement,"** less than semester length, is the **second day after the official published start date of the course**, not necessarily the second day after the initial class meeting.

***Visit the ASMPC office in the Student Center to obtain your Student Body ID Card and a brochure listing the discounts, services, activities and other benefits available to card holders. Before you register, if you choose not to support student body programs and decline your student body benefits, submit the Student Body Fee Waiver Form available online under Admissions & Records or stop by their office located in the Student Services Building.

****Students may refuse to pay the \$1.00 Student Representation Fee for religious, political, financial, or moral reasons. This fee will be used to represent the views of students with governmental bodies. The revenue can be used to travel to and from conferences sponsored by student organizations where legislative matters will be discussed, to purchase computer equipment needed to conduct legislative research, to subscribe to legislative publications, and/or to pay for any other expense reasonably necessary to effectuate student representation activities.

Students who do not wish to pay the Student Representation Fee of \$1.00 may, before registering, complete the Student Representation Fee Waiver Form which is available online under Admissions & Records or stop by their office at the Admissions & Records Office in the Student Services Building.

Total Units	Enrollment Fee	Total Units	Enrollment Fee
.5	\$ 23.00	9.5	\$437.00
1.0	\$ 46.00	10.0	\$460.00
1.5	\$ 69.00	10.5	\$483.00
2.0	\$ 92.00	11.0	\$506.00
2.5	\$115.00	11.5	\$529.00
3.0	\$138.00	12.0	\$552.00
3.5	\$161.00	12.5	\$575.00
4.0	\$184.00	13.0	\$598.00
4.5	\$207.00	13.5	\$621.00
5.0	\$230.00	14.0	\$644.00
5.5	\$253.00	14.5	\$667.00
6.0	\$276.00	15.0	\$690.00
6.5	\$299.00	15.5	\$713.00
7.0	\$322.00	16.0	\$736.00
7.5	\$255.00	16.5	\$759.00
8.0	\$368.00	17.0	\$782.00
8.5	\$391.00	17.5	\$805.00
9.0	\$414.00	18.0	\$828.00

Nonresident students will be charged \$193.00 per unit in addition to the Enrollment Fee shown above. Visit Admissions & Records or view their website for information on how to, possibly, become a California resident for education purposes.

DROP RESPONSIBILITY

It is the student's responsibility to drop courses and to pay all class fees. If fees are not paid, a student will not be able to register for future semesters until the debt is cleared. If a debt exists, no services are available through the Admissions & Records Office.

If a student drops or is dropped from a course after the refund deadline, the student is responsible for all fees owed, whether or not the student attended the class.

REFUNDS

It is the student's responsibility to drop courses by the correct deadline.

Only Enrollment fees are automatically refunded. For all other fees, an Application for a Refund Form must be completed and submitted to the Admissions & Records Office otherwise, no refund shall be made.

Any fee/tuition collected for a class that is canceled by the College or collected in error is refundable upon application. A refund processing fee of \$10.00 may be withheld from the Enrollment Fee for courses dropped that have not been canceled by the College. Requests for refunds must be made **ONLY** through the Admissions & Records Office. Refunds will be processed by Fiscal Services approximately 4-6 weeks after approval and after the end of the Late Registration period.

For New Students

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New students should complete each of the following steps in order to be cleared for registration. For exemptions, see page 16 (Matriculation Exemption Policy).

STEP 1. APPLICATION

Complete application online at www.mpc.edu

- 1) Click on "Apply for Admission"
- 2) Follow the instructions on CCCApply to submit your completed application.

STEP 2. FINANCIAL AID (OPTIONAL)

Students who need assistance paying their fees are encouraged to submit the Board of Governors Fee Waiver Application or online at www.mpc.edu before they register for classes. See page 12 for more Financial Aid information.

STEP 3. ASSESSMENT

If English is your native (first) language, you should take the English Assessment Test. If English is not your native (first) language, you should take the English as a Second Language Placement Test (ESLPT). If a college math course has not been completed, you will need to be assessed for Math placement. Please call (831) 646-4027 for information.

See Assessment information located on page 10; or found at www.mpc.edu/assessment

STEP 4. ORIENTATION

Choose one of the following:

- A)** Register for PERS 10

OR

- B)** Please review the following website: www.mpc.edu/orientation or call (831) 646-4025.

STEP 5. COUNSELING/ADVISEMENT

(EDUCATION PLAN)

Choose one of the following:

- A)** Complete the Education Plan online at:

www.mpc.edu/counseling

OR

- B)** Complete the Education Plan with a counselor. Call (831) 646-4020 for an appointment.

STEP 6. REGISTRATION

Register for classes on WebReg at www.mpc.edu

English, Math and ESL Assessments

English and Math

Application for Admission **MUST** be filed with the Admissions & Records Office prior to making an appointment for the English and/or Math assessment.

APPOINTMENTS ARE REQUIRED FOR ALL ASSESSMENTS.

To make an appointment you can log into your "WebReg" system and go to "Quick links" to make an appointment for ANY assessments. If you have questions, please call (831) 646-4027.

ACCOMMODATIONS

Students with disabilities who need special accommodations for any parts of the STEP Program should contact Supportive Services and Instruction to make arrangements. Telephone (831) 646-4070. TDD users should telephone (831) 646-4068.

ENGLISH ASSESSMENT SCHEDULE

2-hour assessment

Students wishing to take the English "ONLY" assessment can make an appointment for an English and Math assessment date.

ENGLISH and MATH ASSESSMENT

3-hour assessment

- TIMED English assessment (writing essay and reading exam) and Math assessment.
- NO LATE ADMITTANCE.
- Children are not allowed in testing area or left unattended on campus.
- You must have Picture ID and know your MPC Student I.D.# in order to assess.
- If you are late or forget to bring picture ID and MPC Student I.D., you will be asked to reschedule your assessment to another day.

MATH ASSESSMENT

1.5-hour assessment

You will need to choose between four math assessments, each designed for placement into different levels of math. Please log onto

www.mpc.edu/assessment/math

to review sample Math Practice Assessments.

You **MUST** make your decision on which math assessment, #1, #2, #3, or #4, you will be taking prior to the assessment date. You will let us know your decision at check-in.

***If a decision is not made prior to assessment date, you will be asked to reschedule once you have reviewed the practice math assessments examples.**

English as a Second Language

ENGLISH AS A SECOND LANGUAGE PLACEMENT ASSESSMENT

2 to 4-hour assessment

NOTE: An Application for Admission **MUST** be filed with the Admissions and Records Office prior to making an appointment for the English as a Second Language assessment.

Proper placement in English or English as a Second Language (ESL) classes will help to ensure academic success. If English is your native (first) language, you should take the English Placement Test. If English is not your native (first) language, you should take the English as a Second Language Placement Test (ESLPT).

Taking an inappropriate assessment may result in improper placement.

Students wishing to enroll in English as a Second Language (ESL) courses need to qualify on the basis of MPC's English as a Second Language Placement Test (ESLPT).

APPOINTMENTS ARE REQUIRED FOR ASSESSMENTS.



Please visit our webpage at www.mpc.edu/student-services/core-services/assessment for dates and times of the assessments.

You will make an appointment for an assessment online.

Questions please call 831-646-4027.

Welcome to WebReg

.....
(Web Registration) www.mpc.edu

WHO MAY USE WebReg:

CONTINUING STUDENTS:

Students who enrolled at MPC for the previous term. (Students in grades 6-12 are always considered new and must always submit an Application for Admission and an approved Concurrent Enrollment Form.)

RETURNING STUDENTS:

Students who enrolled at MPC before but not the previous term.

NEW AND TRANSFER STUDENTS:

Students who have submitted their Application for Admission. Read the information about the STEP PROGRAM in this schedule (page 9) or contact the Counseling Department.

WebReg CLEARANCE:

STUDENTS WHO ARE NOT PAYING THEIR OWN FEES :

Students included in this group are those using Vocational Rehabilitation (Chapter 31), VA Cal Vet, State Department of Rehabilitation, etc. Students are responsible for all fees unless appropriate forms are received by the Admissions & Records Office within the first two weeks of the term.

STUDENTS WHO HAVE BEEN DISMISSED FROM MONTEREY PENINSULA COLLEGE:

Students must petition for readmission through the Counseling Department. Check your petition status on WebReg 48 hours after petition is submitted to the Admissions & Records Office.

REGISTRATION IN MORE THAN 18.0 UNITS:

Students must have counselor approval for excess units.

U.S. MILITARY TUITION ASSISTANCE:

Once the approved Tuition Assistance form is submitted to the Admissions & Records Office, registration may be permitted.

U.S. MILITARY DEPENDENTS USING NON-RESIDENT FREE EXEMPTION:

Signatures are required on the U.S. Military Dependent Residence Statement every semester/session of enrollment. Registration fees are the responsibility of the student unless the form is submitted to the Admissions & Records Office within the first two weeks of the term.

INTERNATIONAL STUDENTS:

All students on F-1 or M-1 visas and students not possessing permanent resident visas: Approval from International Student Program office is required.

6th-12th GRADE STUDENTS:

Students whose grade levels or age, equal grades 6-12 must complete an Application for Admission and a Concurrent Enrollment Form. Registration is permitted once both forms are completed, and submitted to the Admissions & Records Office. Students in grades 6-8 must have additional approval from the Dean of Student Services. Phone (831) 645-1377 to schedule an appointment. No approvals will be granted once the term begins.

WebReg Payment Slip

Student ID Number

9 0 | | | - | | | | | - | | | | |

Full Name: _____

Address: _____

City/State/Zip: _____

The payment enclosed must match exactly the amount due. Checks submitted for an amount other than the total due will be returned.

Amount Enclosed: _____

(write ID# on check)

If you indicated on WebReg that payment would be made by check or cash and you now wish to use your credit card, write the credit card number and expiration date, and sign the form. The signature must be that of the card holder.

Credit Card #: (Visa/MasterCard)

| | | | | | | | | | | | | | | | | | | | |

Exp. Date:(Mo/Year) | | | | | | | | | |

3-digit CVC number (required) | | | | |

Signature: _____

Date: _____

Mail to:

Fiscal Services
 Administration Bldg.
 Monterey Peninsula College
 980 Fremont Street
 Monterey, CA 93940

WebReg Worksheet

To access WebReg, Monterey Peninsula College requires students to use their Student ID Number if known, otherwise you may use your Social Security Number to access your Student Portal.

WebReg HOURS:

www.mpc.edu
24 hours per day

WebReg HELP LINE HOURS:

Monday – Thursday: 9:00am – 4:30pm
Friday - 9:00am - 12:00pm
Call (831) 646-4002/4007

GUIDELINES:

Complete the worksheet at right before logging in. Have a list of alternate courses, as some of the classes may be closed.

NOTE: *If you were not registered at MPC in the previous term, and have not submitted an Application for Admission for the term you wish to register for, registration will be denied.*

If you have changed your mailing address, telephone number and/or email address, update the information on WebReg in your Student Portal.

The fastest, most secure way to pay for classes is through WebReg with a VISA or MasterCard. Need an alternative? There is a drop box outside the Administration Building to drop off payments.

TO REGISTER BY WebReg:

- 1: Visit MPC's web site (www.mpc.edu).
- 2: Click on WebReg
- 3: For initial entry
 - **ID Number** (enter your SSN if you do not know your student ID number)
 - **PIN** (enter your 8-digit birth date (MMDDYYYY), no spaces)
- 4: Click Login
- 5: If asked, update your PIN. It is your responsibility to remember the PIN you entered. From this point, you will be using this PIN when activating your WebReg account.
- 6: You are now in your WebReg account. Update your information, if needed.
PLEASE READ THE INSTRUCTIONS PRINTED ON EACH SCREEN
- 7: To register, click on Add/Drop/Register
- 8: Select the semester/session in which you are registering
- 9: Enter the 4-digit section number of the class(es) you wish to register into the "Enter Section Number box, click the "Add to Cart" button

4 Digit Section #	Course	Units	Day(s)	Time
8795	BIOL 25	3	M-W	9:00-11:00

- If the course you entered has the option of being taken for LG (Letter Grade) or P/NP (Pass/No Pass), you must now choose the grading option for which you wish to take the course. Click the option of your choice. Consult a counselor with questions.
 - The information related to the section number you entered appears. If this is the correct course and you wish to add additional courses, click "More Schedule Changes." Continue this process until have requested all courses.
 - If you have chosen the wrong course, click the shopping cart under the Remove button to drop the course.
- 10: After you have enrolled in all desired courses, continue your registration by clicking on "Checkout"
 - 11: The amount of money you owe for this transaction appears. **You must choose a payment option to finalize your registration.** If you clicked on payment to be made by check or cash, please complete the WebReg Payment Slip and submit your payment to Fiscal Services located in the Administration Building.
 - 12: **When adding or dropping courses, ALWAYS PRINT YOUR RECEIPT.** This will be your record of the courses that you have added and/or dropped.
 - 13: **If you need to make schedule changes** at a later time, you must **FIRST** drop the courses that you no longer intend to take and then add the classes that you want to take instead.
 - 14: If you wish to purchase a Parking Permit, click Optional Fees. Beginning Fall 2014, parking permits will be mailed to students. Make sure your address is current in WebReg. Parking permits will begin to be mailed a few weeks before the term begins. Payment must be received before permits can be mailed out. So order and pay early!

Financial Aid Information

WHAT IS FINANCIAL AID?

Financial aid is the money you receive from federal, state and local programs to help you meet the expenses (books, enrollment fee, food, rent, and transportation) of a college education. Financial aid provides assistance to students who would be unable to attend college without such help. THE PRIMARY RESPONSIBILITY OF PAYING COLLEGE COSTS RESTS WITH YOU AND YOUR PARENTS. Financial aid can help fill the gap between what you and your family can pay and the cost of your education. Student Financial Services provides different types of financial aid, such as grants, scholarships, work-study, and Direct Student Loans.

WHO IS ELIGIBLE?

You do not need to be a low-income family to be eligible for financial aid but you must demonstrate financial need. Your financial need is the difference between the cost of attendance and your expected family contribution. If you would like to apply for financial, APPLY NOW!

HOW DO I APPLY?

To be considered for financial aid, you will need to complete the Free Application for Federal Student Aid (FAFSA) as soon as possible at www.fafsa.gov or the Dream Act Application at www.csac.ca.gov/dream_act.asp Student Financial Services will notify you of any required documents to complete your financial aid file.

WHAT ARE THE GENERAL ELIGIBILITY REQUIREMENTS?

In order to be eligible for federal, state, and institutional financial aid programs, a student must meet the following requirements:

- Must be accepted for admission and enrolled in an eligible academic program.
- Must have a High School Diploma or the equivalent (GED), or have received the California High School Proficiency Examination (CHSPE).
- Must be making satisfactory academic progress (SAP), whether or not you received financial aid.
- Must be a U.S. Citizen or eligible non-citizen with a valid Social Security Number.
- Must be in compliance with Selective Service Registration requirements.

- Must have resolved any drug conviction issues.
- Must not be in default on any Federal Loan Program or in repayment of any Federal Grant Programs.
- Must demonstrate financial need.

WHAT IS FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS?

In order to show financial aid satisfactory academic progress during a given semester, you must: 1) earn semester and cumulative grade point averages of at least 2.0 ("C" average); 2) complete 75% of the units you attempt, both semester and cumulative; and 3) complete your degree within the 150% Maximum Timeframe (90 units attempted.)

WHAT ARE MY RESPONSIBILITIES AS A STUDENT RECEIVING FINANCIAL AID?

As a student receiving financial aid, you are required to:

- (1) Sign up for an MPC email account;
 - (2) Notify Student Financial Services of any change in your address, name, marital status, Social Security number or income;
 - (3) Respond immediately to all correspondence sent to you by the Student Financial Services office, the Federal or State Student Aid Programs;
 - (4) Maintain satisfactory academic progress; and
 - (5) Drop courses before the semester's census date.
- * Please note that it is the student's responsibility to pay any outstanding fees to MPC.

WHEN WILL I KNOW IF I AM ELIGIBLE FOR FINANCIAL AID?

Once you have completed the financial aid application process, your eligibility for financial aid will be determined. Student Financial Services will mail you a financial aid award letter. The award letter will inform you of the amount, type of financial aid you will be eligible to receive, and the date(s) check(s) will be issued. If you are not eligible to receive financial aid, Student Financial Services will notify you by letter as well.

WHAT IS THE DEADLINE TO APPLY FOR FINANCIAL AID?

What you *must* do for financial aid:

- **Sign up for your MPC e-mail account!**
- Register for your classes, and complete your forms before January 21, 2015.
- Complete the 2014-2015 FAFSA application as soon as possible at www.fafsa.gov or the Dream Act Application at www.csac.ca.gov/dream_act.asp

- Additional documentation will be accepted after January 21, 2015.

WHAT ABOUT FEE WAIVERS?

Board of Governors (BOG) Fee Waiver:

This California-funded fee waiver program assists students who are classified as California residents with the mandatory Enrollment Fee.

BOG Fee Waiver Method A:

Assists students who are receiving public assistance, or are dependents of a parent on public assistance.

BOG Fee Waiver Method B:

Assists students as determined by the California Income Standards.

BOG Fee Waiver Method C:

Assists students who have completed the FAFSA and have \$1,104 in need. This is determined by Student Financial Services.

HOW DO I APPLY FOR STUDENT LOANS?

To apply for student loans, you will need to complete the steps listed on our website under "Direct Federal Students Loans."

Contact Student Financial Services for assistance at (831) 646-4030, send an email to financialaid@mpc.edu, or visit our website at www.mpc.edu/financialaid

Residency Requirements

CALIFORNIA RESIDENTS:

Information below applies to U.S. citizens and students on Permanent Resident Visas. You may be asked to submit documentation to verify California residence.

Resident student classification for educational purposes shall be given to students 19 years of age or older who have resided in California for at least one year and one day prior to the beginning of the semester/session, and have "manifested the intent" to make California their residence one year and one day prior to the beginning of the semester/session. "Manifested the intent" means having the supportive documentation indicating the intention to make California one's state of legal residence. This is normally done by filing state income tax forms as a resident, by voting as a resident, and NOT possessing documents contradicting California residence.

If a student is under 19 years of age and the student's parents or legal guardian meet the conditions listed above, the student may qualify as a California resident.

Upon completion of the U.S. Military Dependent Residence Statement, dependents of active duty U.S. military personnel, excluding National Guard, assigned to California may be exempt from non-resident tuition for the duration of the U.S. active duty person's assignment to California. The form must be completed each semester/session of enrollment and is found on our web site.

Students who attended high school in California for a minimum of three years and graduated from a California high school (GED, CA Proficiency) may be exempt from payment of nonresident tuition upon completion of the California Nonresident Tuition Exemption Request form (AB 540). This form is located on our web site.

NONRESIDENTS:

Students not meeting the California residency requirement, including international students and students possessing visas which preclude them from establishing California residence, will be classified as "nonresidents" and are subject to nonresident tuition.

NOTE: Nonresident status is not changed automatically.

Students previously classified as nonresidents must complete a "Request to be Classified as a California Resident" form if now requesting California resident status. This form, available on our web site, with required documentation, must be submitted to the Admissions & Records Office before registering.

General Information

To access WebReg, Monterey Peninsula College requests students to use their Student ID Number.

APPLICATION FOR ADMISSION

Visit www.mpc.edu and click on "Apply" to apply for admission.

ATTENDANCE

It is the student's responsibility to officially drop a class by WebReg when he/she is unable to be an active participant in the class.

Any student who stops attending a course without officially dropping may receive an unsatisfactory grade.

Students who do not attend the first class meeting may be dropped by the instructor. It is the student's responsibility to inform the instructor of non-attendance for the first class meeting, if the students wish to remain in the class. If not, it is the student's responsibility to drop by the appropriate deadlines. If you wait for the instructor to drop you, you may still be responsible for fees and grades.

REGISTRATION INFORMATION

For WebReg information please see pages 10 and 11.

WebReg is available 24 hours per day.

If you encounter problems, you may telephone Admissions & Records at (831) 646-4002/4007 for assistance Monday through Thursday from 9:00 am - 4:30 pm and Friday from 9:00 am - 12:00 pm.

If your address, telephone number, email address and/or intended major has changed, update the information in WebReg.

REGISTRATION RECEIPTS

It is the student's responsibility to print a copy of his/her Registration Receipt which reflects classes dropped and/or added and fees paid, owed, and/or waived from their student portal (WebReg).

CAMPUS SAFETY/SECURITY

In case of emergency, dial 9-1-1.

The Campus Safety Security Office is located in the Student Center, Room SC116 and can be reached at (831) 646-4099.

Office hours:

Monday - Friday 6:00am to Midnight

Saturday - Sunday, 7:30am - 6:00pm

At other times when (non-emergency,

officer needed):

On the **Monterey Campus**, Monterey Police Department can be reached at (831) 646-3914.

On the **Marina Campus**, Marina Police Department can be reached at (831) 384-7575.

On the **Seaside Campus**, Seaside Police Department can be reached at (831) 394-6811.

In compliance with the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act, Monterey Peninsula College reports this information at the Office of Postsecondary Education Campus Security Statistics website in cooperation with the U.S. Department of Education. This information can be accessed on the internet at www.ope.ed.gov/security Information provided by the State of California in compliance with Megan's Law may be obtained through www.meganslaw.ca.gov

PASS/NO PASS GRADE OPTION

Courses which may be taken for LG-P/NP (Letter Grade-Pass/No Pass) are so indicated on the college web site and the College Catalog course descriptions. If P/NP is an option and the student wishes to take the course for P/NP, the student must request the P/NP grading option using WebReg by the end of the fourth week for semester-length courses or within 25% of courses less than semester-length.

GRADES

Student grades are not mailed. Grades are available by WebReg once faculty enters them. Only the following grade symbols are used:

Counted in GPA:

Grade	Definition	Grade Point
A	Excellent	4.0
B	Good	3.0
C	Satisfactory	2.0
D	Passing - less than satisfactory	1.0
F	Failing	0.0

Not Counted in GPA:

Grade	Definition
I	Incomplete
MW	Military Withdrawal
W	Withdrawal
P	Pass - at least satisfactory ("C" or better)
NP	No Pass - less than satisfactory ("D" or "F")

PARKING

With the exception of designated short-term Visitor and Loading Zone spaces, all parking on campus is by permit only, unless otherwise posted. Parking spaces marked in yellow are for staff parking only during these times. Yellow permit dispenser machines for daily parking permits are located in each lot. Dispenser permits must be visible on the driver's side of the dashboard while parked.

PARKING PERMITS

Permits can be purchased through WebReg by clicking on optional fees.

Beginning Fall 2014, parking permits will be mailed to students. Make sure your address is current in WebReg. Parking permits will begin to be mailed out a few weeks before the term begins. Payment must be received before permits can be mailed out. So order and pay early!

CSUMB permits are accepted at MPC. MPC parking permits are not accepted at CSUMB.

REGULATIONS & REQUIREMENTS, EXCEPTIONS TO

Requests for exceptions to the admissions, academic, and curricular regulations may be made by petition to the Academic Council. Exceptions are made only for unusual circumstances. The Academic Council meets every second and fourth Tuesday of each month. Petition forms are available on the Admissions & Records Office website.

SCHEDULE CHANGES

ADDING CLASSES

Adding classes may be done using WebReg as outlined on our web site and in the Schedule of Classes.

Students who begin a class on or after the census date for a class (third Monday after classes begin or 20% of short courses) will not be permitted to enroll. Beginning the first day of classes, an add code number is required to register into all full term courses. Short term classes may be added, up until the day before the course begins, without the instructor's permission, if the class is open. Once the class begins students must use an add code.

ADD CODES

After regular registration ends, students must go to the class and get permission from the instructor to add a class. If admitting students, the instructor will give the student a 4-digit add code that will allow the student to add the course using WebReg.

After late registration, students who have been attending a class from the start of the course must petition to add courses after the official advertised Late Registration period. Petitions are available on the Admissions & Records Office website and must be returned in person to the Admissions & Records Office.

DROPPING CLASSES Course repetition and withdrawal changes:

Monterey Peninsula College has implemented new limitations regarding course repetitions and withdrawals in a single course. These changes are mandated by Board of Governors' Title 5 regulations. Students repeating a course in which they previously received a substandard grade of D, F, NC, NP, and/or a non-evaluative symbol of W (withdrawal), will be limited to a total of three enrollments.

Students are advised to carefully choose their courses each term to ensure successful completion. This new regulation is retroactive to Fall 1995, therefore, some students may find that they have already exhausted the repeat and withdrawal limitation of three enrollments.

Students should click on "View Grades" to review their current unofficial transcript in an effort to determine how they may be affected by this new policy. In the "Records" section of your Student Portal, you may click "Unrepeatable Courses" to see the courses in which you have exhausted enrollment.

Visit the Admissions & Records Office if you have further questions. You may also speak with a counselor.

It is the student's responsibility to drop courses.

Never assume that your instructor will automatically drop you if you do not attend. It is the student's responsibility to know the attendance policy for each course in which enrolled.

Students may use WebReg to drop courses by the appropriate deadline. If students need assistance, please visit Admissions & Records.

If courses are dropped by the appropriate deadline and the student is eligible for a refund, an Application for Refund Form must be completed and submitted to the Admissions & Records Office by the end of the semester. Refunds for non-canceled courses may be charged a \$10.00 processing fee.

THE LAST DATE TO WITHDRAW

Students who drop courses during the first 20% of a course will receive "No Grade of Record." Please note this change and, students must drop semester-length courses by Saturday before the third week of the semester. Students who drop semester-length courses within the 20%-75% time frame of a class will receive a grade of "W" (withdrawal). Any student who stops attending a course without officially dropping may receive an unsatisfactory grade. Check the website for important dates and deadlines.

STUDENT FINANCIAL SERVICES

There is money available to assist with expenses while you are attending Monterey Peninsula College. The funding is from Federal, State, and local sources. It is important that you apply early to qualify for as many sources as possible. Please see page 12.

REMEMBER, THE PRIMARY RESPONSIBILITY FOR PAYING FOR COLLEGE RESTS WITH YOU AND/OR YOUR PARENTS. Financial aid is a funding source to assist filling the gap between what you and your family can pay for the cost of your education. If you have completed all of your semester financial aid forms, you must be registered before January 21, 2015 to receive your aid by the second day of Fall. Student Financial Services is located in the Student Services building.

TEXTBOOKS

Textbooks are essential and although prices vary, most textbooks are approximately \$75.00 each. Accounting, Calculus, Nursing, and Drafting textbooks can cost \$100.00 or more. Textbooks are purchased at the MPC Bookstore or online at www.mpc.bkstr.com

The Bookstore has developed a book rental program. Check with the Bookstore for details.

NOTICE OF NONDISCRIMINATION

Monterey Peninsula College shall not discriminate on the basis of ethnic group, race, color, national origin, religion, sex (including sexual harassment), sexual orientation, handicap (or disability), or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 pertaining to race, color and national origin and Title IX of the Educational Amendments of 1972; section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, pertaining to disabilities; and the Age Discrimination Act of 1975, pertaining to age. Limited English language skills will not be a barrier to admission to and participation in vocational education programs.

Persons who seek information and/or resolution of alleged acts of discrimination and/or resolution of sexual harassment are directed to contact Susan Kitagawa, Associate Dean of Human Resources, who serves as the Sexual Harassment Officer, at (831) 646-4014. The Human Resources Office is located in the Administration Building.

VETERAN'S ASSISTANCE STUDENTS

(Any student who anticipates using Veterans Affairs Education Benefits while attending Monterey Peninsula College.)

Students requesting certification for the first time at MPC must make an appointment with a counselor to have a Student Education Plan completed. Students must then make an appointment with the Veterans Representative to submit all required paperwork and receive information on the certification process at MPC.

Students requesting certification for a second time at MPC must have all official transcripts from other colleges and their official military transcripts evaluated and on file at MPC before the end of their first semester. Students must then have a counselor complete a second semester Veterans Education Plan documenting units completed and courses needed to complete the educational goal. Students will not be certified a second time without this plan. Please note that because of the need for accuracy, counselors will only complete Veterans Education Plans during their scheduled appointments and not drop-in hours.

During the first week of each semester/session, students using Veteran's Assistance will be seen only on a drop-in basis. After the first week, students using Veteran's Assistance will be seen by appointment. Appointments may be made at the counseling department or by telephone at (831) 646-4020/4021.

Please visit the MPC Veteran's Assistance website at www.mpc.edu/veterans

ENGLISH AND STUDY SKILLS CENTER

Students who would like assistance with writing, research, and study skills are encouraged to come to the English and Study Skills Center.

The English and Study Skills Center, located on the first floor of the Library and Technology Center, offers individualized instruction and services to assist students in developing the skills they need to succeed in college-level courses.

Students may enroll in ESSC course labs on a pass/no pass basis. Please see the catalog for course descriptions.

The English and Study Skills Center is open the following days and hours:

8:00am-7:00pm • Monday through Thursday
8:00am-12:00pm • Friday
Closed holidays.

Days and times subject to change. Check the ESSC website for up to date information.

FOR ADDITIONAL INFORMATION, CALL (831) 646-4177.

website: www.mpc.edu/essc

Matriculation Information

THE CALIFORNIA STATE MATRICULATION PLAN

Monterey Peninsula College participates in the California State Matriculation Plan which brings the college and a student planning to transfer or obtain a degree or certificate into an agreement for the purpose of realizing the student’s educational objective.

There are six important steps (STEP Program) to take before beginning course work at Monterey Peninsula College. The completion of these steps will speed up the enrollment process and greatly enhance chances for educational success.

The college encourages all new students (credit and non-credit) to participate in the STEP program; however, some students may be exempt from various steps in the program (see below).

Disabled students needing special accommodations for any parts of the STEP Program should contact Supportive Services and Instruction to make arrangements, telephone (831) 646-4070. TDD users should telephone (831) 646-4068.

A student may file a written complaint if it is felt that assessment, planning sessions, counseling, or any other matriculation procedure is being applied in a discriminatory manner. For additional information regarding the complaint procedures, contact the Matriculation Coordinator, at (831) 645-1356.

MATRICULATION EXEMPTION POLICY

Students may be exempt from assessment, orientation, or counseling/advisement if they attended another college, or meet one of the exemption criteria listed in the college catalog. Students, however, may not be exempt from the admissions or follow-up components. Students who do not meet approved matriculation exemption criteria, but choose to be exempt from all or part of the matriculation components, may do so by completing a waiver form available from the Counseling Department.

Final Exam Schedule

SPRING 2015 ON-CAMPUS DAY CLASSES

TIME	MONDAY, JUNE 1	TUESDAY, JUNE 2	WEDNESDAY, JUNE 3	THURSDAY, JUNE 4
8:00 am	9:00 MWF & other 9:00 combinations MWF	9:00 or 9:30 TTH & other 9:00 or 9:30 combinations TTH	8:00 MWF & other 8:00 combinations MWF	8:00 TTH & other 8:00 combinations TTH
10:30 am	10:00 MWF & other 10:00 combinations MWF	11:00 TTH & other 11:00 combinations TTH	11:00 MWF & other 11:00 combinations MWF	10:00 TTH & other 10:00 combinations TTH
1:00 pm	12:00 MWF & other 12:00 combinations MWF	12:00 TTH & other 12:00 combinations TTH	1:00 MWF & other 1:00 combinations MWF	1:00 TTH & other 1:00 combinations TTH
3:30 pm	2:00 MWF & other 2:00 combinations MWF	3:00 TTH & other 3:00 combinations TTH	3:00 MWF & other 3:00 combinations MWF	2:00 TTH & other 2:00 combinations TTH

Examinations will vary in length, depending upon course requirements, but will be no longer than 2 hours. All examinations will be given in regularly assigned classrooms. Lab examinations, when required, will be held prior to the effective date of this schedule. Evening and Saturday class examinations will be held at the last class meeting during the period of June 1-4, 2015.



Prerequisite/Co-Requisite Challenge Options and Procedures

GENERAL INFORMATION

Monterey Peninsula College is required by the State of California to enforce course prerequisites. We believe completing prerequisites before enrolling in higher-level courses will ensure your success as a student. If you have taken the prerequisite at another school or at MPC before Fall 1995, you must complete a "PREREQUISITE VERIFICATION FORM." You will need to present transcripts or grade reports from other colleges to verify completion of the prerequisite. Satisfactory completion means that you received a grade of "C" or better in each course. If you do not have such transcripts or grade reports, see the challenge options below. If you wish to challenge the prerequisite, you must file a "PREREQUISITE CHALLENGE FORM" with the Division in which the course belongs.

- **Mathematics:** Contact the Physical Science Division Office.
- Contact the Humanities Division Office for challenges in the following departments. Challenge exams will be given on one of the following dates:
 - English:** Thursday, January 22, 3pm, HU101; and
Friday, January 23, 9am, HU101.
 - ENSL:** Wednesday, January 28, 5pm-7pm, Humanities Division Conference Room, HSS104.
Friday, February 6, 12pm-2pm, Humanities Division Conference Room, HSS104.
 - World Languages:** Monday, January 26 and Tuesday, January 27, 3pm, Humanities Division Conference Room, HSS104

CHALLENGE OPTIONS

You may challenge the prerequisite for a course you wish to enter by choosing one of the following options:

OPTION 1: Prerequisite course not available.

You believe the prerequisite course was not made reasonably available. The Division Chair or Academic Affairs Vice President designee will determine whether the required course was reasonably available.

OPTION 2: Prerequisite not established in accordance with district's process for establishing prerequisite.

You believe the prerequisite is not valid because it is not necessary for success in the course for which it is required.

The faculty of the department and the college's Curriculum Advisory Committee have considered and approved the prerequisites. A designee for the Academic Affairs Vice President will determine whether the required course is necessary for success in the target course.

OPTION 3: Prerequisite is discriminatory.

You believe the prerequisite is discriminatory or is applied in a discriminatory manner. The Academic Council will review the evidence submitted.

OPTION 4: Knowledge or ability to succeed.

You believe you can succeed in the course without meeting the prerequisite based on knowledge or ability gained outside of the

classroom. The challenge (and documentation) will be reviewed by the appropriate department.

CHALLENGE PROCEDURES

A student may challenge a prerequisite by following the Prerequisite/Co-requisite Challenge Procedures described below:

STEP 1

Pick up a Prerequisite Challenge Form from the Division Office responsible for the course you wish to challenge.

Division Office	Telephone Number	Location
Business & Technology	(831) 646-4071	BMC203
Creative Arts	(831) 646-4200	AS100
Humanities	(831) 646-4100	HSS109
Life Science	(831) 646-4125	LS112
Maurine Church Coburn School of Nursing	(831) 646-4258	NU-102
Physical Education	(831) 646-4220	PE-101
Physical Science	(831) 646-4140	PS109A
Social Science	(831) 646-4160	SS-105

STEP 2

Complete the form by identifying one or more of the reasons listed in the Challenge Options. Take the completed form back to the Division Office.

STEP 3

The Division representative will keep the original (white division copy) of the completed Prerequisite Challenge Form.

STEP 4

You will take the Counseling Copy (pink copy) of the Challenge Form to the Counseling Department for prerequisite clearance. The goldenrod copy is kept by you for your records.

STEP 5

Enroll in the course that required the prerequisite challenge.

STEP 6

Department review must take no longer than 5 working days. Check with departments for schedule for reviews of the challenges.

STEP 7

An original of the Prerequisite Challenge Form will be forwarded by the department/division to the Dean of Student Services Office indicating that the challenge was approved or denied.

If the challenge is denied, the student will be dropped from the course and authorized a refund, if applicable.



The MPC Child Development Center and Laboratory Program

...OPERATES UNDER THE AUSPICES OF MPC STUDENT SERVICES and is licensed by the Department of Social Services for 54 children. The Center performs a dual purpose for the campus community: high quality child care for students' families and an outstanding laboratory training experience for Child Development majors.

THE STAFF OF THE CHILD DEVELOPMENT CENTER is credentialed professionals with many years of experience in the education of young children. The staff is augmented by Child Development students, parent volunteers and student aides. Children must be 3 years old by September 1, 2014 to be eligible. Children must be in good health, potty trained, with all immunizations up to date. At least one parent must be enrolled at MPC taking a minimum of 12 units of day classes leading directly to a vocation or profession.

The Child Development Center does not discriminate on the basis of race, color, religion, sex, limited English proficiency, national origin, or handicap.

Call the Center for eligibility information.
(831) 646-4066

CENTER HOURS FOR THE SPRING 2015 SEMESTER

February 2 - June 4, 2015:

7:45 a.m. - 5:00 p.m. • Monday-Thursday

7:45 a.m. - 4:00 p.m. • Friday

Director: Cathy Nyznyk • cnyznyk@mpc.edu

Major Codes

MAJOR CODES FOR DEGREES AND CERTIFICATES

Please select a major code below that matches your educational goal. Refer to Section A if you do not plan to earn a degree or certificate. Refer to Section B if you plan to earn a Certificate (C), an Associate Degree (AA/AS) or earn an associate degree that is based on a transfer program (Transfer). You may select only one major code.

A. No Degree/Certificate or Undecided or No Code

Personal Development	009000
Undecided	000000
No Code Listed	009999

B. Major Codes for Degrees & Certificates

Major

	C	AA/AS	Transfer
Accounting	003336	002336	
Admin of Justice (AS-T)			002660
Admin of Justice: Law Enforcement	003306	002306	
Anthropology (AA-T)			001101
Art - Photography			001132
Art - Studio Arts (AA-T)			001609
Art History	003316	001316	
Art History (AA-T)			001102
Art Studio: Ceramics	003322	001322	
Art Studio: Film-Video	003315	001315	
Art Studio: Drawing	003319	001319	
Art Studio: General Studio	003318	001318	
Art Studio: Jewelry and Metal Arts	003323	001323	
Art Studio: Painting	003320	001320	
Art Studio: Photography	003500	001500	
Art Studio: Printmaking	003326	002326	
Art Studio: Sculpture	003324	001324	
Astronomy			001104
Automotive Technology	003330	002330	
Biological Sciences			001106
Business Administration		001107	
Business Administration (AS-T)			002661
Chemistry			001108
Cisco Networking & Security Professional	003385		
Communication Studies (AA-T)			001109
Computer Networking		002385	
Computer Information Systems			001110
Computer Science (AS-T)			002662
Computer Software Applications	003380	002380	
Cultural History of Monterey County	003395	001395	
Dance		001398	001111
Dental Assisting	003400	002400	
Early Childhood Education	003370	002370	
Early Childhood Education (AS-T)			002657
Economics			001113
Engineering			001114
English			001115
Entrepreneurship	003340	002340	
Ethnic Studies			001116

Family and Consumer Science		001419	
Family Research Studies (Genealogy)	003420		001420
Fashion Design	003426		002426
Fashion Merchandising	003430		002430
Fashion Production	003431		002431
Fire Protection Technology	003440		002440
Fitness Instructor Training	003445		002445
French			001133
General Business	003345		002345
General Education: CSU-Breadth	003657		
General Education: IGETC	003658		
General Studies: Arts & Humanities			001501
General Studies: Communication & Analytical Thinking			001502
General Studies: Intercultural Studies			001503
General Studies: Natural Science			001504
General Studies: Social Science			001505
Geology			001118
Graphic Arts	003321	001321	001103
History (AA-T)			001119
Hospitality Management			001150
Hospitality Operations	003450		002450
Human Services	003452		002452
Interior Design	003455		001455
International Business	003350		002350
Massage Therapy	003465		002465
Mathematics (AS-T)			002658
Medical Assisting	003480		002480
Medical Insurance and Coding Specialist	003475		002475
Medical Office Procedures	003470		002470
Music	003485	001485	001129
Nursing			002488
Oceanography			001121
Office Technology	003360		002360
Ornamental Horticulture	003490		002490
Parks and Recreation	003493		002493
Philosophy			001122
Physical Education			001123
Physical Education Aide			002498
Physics (AS-T)			002663
Political Science			001605
Political Science (AA-T)			001610
Pre-Dental Hygiene			001145
Pre-Nursing			001137
Pre-Occupational Therapy			001134
Pre-Physical Therapy			001139
Psychology (AA-T)			001126
Real Estate	003505		002505
Restaurant Management			002451
Retail Management	003366		
Secretarial	003365		002365
Sociology (AA-T)			001127
Spanish			001142
Theatre Arts			001112
Theatre Arts: Acting	003416		001416
Theatre Arts: Directing	003417		001417
Theatre Arts: Technical Theatre	003418		001418
Women's Studies			001600
World Languages			001117
No Code Listed	009999	009999	009999



MPC GENERAL EDUCATION REQUIREMENTS 2014-2015

N = Needed; IP = In Progress; C = Completed		N	IP	C
A	Communication Skills: 6 units A1 English Composition – 3 units English 1A Course from other college _____ Advanced placement _____ CLEP _____			
	A2 Communication & Analytical Thinking – 3 units Business 22, 42, 110; Computer Science & Information Systems 1, 9, 190; English 2; Linguistics 49; Mathematics 10, 12, 13, 16, 17, 18, 20A, 263; Oceanography 10; Personal Development 54; Philosophy 6, 10; Sociology 15; Speech Communication 1, 2, 3, 54 Course from other college _____ Advanced placement _____ CLEP _____			
B	Natural Science: 3-4 units (must include lab) Anatomy 1 & 2, 5; Anthropology 2 & 2L; Astronomy 10 & 10L; Biology 10, 13, 21, 22, 25 & 26, 31 & 32; Chemistry 1A, 2, 10 & 10L, 30A; Geology 2 & 2L; Oceanography 2 & 2L; Physics 2A, 3A, 10; Physiology 1 & 2 Course from other college _____ Advanced placement _____ CLEP _____			
C	Humanities: 3 units American Sign Language 1A, 1B, 2A, 2B; Art Basics 2, 3, 4; Art Ceramics 1A, 2A; Art Dimensional 1A, 40A; Art History 1, 3, 4, 6, 7, 8, 9, 12, 14, 30; Art Photography 10, 11A, 14; Art Studio 10A, 40A, 60, 61A; Art Video 1; Communication Studies 5; English 1B, 5, 10, 11, 16, 17, 18, 22, 38, 40A, 40B, 43, 44, 45, 46, 47; Ethnic Studies 4, 5, 45; Gentrain 1-23; Humanities 1, 4, 10, 30, 40; Linguistics 10, 15, 25, 30, 45, 46, 49; Music 1, 2, 3, 4, 10A, 10B, 14A; Philosophy 2, 4, 8, 12, 13, 40; Spanish 225A, 225B; Speech Communication 4, 5; Theatre Arts 1, 4, 5, 7A, 11, 15A, 53; Women's Studies 1, 4, 11, 25, 40, 54; World Civilization 4A, 4B, 20; World Languages All 1A, 1B, 2A, 2B, 5, 35A, 35B, 50 Course from other college _____ Advanced placement _____ CLEP _____			
D	Social Science: 3 units Anthropology 2, 4, 6, 15, 20, 21, 30; Early Childhood Education 1, 55, 56; Economics 1, 2, 4; Ethnic Studies 10, 11, 14, 16, 18, 20, 21, 22, 24, 25, 30, 40, 45; Gentrain 1-23; Geography 2, 4, 5; History 2, 4, 5, 7, 8, 11, 12, 15, 17, 18, 20, 24, 25, 40, 47, 48; Linguistics 15, 25, 30, 45, 46, 49; Political Science 1, 2, 3, 4, 5, 10, 16, 18; Psychology 1, 3, 6, 25, 33, 35, 38, 40, 50; Sociology 1, 2, 3, 11, 12, 13, 14, 15, 22, 40; Speech Communication 4; Women's Studies 2, 6, 10, 12, 25, 30; World Civilization 4A Course from other college _____ Advanced placement _____ CLEP _____			
E	Life-Long Learning and Self-Development: 3 units E1: Wellness Adapted Physical Education 8, 9, 13, 14, 15, 16; Biology 30, 31; Business 60, 62; Dance 1-4, 10A-10D, 11A-11D, 12A-12C, 14A-19, 21, 53; English 5; Family and Consumer Science 56; Health 4, 7; Linguistics 25; Nautical Science 51, 55; Nutrition and Food 1; Physical Education 1A-2C, 5AB, 6A,B,C, 7A-15B, 18, 21, 22A,B,C, 29, 33; Physical Fitness 6, 8-10A, 13-15A, 16A, 17A, 18A,B, 19A, 20, 21A, 22A,B,C,D, 30A,B,C, 50, 51; Psychology 25, 50; Women's Studies 7, 25			
	E2: Introduction to Careers Administration of Justice 2; Art History 30; Art Studio 10A, 12A, 40A, 41A, 60, 62A; Automotive Technology 100; Business 1A, 20, 44, 62, 80, 120A; Business Skills Center 108, 109, 117A, 126A, 126B, 140, 150, 155, 160, 170; Computer Science and Information Systems 50 & 50L; Cooperative Work Experience 90, 91, 91.1-91.43, 92; Dance 20A, 20B, 22; Dental Assisting 100; Drafting 70, 72A; Education 1; Emergency Medical Services 170; Engineering 1A; Fashion 50; Fire Protection Technology 1; Hospitality 51; Human Services 50; Library Services 60; Medical Assisting 100; Music 20, 44, 48A, 50A, 55A; Oceanography 31; Ornamental Horticulture 51, 52; Personal Development 50, 51, 71; Physical Education 40, 41, 50; Real Estate 50; Speech Communications 52; Theatre Arts 21A Course from other college _____ Advanced placement _____ CLEP _____			
F	Intercultural Studies: 3 units Business 38; Early Childhood Education 56; English 40A, 40B; Ethnic Studies 10, 45; History 12; Humanities 30; Linguistics 45; Sociology 13; Speech Communication 4; Theatre Arts 4; Women's Studies 12 Course from other college _____ Advanced placement _____ CLEP _____			

For AA/AS Graduation a. Reading Proficiency ENGL 1A
 b. Writing Proficiency ENGL 1A

c. Math Proficiency MATH 263 or higher
 d. Information Competency LIBR 50 or LIBR 80 or equivalent

It is recommended that you confirm your education plan with a counselor.

Student Name _____ SID# _____ / _____ / _____

Counselor Signature _____ Date _____



California State University GENERAL EDUCATION REQUIREMENTS 2014-2015

A minimum of 48 semester units in General Education are required for a degree: 9 semester units must be at the upper division level. This pattern is designed to satisfy the 39 units of lower division general education requirement to any of the CSU campuses. A course may be listed in more than one area, but can be used to satisfy the requirement in only one area.

N = Needed; IP = In Progress; C= Completed		N	IP	C		
A	<p>Communication and Critical Thinking: 9 units Choose one course from A1, A2 and A3</p> <p>A1 Oral Communication _____ A1 Personal Development 54; Speech Communication 1, 2, 3, 54 Course from other college _____ Advanced placement _____</p> <p>A2 Written Communication _____ A2 English 1A Course from other college _____ Advanced placement _____</p> <p>A3 Critical Thinking _____ A3 English 2; Philosophy 6, 10 Course from other college _____ Advanced placement _____</p>					
	B	<p>Physical Universe and Its Life Forms: 9 units Choose one course from B1, B2 and B4. At least one course from B1 or B2 should be a laboratory course listed in B3.</p> <p>B1 Physical Universe _____ B1 Astronomy 10; Chemistry 1A, 1B, 2, 10, 12A, 12B, 30A, 30B; Geology 2; Oceanography 2; Physics 2A, 3A, 3B, 3C, 10 Course from other college _____ Advanced placement _____</p> <p>B2 Life Forms _____ B2 Anatomy 1, 2, 5; Anthropology 2; Biology 10, 13, 21, 22, 25, 30, 31, 36; Physiology 1; Psychology 38 Course from other college _____ Advanced placement _____</p> <p>B3 Laboratory Activity _____ B3 Anatomy 2, 5; Anthropology 2L; Astronomy 10L; Biology 10, 13, 21, 22, 32; Chemistry 1A, 1B, 2, 10L, 12A, 12B, 30A, 30B; Geology 2L; Oceanography 2L; Physics 2A, 3A, 3B, 3C, 10; Physiology 2 Course from other college _____ Advanced placement _____</p> <p>B4 Mathematical Concepts, Quantitative Reasoning and Applications _____ B4 Mathematics 10, 13, 16, 17, 18, 20A, 20B, 20C, 31, 32, 40 Course from other college _____ Advanced placement _____</p>				
		C	<p>Arts Literature, Philosophy and World Language: 9 units Choose three units from C1; three units from C2; and three units from C1 or C2.</p> <p>C1 Art, Dance, Drama, Music, Photography _____ C1 Art History 1, 3, 4, 5, 6, 7, 8, 9; Art Photography 10, 11A, 14; Art Video 1; Ethnic Studies 5; Humanities 4; Music 1, 2, 3, 10A, 10B; Theatre Arts 1, 4, 5, 11, 53; Women's Studies 4 Course from other college _____ Advanced placement _____</p> <p>C2 Literature, Humanities, Philosophy, World Languages _____ C2 American Sign Language 1A, 1B, 2A, 2B; Arabic 1A, 1B; Art History 6; Chinese 1A, 1B; Communication Studies 5; English 1B, 5, 10, 11, 16, 17, 18, 22, 38, 40A, 40B, 43, 44, 45, 46, 47; Ethnic Studies 24, 25, 40; French 1A, 1B, 2A, 2B; Gentrain 1-3, 5-15, 21-23 (6-unit limit in combination with World Civilization); German 1A, 1B, 2A, 2B; History 6, 7, 8, 24, 25, 40, 47; Humanities 1, 4, 10, 30, 40; Italian 1A, 1B; Japanese 1A, 1B, 2A; Linguistics 10, 15, 25, 30; Philosophy 2, 4, 8, 12, 13, 40; Spanish 1A, 1B, 2A, 2B, 5, 35A, 35B; Women's Studies 1, 4, 11, 25, 40, 54; World Civilization 4A, 20 (6-unit limit in combination with Gentrain) Course from other college _____ Advanced placement _____</p>			
D			<p>Social, Political and Economic Institutions: 9 units Choose one course from Historical Setting; one course from Political Institutions; and one course from Social, Economic Institutions.</p> <p>Historical Setting _____ D Ethnic Studies 11; History 11, 12, 17, 18; Women's Studies 12 Course from other college _____ Advanced placement _____</p> <p>Political Institutions _____ D Ethnic Studies 16, 18; Political Science 1, 10, 16, 18; Women's Studies 10 Course from other college _____ Advanced placement _____</p> <p>Social, Economic Institutions _____ D Anthropology 2, 4, 6, 8, 15, 20, 21, 30; Biology 36; Early Childhood Education 1, 55, 56; Economics 1, 2, 4; Ethnic Studies 10, 20, 21, 22, 24, 25, 30, 40, 45; Gentrain 1-3, 5-15, 21-23 (6 unit limit in combination with World Civilization); Geography 2, 4, 5; History 2, 4, 5, 7, 8, 15, 20, 24, 25, 40, 47, 48; Linguistics 15, 25, 30, 45, 46; Political Science 2, 3, 4, 5; Psychology 1, 3, 6, 25, 35, 38, 40, 50; Sociology 1, 2, 3, 11, 12, 13, 14, 17, 40; Speech Communication 4, 10; Women's Studies 2, 6, 25, 30; World Civilization 4A, 20 (6-unit limit in combination with Gentrain) Course from other college _____ Advanced placement _____</p>			
			E	<p>Lifelong Understanding and Self-Development: 3 units</p> <p>Biology 31; Business 22; Early Childhood Education 1; Family and Consumer Science 56; Health 4, 7; Humanities 10; Nutrition and Food 1; Personal Development 50, 51; Philosophy 4; Physical Fitness 7, 51*; Psychology 1, 6, 25, 38, 40, 50; Sociology 1, 40; Women's Studies 6, 7 *Accepted only if 1 unit in PFIT 10A, 18A, 21A or 22A is also completed Course from other college _____ Advanced placement _____</p>		

Student Name _____ SID# _____ / _____ / _____

Counselor Signature _____ Date _____



Intersegmental General Education Transfer Curriculum (IGETC) 2014-2015

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a community college to a campus in either the California State University or the University of California system without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements.

The course requirements for all areas must be completed before IGETC can be certified. All courses must be completed with grades of C or better. (A grade of C- is not acceptable.)

N = Needed; IP = In Progress; C = Completed		N	IP	C	
1	AREA 1 – ENGLISH COMMUNICATION CSU – 3 courses required, one from each group below. UC – 2 courses required, one from Group A and one from Group B. Group A: English Composition • 1 course, 3 semester units English 1A Course from other college _____ Advanced placement _____ Group B: Critical Thinking – English Composition • 1 course, 3 semester units English 2 Course from other college _____ Advanced placement _____ Group C: Oral Communication (CSU requirement only) • 1 course, 3 semester units Speech Communication 1, 2 Course from other college _____ Advanced placement _____	1A			
		1B			
		1C			
2	AREA 2 – MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING • 1 course, 3 semester units Math 10, 13, 16, 17, 18, 20A, 20B, 20C, 31, 32, 40 Course from other college _____ Advanced placement _____	2			
3	AREA 3 – ARTS and HUMANITIES At least 3 courses, with at least one course from the Arts and one course from the Humanities • 3 courses, 9 semester units Art courses: Art History 1, 3, 4, 5, 6, 7, 8, 9; Art Photography 14; Ethnic Studies 5; Humanities 4; Music 1, 2, 3, 10A, 10B; Theatre Arts 1, 5, 53; Women's Studies 4 Course from other college _____ Advanced placement _____ Humanities courses: Art History 6; English 1B, 5, 10, 11, 17, 18, 22, 38, 40A, 40B, 43, 44, 45, 46, 47; Ethnic Studies 11, 24, 25; French 2A, 2B; Gentrain 21, 22, 23; German 2A, 2B; History 4, 5, 6, 7, 8, 11, 12, 15, 17, 18, 24, 25, 47, 48; Humanities 1, 4, 10, 30, 40; Japanese 2A; Linguistics 10, 15, 25, 30; Philosophy 2, 4, 8, 12, 13, 40; Spanish 2A, 2B; Theatre Arts 4; Women's Studies 1, 4, 11, 12, 25, 40; World Civilization 20 Course from other college _____ Advanced placement _____	3A Arts			
		3B Hum			
4	AREA 4 – SOCIAL and BEHAVIORAL SCIENCES At least 3 courses from at least 2 disciplines or an interdisciplinary sequence • 3 courses, 9 semester units Anthropology 2, 4, 6, 8, 15, 20, 21, 30; Early Childhood Education 1, 55; Economics 1, 2, 4; Ethnic Studies 10, 11, 16, 18, 20, 21, 24, 25, 30, 45; Geography 2, 4, 5; History 4, 5, 7, 8, 11, 12, 15, 17, 18, 20, 24, 25, 47, 48; Linguistics 15, 25, 30, 45, 46; Political Science 1, 2, 3, 4, 5, 10, 16, 18; Psychology 1, 3, 6, 25, 35, 38, 40; Sociology 1, 2, 3, 11, 12, 13, 14, 17, 40; Speech Communication 4, 10; Women's Studies 6, 10, 12, 25, 30 Course from other college _____ Advanced placement _____	4 Soc Sci			
5	AREA 5 – PHYSICAL and BIOLOGICAL SCIENCES At least 2 courses, one Physical Science course and one Biological Science course; at least one must include a laboratory (Area 5C courses) • 2 courses, 7 semester units Group A: Physical Science courses: Astronomy 10; Chemistry 1A, 1B, 2, 10, 12A, 12B; Geology 2; Oceanography 2; Physics 2A, 3A, 3B, 3C, 10 Course from other college _____ Advanced placement _____ Group B: Biological Science courses: Anatomy 5; Anthropology 2; Biology 10, 13, 21, 22, 30, 31, 36; Physiology 1; Psychology 38 Course from other college _____ Advanced placement _____ Group C: Science Laboratory courses: Anatomy 5; Anthropology 2L; Astronomy 10L; Biology 10, 13, 21, 22, 32; Chemistry 1A, 1B, 2, 10L, 12A, 12B; Geology 2L; Oceanography 2L; Physiology 2; Physics 2A, 3A, 3B, 3C, 10 Course from other college _____ Advanced placement _____	5A Phys Sci			
		5B Biol Sci			
		5C Sci Lab			
6	LANGUAGES OTHER THAN ENGLISH (UC requirement only) Proficiency equivalent to two years of high school study in same language Any World Language 1A, 1B, 2A, 2B course; American Sign Language 1A, 1B, 2A, 2B; Spanish 35A, 35B Completed at high school _____ Course from other college _____ Advanced placement _____	6 Lang			
	CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION and AMERICAN IDEALS (Not part of IGETC; may be completed prior to transfer) 6 units, one course from Group 1 and one course from Group 2 Group 1. Ethnic Studies 16, 18; Political Science 1, 10, 16, 18; Women's Studies 10 Group 2. Ethnic Studies 11; History 11, 12, 17, 18; Women's Studies 12 Note: Courses used to meet this requirement may not be used to satisfy requirements for IGETC. Completed _____				

IGETC COMPLETED: California State University Yes University of CA Yes
 California State University Graduation Requirement in U.S. History/Government Yes

Student Name _____ SID# _____ / _____ / _____

Counselor Signature _____ Date _____

Procedimientos para matricularse

Para obtener acceso a WebReg, Monterey Peninsula College exige que los alumnos utilicen un número de identificación. Si no sabe el número de identificación y le ha dado un número de seguro social a MPC, puede poner su número de seguro social y fecha de nacimiento, y el sistema le dará su número de identificación. Los alumnos también podrán ir a la Oficina de Admisión y Registro con una identificación con fotografía. El número de identificación; no se le comunicará por teléfono.

ALUMNOS NUEVOS

Todos los alumnos que se matriculen en MPC por primera vez, incluyendo los alumnos de cualquiera de los grados seis a doce:

COMIENZAN EL PROCESO DE MATRÍCULA CON #1.

ALUMNOS ANTIGUOS

Todos los alumnos que se hayan matriculado previamente en MPC, pero que no se hayan matriculado en el semestre anterior (se debe pagar toda deuda con MPC antes de matricularse):

COMIENZAN EL PROCESO DE MATRÍCULA CON #1

ALUMNOS QUE CONTINÚAN

Todos los alumnos que se hayan matriculado en MPC durante el semestre anterior, que NO hayan asistido como estudiantes de los grados seis a doce (se debe pagar toda deuda con MPC antes de matricularse):

COMIENZAN EL PROCESO DE MATRÍCULA CON #5

ALUMNOS CON MATRÍCULAS SIMULTÁNEAS:

A los alumnos de los grados seis a doce se les considera como alumnos nuevos y deben presentar una Solicitud de Admisión y Formulario de Matrícula Simultánea cada semestre o sesión. Los alumnos de los grados 6-8 deben obtener la aprobación adicional del Rector de la oficina de Servicio al Estudiante. No se darán aprobaciones una vez que comience el semestre o sesión.

COMIENZAN EL PROCESO DE MATRÍCULA CON #1

#1

Someta la Solicitud de Admisión por Internet en: www.mpc.edu

#2

Pida que se envíen a la Oficina de Admisión y Registro de MPC todos sus expedientes académicos de estudios superiores y de secundaria. Puede traer copias no oficiales para que se utilicen **ÚNICAMENTE** para efectos de evaluación, asesoramiento y verificación de requisitos previos. Los alumnos que disponen de un título de Asociado o superior que **NO** buscan recibir un título o certificado o asistencia económica no necesitan pedir sus expedientes académicos, a menos que sean exigidos como requisito previo para efectos de verificación, o los exija el programa en el cual ingresarán.

#3

Si reúne los requisitos para que lo eximan de los derechos de matrícula, antes de matricularse, llene el **Formulario de Exención de Derechos de Matrícula** y entréguelo únicamente en persona a la oficina de Servicios Financieros al Alumno, la cual se localiza en el edificio de servicios al alumno. Si reúne los requisitos para que lo eximan del pago de derechos de matrícula, se eximirá de pagar dichos derechos.

#4

Los estudiantes nuevos deben completar el programa STEP (paso). Véase la página 9 para más detalles. Si un estudiante se encuentra entre los grados 6-12, debe presentar el Formulario de Matrícula Concurrente en la Oficina de Matrícula para obtener acceso a WebReg. Los estudiantes entre los grados 6-8 deben contar con la aprobación del Rector de la oficina de Servicio al Estudiante. Llame al (831) 645-1377 para concertar una cita. No se aprobarán a los estudiantes entre los grados 6-8 una vez que empiece el semestre o sesión.

#5

Si se matricula en un curso para el cual se exige un requisito previo, cerciórese de llenar el **Formulario de Verificación de Requisitos Previos** si estudió el curso en otro centro de estudios superiores o en MPC antes de la sesión de otoño de 1995. Los formularios de verificación se pueden entregar en el Departamento de Orientación.

#6

Para matricularse por **WebReg**, llene la hoja de trabajo y siga las instrucciones. Si no se matriculó en el otoño de 2014 WebReg no será accesible sin antes entregar la **Solicitud de Admisión**.

POLÍTICA DE INSCRIPCIÓN ABIERTA

Toda aquella persona que haya sido admitida en el Instituto de Educación Superior, que cumpla con los requisitos previos del curso –siempre que haya vacantes disponibles– se podrá inscribir y participar en todos los cursos, partes de cursos o clases ofrecidos en MPC (salvo en caso de excepción establecida específicamente por la ley).

La política del distrito prohíbe la asistencia a los cursos en carácter de oyente. Los estudiantes se deben inscribir en cada curso; se podrán inscribir sólo en un curso en un período previsto.

PROGRAMA STEP (PASO)

Los alumnos nuevos tienen que cumplir con todos los siguientes pasos para matricularse.

1. Solicitud. Complete la solicitud por *Internet* en www.mpc.edu

1) Haga "click" en "Apply for Admission"

2) Siga las instrucciones en *CCCApply* para enviar su solicitud completa.

2. Ayuda financiera (OPCIONAL) . Se les recomienda a los alumnos que necesitan ayuda con la cancelación de pagos, que presenten o envíen por *Internet*, en el sitio www.mpc.edu , el formulario llamado *Board of Governors Fee Waiver Application* antes de matricularse. Vea la página 14 para más información sobre ayuda financiera.

3. Evaluación. Si el inglés es su idioma materno, debe tomar el examen de inglés. Si el inglés no es su idioma materno, debe tomar el examen de Inglés como Segundo idioma (ESLPT). Si usted no ha tomado un curso de matemáticas a nivel de educación superior, deberá tomar una prueba de nivel en matemáticas. Llame, por favor, al (831) 646-4027 para más información.

Vea la información de Assessment (evaluación) en la página 10; o en mpc.edu/student-services/assessment

4. Orientación. Escoja una de las siguientes opciones:

A) Matricularse en PERS 10

O

B) Revise, por favor, el siguiente sitio en el *Internet*:

www.mpc.edu/newstudents/Pages/OrientationSchedule.aspx
o llame al 646-4025

5. Asesoramiento/Consejería (Plan Educativo). Escoja una de las siguientes opciones:

A) Complete el Plan Educativo por *Internet* en: www.mpcfaculty.net/counseling/advisement

O

B) Complete el Plan Educativo con un consejero. Llame al (831) 646-4020 para concertar una cita.

6. Matrícula. Matricúlese en sus clases por medio de *WebReg* en www.mpc.edu

CONSTANCIA WebReg:

ALUMNOS QUE NO PAGAN SUS PROPIAS CUOTAS:

Los alumnos incluidos en este grupo son aquellos que hacen uso de la Rehabilitación Vocacional (capítulo 31), quienes pertenecen al Departamento de Asuntos Veteranos de California (VA Cal Vet, por sus siglas en inglés), quienes forman parte del Departamento de Rehabilitación Estatal, etc. Los alumnos son responsables por todas las cuotas a menos que la Oficina de Admisiones e Inscripciones haya recibido los formularios adecuados dentro de las dos primeras semanas del semestre.

ALUMNOS QUE HAN SIDO RECHAZADOS DEL MONTEREY PENINSULA COLLEGE:

Los alumnos deben solicitar una readmisión a través del Departamento de Asesoramiento. Verifique el estado de su solicitud en WebReg con 48 horas de posterioridad al envío de la solicitud a la Oficina de Admisiones e Inscripciones.

INSCRIPCIÓN EN MÁS DE 18.0 UNIDADES:

Los alumnos deben obtener la aprobación de un consejero por las unidades excedentes.

ASISTENCIA MILITAR ESTADOUNIDENSE PARA EL PAGO DE MATRÍCULAS:

Una vez que el formulario de Asistencia para el Pago de Matrículas se haya enviado a la Oficina de Admisiones e Inscripciones, se permitirá la inscripción.

DEPENDIENTES DE MILITARES ESTADOUNIDENSES QUE HACEN USO DE LA EXENCIÓN DEL PAGO DE LA CUOTA PARA NO RESIDENTES:

La Declaración de Residencia de Dependiente de Militar Estadounidense requiere de firmas cada semestre/sesión de inscripción. Las cuotas de inscripción quedan bajo la responsabilidad del alumno a menos que el formulario se haya enviado a la Oficina de Admisiones e Inscripciones dentro de las primeras dos semanas del semestre.

ALUMNOS EXTRANJEROS:

Alumnos con visas F-1 o M-1 y aquellos que no posean visas de residente permanente: Aprobación de la Oficina de Programas para alumnos Internacionales.

ALUMNOS ENTRE 6°-12° GRADOS:

Los alumnos que estén en un grado o edad entre 6-12 deben completar una Solicitud de Admisión y un Formulario de inscripción concurrente. La inscripción se permite una vez que ambos formularios se hayan completado y se envíen a la Oficina de Admisiones e Inscripciones. Los alumnos que se encuentren entre los grados 6-8 deben tener la aprobación adicional del Decano de Servicios Estudiantiles. Para concertar una entrevista llame al (831) 645-1377 Ninguna aprobación no se garantizará una vez que el semestre haya comenzado.

AVISO IMPORTANTE EN RELACIÓN A LOS MONTOS DE LA CUOTA:

El Monterey Peninsula College se esfuerza por mantener los costos estudiantiles al mínimo. Las cuotas que se encuentren en la lista publicada no deben aumentar si la Legislatura Estatal lo considera inadecuado. Por lo tanto, el MPC se reserva el derecho, sin previa notificación, de aumentar o modificar las cuotas que se encuentran en la lista, incluso luego de que los pagos de las cuotas iniciales ya se hayan realizado. Todas las cuotas de la lista del MPC están sujetas a las modificaciones que puede imponer la Legislatura Estatal.

Los alumnos no residentes deberán pagar \$193.00 por unidad, además de la Cuota de Inscripción que se muestra más arriba. Para obtener más información acerca de la manera de ser residente por estudio en California, diríjase a la oficina de Admisiones e Inscripciones o visite la página web.

Cuotas	Monto*	Solicita
Cuota de inscripción**	\$46 por unidad	Crédito de alumnos, excluidos alumnos en grados entre 6-12
Matrícula para no residentes	\$193 por unidad	No residentes incluidos los alumnos extranjeros
Centro de Estudiantes Cuota de uso	\$10	Todos los alumnos que tomen cursos en el campus principal
Cuota del cuerpo estudiantil***	\$5	Todos los alumnos que la desean comprar
Cuota de servicio de salud	\$19	Todos los alumnos
Cargos por materiales	Ver el cronograma de la clase	Ver el cronograma de la clase
Permiso de estacionamiento Cuota	TBA: Visite el área de admisiones de www.mpc para obtener más información	Todos los alumnos que estacionan vehículos en la sede principal
Donaciones para el Centro de Desarrollo Infantil	\$3.00 (Esta cuota voluntaria apoya al Centro de Desarrollo Infantil)	Todo aquel que desee donar
Cuota de Representación estudiantil****	\$1	Todos los alumnos

**La fecha límite de reintegro de la cuota de inscripción por los cursos a distancia y por los cursos ofrecidos con horarios "convenidos" que duren menos de un semestre es el segundo día posterior a la publicación oficial de inicio del curso, y no necesariamente, el segundo día posterior a la clase inicial.

***Visite la oficina de ASMP en el Centro de Estudiantes para obtener su identificación del Cuerpo Estudiantil y un folleto con la lista de descuentos, servicios, actividades y otros beneficios disponibles para los asociados. Antes de matricularse, si elige no apoyar los programas del cuerpo estudiantil y renuncia a sus beneficios, envíe el formulario de Renuncia al Cuerpo Estudiantil que se encuentra en la página web bajo Admisiones e Inscripciones o diríjase a su oficina ubicada en el edificio de Servicios Estudiantiles.

****Los alumnos pueden rehusarse a pagar la Cuota de Representación Estudiantil de \$1.00 por motivos religiosos, políticos, financieros o morales. Dicha cuota se utilizará para representar las opiniones de los alumnos ante los cuerpos gubernamentales. Las ganancias se pueden utilizar para los viajes a congresos patrocinados por las organizaciones estudiantiles donde se debatirán los asuntos legislativos, para comprar los equipos de computadoras necesarios para llevar a cabo las investigaciones legislativas, para la suscripción a publicaciones legislativas y/o para todo gasto que sea razonablemente necesario en la implementación de las actividades de representación estudiantil.

Los alumnos que no deseen pagar la Cuota de Representación Estudiantil de \$1.00, antes de realizar la inscripción, pueden completar un Formulario de Renuncia al Cuerpo Estudiantil que se encuentra disponible en la página web bajo Admisiones e Inscripciones o diríjase a su oficina ubicada en el edificio de Servicios Estudiantiles.

RESPONSABILIDAD POR BAJAS

Es la responsabilidad del alumno darle de baja a un curso y pagar todas las cuotas por todas las clases. Si las cuotas permanecen impagas, el alumno no podrá inscribirse en el semestre subsiguiente si no se procede a la cancelación de la deuda. En caso de que existiese una deuda, los servicios que presta la Oficina de Admisiones e Inscripciones no estarán disponibles.

Si un alumno deja un curso o se le da de baja posteriormente a la fecha límite de reintegro, es responsable por todas las cuotas adeudadas, ya sea que el alumno haya asistido a las clases o no.

REINTEGROS

Es la responsabilidad del alumno dejar los cursos dentro de la fecha límite correspondiente.

Únicamente las Cuotas de Inscripción se reintegrarán automáticamente. Para el resto de las cuotas, se deberá completar y enviar un formulario de Solicitud de Reintegro a la Oficina de Admisiones e Inscripciones, de lo contrario, no se realizarán dichos reintegros.

Toda cuota/matrícula cobrada por una clase cancelada por MPC o cobrada por error se reintegrará tras la realización de una solicitud. Se retendrá un importe de \$10.00 por la tramitación del reintegro de Cuota de Inscripción para los cursos dados de baja que no hayan sido cancelados por MPC. Las solicitudes de reintegros deben realizarse ÚNICAMENTE a través de la Oficina de Admisiones e Inscripciones. Los reintegros serán tramitados por los Servicios Fiscales aproximadamente entre 4-6 semanas posteriores a su aprobación y luego del final del período de Inscripciones fuera de plazo.

INFORMACIÓN DE ASISTENCIA ECONÓMICA

¿QUÉ ES LA ASISTENCIA ECONÓMICA?

La asistencia económica es el dinero que usted recibe de programas nacionales, estatales o locales que lo ayudan a pagar los gastos que implican la educación universitaria (libros, cuota de inscripción, alimentos, renta y transporte). La asistencia económica constituye una ayuda para los alumnos que de otro modo, no tendrían acceso a la educación universitaria. LA RESPONSABILIDAD PRIMORDIAL DE PAGAR LOS GASTOS POR LA EDUCACIÓN UNIVERSITARIA RECAEN EN USTED Y SU FAMILIA. La asistencia económica contribuye a reducir la brecha entre lo que usted y su familia pueden pagar y los costos de su educación. Los Servicios Económicos Estudiantiles brindan diversos tipos de asistencia económica tales como subvenciones, becas y préstamos por trabajo y estudio y préstamos directos.

¿QUIÉNES SON ELEGIBLES?

Los bajos recursos no constituyen una condición necesaria para ser elegible y acceder a la asistencia económica, pero sí se debe comprobar que exista una necesidad económica. Su necesidad económica está determinada por la diferencia

entre el costo de asistir a la universidad y la contribución que su familia puede hacer. Si está interesado en solicitar asistencia económica, ¡SOLICÍTELA AHORA!

¿CÓMO REALIZO LA SOLICITUD?

Para que se le considere como candidato para recibir asistencia económica deberá completar la Solicitud de Asistencia Económica Federal (FAFSA, por sus siglas en inglés) lo antes posible en www.fafsa.gov, o completar la Solicitud Dream Act en www.csac.ca.gov/dream_act.asp. Los Servicios Económicos Estudiantiles le notificarán el tipo de documentación que necesitará para completar su formulario de asistencia económica.

¿CUÁLES SON LOS REQUISITOS GENERALES DE ELEGIBILIDAD?

Para ser elegible a los programas de asistencia económica nacionales, estatales o institucionales, los alumnos deben cumplir con los siguientes requisitos:

Debe ser aceptado para ser admitido e inscrito en un programa académico elegible.

Debe tener un diploma de escuela secundaria o un equivalente al Examen de Desarrollo de Educación General (GED, por sus siglas en inglés), o haber tomado el

Examen de Competencias de la Escuela Secundaria de California (CHSPE, por sus siglas en inglés).

Debe demostrar Progreso Académico Satisfactorio (SAP, por sus siglas en inglés) independientemente de haber recibido o no asistencia económica.

Debe ser un ciudadano estadounidense o un extranjero elegible con un número de seguridad social válido.

Debe cumplir con los requisitos del Servicio Selectivo de Inscripción.

Debe tener concluido todo asunto relacionado con condenas por estupefacientes.

No debe estar inhibido en ningún Programa Federal de Préstamos o en el pago de Programas Federales de Subvenciones.

Debe demostrar necesidad económica.

¿QUÉ ES EL PROGRESO ACADÉMICO SATISFACTORIO DE ASISTENCIA ECONÓMICA?

Con el fin de demostrar progreso académico satisfactorio de asistencia económica durante un semestre en particular, deberá: 1) Obtener un promedio semestral de al menos 2.0 (promedio "C") de puntos de calificaciones acumulativas. 2) Completar el 75 % de unidades obtenidas, semestrales y acumulativas. 3) Completar los estudios dentro del 150 % del tiempo máximo estipulado (90 unidades obtenidas).

¿CUÁLES SON MIS RESPONSABILIDADES COMO ALUMNO QUE RECIBE ASISTENCIA ECONÓMICA?

Como alumno que recibe asistencia económica, deberá:

(1) Obtener una cuenta de correo electrónico de MPC.

(2) Notificar a los Servicios Económicos Estudiantiles de toda modificación de su domicilio, nombre, estado civil, número de seguro social o ingresos.

(3) Responder inmediatamente toda correspondencia que reciba de la Oficina de Servicios Económicos Estudiantiles o de los Programas de Asistencia Federales o Estatales.

(4) Mantener un progreso académico satisfactorio.

(5) Dejar los cursos antes de la fecha del censo semestral.

*Nótese que es la responsabilidad del alumno pagar toda cuota adeudada al MPC.

¿CUÁNDO ME INFORMARÁN SI SOY ELEGIBLE PARA OBTENER ASISTENCIA ECONÓMICA?

Una vez que haya completado el proceso de solicitud de asistencia económica, se determinará su elegibilidad para obtenerla. El Servicio Económico Estudiantil le enviará un correo electrónico con una carta de otorgamiento de asistencia económica. La carta de otorgamiento le informará la cantidad que recibirá, el tipo de asistencia económica que se le otorgará y la fecha en que se le emitirán los cheques. Si usted no es elegible para recibir asistencia económica,

los Servicios de Asistencia Estudiantil también se lo notificarán por medio de una carta.

¿CUÁL ES LA FECHA LÍMITE PARA SOLICITAR ASISTENCIA ECONÓMICA?

Lo que debe hacer para obtener asistencia económica:

Obtener una cuenta de correo electrónico de MPC.

Inscribirse a sus clases y completar los formularios antes del 21 de enero de 2015. Completar la solicitud FAFSA 2014-2015 lo antes posible en www.fafsa.gov, o completar la Solicitud Dream Act en www.csac.ca.gov/dream_act.asp.

Toda documentación adicional se aceptará hasta el 21 de enero de 2015.

¿QUÉ ES LA EXENCIÓN DE PAGO?

Exención de pago de la Junta de Gobernadores (BOG, por sus siglas en inglés):

Este programa de exención de pago financiado por el gobierno de California asiste a los alumnos que se encuentran dentro de la categoría de residentes y que cuentan con la Cuota de Inscripción obligatoria.

Método A de exención de pago BOG:

Asiste a los alumnos que reciben asistencia pública o que son dependientes de padres que reciben asistencia pública.

Método B de exención de pago BOG:

Asiste a los alumnos de acuerdo con las Normativas de Ingresos de California.

Método C de exención de pago BOG:

Asiste a los alumnos que han completado el FAFSA y que necesitan \$1,104. Esto se determina mediante los Servicios de Asistencia Estudiantil.

¿CÓMO SOLICITO UN PRÉSTAMO ESTUDIANTIL?

Para solicitar préstamos estudiantiles, necesitará seguir los pasos enumerados en la página web bajo "Préstamos Federales Estudiantiles Directos".

Si necesita asesoramiento póngase en contacto con los Servicios de Asistencia Estudiantil al (831)

646-4030, envíe un correo electrónico a financialaid@mpc.edu, o visite nuestra página web en www.mpc.edu/financialaid

Los Servicios de Asistencia Estudiantil se encuentran en el edificio de Servicios Estudiantiles.

Para saber el horario de la Oficina de Asistencia económica diríjase a: www.mpc.edu/financialaid

REQUISITOS DE RESIDENCIA

RESIDENTES DE CALIFORNIA:

La información que se encuentra más abajo se aplica a los ciudadanos estadounidenses y a los alumnos con visa de residencia permanente. Se le puede solicitar la entrega de documentación para la verificación de residencia en California.

La clasificación de alumnos con residencia con fines educativos se le otorga a alumnos de 19 años o mayores que hayan vivido en California por al menos un año y un día previos al comienzo del semestre/sesión, y que han "manifestado la intención" de residir en California un año y un día previos al comienzo del semestre/sesión. "Manifestar la intención" significa contar con la documentación pertinente que demuestre la intención de residir en California como lugar de residencia legal. Normalmente, esto se lleva a cabo al completar los formularios de declaración de impuestos estatales como residente, al declararse residente y al NO poseer documentos que se contradigan con la residencia en California.

Si un alumno tiene menos de 19 años y si los padres o su tutor legal cumplen con los requisitos enumerados anteriormente, el alumno podrá calificar como un residente de California.

Luego de completar la Declaración de Residencia de Dependiente de Militar Estadounidense, los dependientes del personal militar estadounidense en servicio activo (con excepción los de la Guardia Nacional) que tienen designación en California, quedarán exentos de la matrícula de no residentes por la duración del servicio activo de la persona designada en California. El formulario debe completarse cada semestre/sesión de inscripción y se encuentra en nuestra página web.

Los alumnos que asistieron a la escuela secundaria en California por un mínimo de tres años y que se graduaron en una escuela secundaria de California (GED, Competencias CA) quedarán exentos del pago de la matrícula de no residentes luego de completar el formulario (AB 540) de Solicitud de Exención de Matrícula de No Residente. Dicho formulario se encuentra en nuestra página web.

NO RESIDENTES:

Los alumnos que no cumplan con los requisitos de residencia de California, incluidos los alumnos extranjeros y los que poseen visas que les impidan establecer residencia en California se clasificarán como "no residentes" y quedarán sujetos a la matrícula de no residentes.

NOTA: El estatus de no residentes no se modifica automáticamente.

Los alumnos previamente clasificados como no residentes deben completar un formulario de "Solicitud para ser Clasificado como Residente de California" para pedir una modificación de cambio de estado a Residente de California. El formulario, que se encuentra en nuestra página web, conjuntamente con la documentación debe enviarse a la Oficina de Admisiones e Inscripciones antes de inscribirse.

INFORMACIÓN GENERAL

Para acceder a WebReg, el Monterey Peninsula College le solicita a los alumnos que utilicen su número de identificación de alumno.

SOLICITUD DE ADMISIÓN

Para solicitar la admisión visite www.mpc.edu y haga clic en "Solicitar".

ASISTENCIA

Es la responsabilidad del alumno darle de baja oficialmente a una clase a través de WebReg cuando sea incapaz de ser un participante activo.

Todo alumno que deje de asistir a un curso sin haberle dado de baja oficialmente recibirá una calificación insatisfactoria.

Los instructores pueden darle de baja a los alumnos que no asistan a la primera clase. Si

el alumno desea permanecer en la clase es su responsabilidad informarle al instructor de su ausencia a la primera clase. De otro modo, es la responsabilidad del alumno darse de baja de acuerdo con los plazos finales. Si el alumno espera que el instructor le dé de baja, será igualmente responsable por las cuotas y las calificaciones.

INFORMACIÓN DE INSCRIPCIÓN

El acceso a WebReg está disponible las 24 horas del día.

Si presenta algún inconveniente, puede llamar a Admisiones e Inscripciones al (831) 646-4002/4007 para obtener ayuda de lunes a jueves de 9:00 a.m. a 4:00 p.m. y los viernes de 9:00 a.m. a 12:00 p.m.

En caso de modificaciones importantes de su domicilio, número de teléfono, dirección de correo electrónico actualice su información en WebReg.

COMPROBANTES DE INSCRIPCIÓN

Es la responsabilidad del alumno imprimir una copia de su Comprobante de Inscripción en el que consta en qué clase se le ha dado de baja o en las que se le ha agregado, y además, las cuotas pagadas, adeudadas y/o renunciadas hechas desde el portal de alumnos (WebReg).

SEGURIDAD EN EL CAMPUS

En caso de emergencia llame al 911.

La Oficina de Seguridad en el Campus se encuentra en el Centro de Estudiantes, Oficina SC116 y se le puede contactar al (831) 646-4099. Horario de la oficina:

De lunes a viernes de 6:00 a.m. hasta la medianoche.

De sábados a domingos de 7:30 a.m. a 6:00 p.m. En otros horarios en casos que no sean de emergencia (y se necesite un oficial):

En el campus de Monterey, el Departamento de Policía de Monterey se puede contactar al (831) 646-3914.

En el campus de Marina, el Departamento de Policía de Marina se puede contactar al (831) 384-7575.

En el campus Seaside, el Departamento de Policía Seaside se puede contactar al (831) 394-6811.

De acuerdo con la Divulgación Jeanne Cleary de Políticas de Seguridad en Campus y la Ley de Estadísticas de Delitos en Campus (Jeanne Cleary Disclosure of Campus Security Policy y Campus Crime Statistics Act), el MPC informa estos datos a la página web de la Oficina de Estadísticas de Seguridad en Campus de Educación Postsecundaria en cooperación con el Departamento de Educación de los Estados Unidos. Esta información se encuentra en <http://www.opec.ed.gov/security>

La información proporcionada por el Estado de California de conformidad con la Ley Megan se encuentra en <http://www.meganslaw.ca.gov>

OPCIÓN DE CALIFICACIÓN APROBADA O DESAPROBADA

Los cursos que se tomen para LG-P/NP (letra de aprobado o desaprobado, por sus siglas en inglés) se indican en la página web del MPC y en el catálogo de descripción de cursos. Si P/NP es una opción y el alumno desea tomar el curso para P/NP, el alumno debe solicitar esa opción de calificación en WebReg al final de la cuarta semana para los cursos que tengan un semestre de duración o dentro del 25 % de los cursos que duren menos de un semestre.

CALIFICACIONES

Las calificaciones de los alumnos no se enviarán por correo electrónico. Las calificaciones estarán disponibles en WebReg una vez que los profesores las ingresen. Únicamente se pueden usar los siguientes símbolos:

Contados en GPA:

Calificación	Definición	Puntos de calificación
A	Excelente	4.0
B	Bueno	3.0
C	Satisfactorio	2.0
D	Aprobado - satisfact. menos	1.0
F	Desaprobado	0.0

No contados en GPA:

Calificación	Definición
I	Incompleto
MW	Retiro Militar
W	Retiro
P	Aprobado - satisfactorio ("C" o mejor)
NP	No Aprobado - no satisfactorio ("D" o "F")

ESTACIONAMIENTO

Con excepción de las visitas a corto plazo y los espacios de carga y descarga, todo el estacionamiento en el campus se utilizará con autorización a menos que se especifique lo contrario. Los espacios de estacionamiento marcados en amarillo están destinados para el personal únicamente durante este período. Las máquinas amarillas expendedoras de permisos para estacionamiento diario se encuentran ubicadas en cada uno de los lotes. Los permisos de la máquina de estacionamiento deben estar visibles del lado del conductor sobre el tablero del auto mientras esté estacionado.

PERMISOS DE ESTACIONAMIENTO

Los permisos se pueden comprar a través de WebReg haciendo clic en tarifas adicionales.

Los permisos de estacionamiento se le enviarán a los alumnos por correo electrónico a partir del otoño de 2014. Asegúrese de que su domicilio se encuentra registrado en WebReg. Los permisos de estacionamiento se enviarán por correo electrónico una semana antes de que comience el semestre. Los pagos deben efectuarse antes de que los permisos se envíen. ¡Así que ordénelos y pague por adelantado!

Los permisos de estacionamiento obtenidos en la Universidad del Estado de California, Monterey Bay (CSUMB, por sus siglas en inglés) se aceptan en el MPC. Los permisos de estacionamiento del MPC no se aceptan en CSUMB.

NORMATIVAS, REQUISITOS Y EXCEPCIONES

Las solicitudes de excepciones a las normativas de admisiones, académicas y curriculares deben presentarse a través de peticiones al Consejo Académico. Las excepciones se efectúan únicamente por circunstancias extraordinarias. El Consejo Académico se reúne los segundos y cuartos martes de cada mes. El formulario de petición se encuentra disponible en la página web de la Oficina de Admisiones e Inscripciones.

MODIFICACIONES DEL HORARIO

Adición de clases

La adición de clases se debe llevar a cabo a través de WebReg tal como se indica en nuestra página web y en el Horario de Clases.

Los alumnos que comiencen una clase durante o con posterioridad a la fecha del censo de una clase (tercer lunes luego del comienzo de las clases o 20 % de los cursos cortos) no tendrán permitido inscribirse. Al comenzar el primer día de clases, se necesita un código numérico adicional para inscribirse en un curso de un semestre completo de duración. Las clases de corto plazo se pueden agregar hasta el día previo al comienzo del curso, sin la autorización del instructor, si el curso está abierto. Una vez que el curso haya comenzado, los alumnos deben utilizar un código adicional.

Códigos adicionales

Luego de la finalización de la fecha de inscripción regular, los alumnos deben asistir al aula y solicitar una autorización del instructor para agregarse a la clase. Si el instructor lo admite, le proporcionará un código adicional de 4 dígitos que le permitirá al alumno agregarse al curso a través de WebReg.

Luego de la inscripción fuera de plazo, los alumnos que han asistido a la clase desde el comienzo del curso deberán solicitar la adición de cursos luego del período de inscripciones fuera de plazo que se publica oficialmente. Las peticiones se encuentran disponibles en la página web de la Oficina de Admisiones e Inscripciones y deberán ser devueltas en persona en dicha oficina.

BAJA DE LAS CLASES

Repetición de cursos y modificaciones de retiro

El Monterey Peninsula College ha implementado nuevas limitaciones con respecto a la repetición de los cursos y al retiro en cursos individuales. Dichas modificaciones son impuestas por las normativas de la Junta de Gobernadores en el título 5. Los alumnos que repitan un curso del cual hayan recibido una calificación insuficiente D, F, NC, NP, y/o un símbolo no evaluativo como W (retiro) estarán limitados a un total de tres inscripciones.

Se aconseja que los alumnos elijan sus cursos cuidadosamente cada semestre para asegurarse de que los completen satisfactoriamente. Esta nueva normativa tiene carácter retroactivo al otoño de 1995, por lo tanto, algunos alumnos pueden encontrar que ya han agotado el límite de repetición y retiro de tres inscripciones.

Los alumnos deben hacer clic en "Ver Calificaciones" para revisar su transcripción extraoficial actual para determinar si se ven afectados por las nuevas políticas. En la sección de "Registros" del Portal de Estudiantes, puede hacer clic en "Cursos no Repetibles" para ver los cursos en los que ya se ha agotado la inscripción.

Si necesita más información visite la Oficina de Admisiones e Inscripciones. También puede hablar con un consejero si así lo desea.

Es la responsabilidad del alumno darse de baja en los cursos.

Nunca asuma que su instructor le dará de baja automáticamente de un curso si no asiste a las clases. Es la responsabilidad del alumno conocer la política de asistencia de cada curso en el que se inscribió.

Los alumnos pueden utilizar WebReg para darse de baja en los cursos de acuerdo con la fecha límite correspondiente. En caso de necesitar ayuda, visite la Oficina de Admisiones e Inscripciones.

Si un curso es dado de baja de acuerdo con la fecha límite correspondiente y el alumno es elegible para un reintegro, deberá completar el Formulario de Solicitud de Reintegro y enviarlo a la Oficina de Admisiones e Inscripciones al final

del semestre. Los reintegros por los cursos no cancelados pueden tener un cargo de \$10.00 por tramitación.

ÚLTIMA FECHA DE RETIRO

Los alumnos que se hayan retirado de un curso durante el primer 20 % de un curso recibirán un "Informe de Calificaciones Inexistentes". Note la modificación, los alumnos deben darse de baja en los cursos de un semestre de duración el sábado previo a la tercera semana del semestre. Los alumnos que se hayan dado de baja en cursos dentro del 20 %-75 % del tiempo de duración de la clase, recibirán una calificación "W" (retiro).

Todo alumno que deje de asistir a un curso sin haberse dado de baja oficialmente recibirá una calificación insatisfactoria. Verifique la página web para fechas importantes y fechas límite.

LIBROS DE TEXTO

Los libros de texto son esenciales y a pesar de que existe variación de precios, la mayoría de los libros de texto cuestan aproximadamente \$75.00 cada uno. Los libros de texto de contabilidad, cálculo, enfermería y de redacción pueden costar \$100.00 o más. Los libros se compran en la librería del MPC o en la página web en www.mpc.bkstr.com

La librería ha desarrollado un programa de alquiler de libros. Entérese de más detalles en la librería.

NOTIFICACIÓN DE NO DISCRIMINACIÓN

Monterey Peninsula College no discrimina en razón de grupo étnico, raza, color, nacionalidad, religión, sexo (incluido el acoso sexual), orientación sexual, discapacidad (o limitación física) o edad en ninguna de sus políticas, procedimientos o prácticas de acuerdo con lo estipulado en el Título VI de la Ley de Derechos Civiles de 1964 que hace referencia a raza, color, y nacionalidad; el Título IX de las Enmiendas Educativas de 1972, sección 504 de la Ley de Rehabilitación de 1973 y la Ley Estadounidense de Discapacidades que hace referencia a las limitaciones, y a la Ley de Discriminación por Edad de 1975 que hace referencia a la edad. Las limitaciones en la habilidad para hablar inglés no será un impedimento para la admisión y participación en programas educativos vocacionales.

Las personas que necesiten información y/o resolución de supuestos actos de discriminación y/o de acoso sexual deben ponerse en contacto con Susan Kitagawa, la Decana Asociada de Recursos Humanos que se desempeña como Oficial de Acoso Sexual al (831) 646-4014. La Oficina de Recursos Humanos se encuentra en el edificio de la Administración.

ASISTENCIA PARA ALUMNOS VETERANOS

(Todo alumno que anticipa el uso de los Beneficios Educativos de Asuntos Veteranos mientras asisten al Monterey Peninsula College).

Los alumnos que soliciten certificación por primera vez en el MPC deberán concertar una entrevista con un consejero para completar un Plan Educativo Estudiantil. Los alumnos deben concertar una entrevista con el Representante de Veteranos para enviar toda la documentación necesaria y para recibir información acerca del proceso de certificación en el MPC.

Los alumnos que soliciten una certificación por una segunda vez en el MPC deberán contar con todas las transcripciones de otras universidades y las transcripciones militares oficiales evaluadas en el MPC antes de la finalización del primer semestre. Los alumnos deberán solicitarle a un consejero que complete un Plan Educativo estudiantil para el segundo semestre que documente las unidades completas y los cursos a completar para lograr el objetivo educativo. Los alumnos no obtendrán una segunda certificación sin dicho plan. Nótese que debido a la necesidad de precisión, los consejeros solo completarán los Planes Educativos Estudiantiles durante las entrevistas concertadas y no fuera del horario estipulado.

Durante la primera semana de cada semestre/sesión, los alumnos que hagan uso de la Asistencia a Veteranos serán atendidos únicamente por orden de llegada. Luego de la primera semana, los alumnos que hagan uso de la Asistencia a Veteranos serán atendidos en entrevistas concertadas. Las entrevistas se pueden solicitar en el departamento de asesoramiento o por teléfono al (831) 646-4020/4021.

Visite la página web de Asistencia a Veteranos del MPC en www.mpc.edu/student-services/veterans-assistance

INFORMACIÓN DE MATRICULACIÓN

PLAN DE MATRICULACIÓN DEL ESTADO DE CALIFORNIA

El Monterey Peninsula College participa en el Plan de Matriculación del Estado de California que le ofrece a la universidad y al alumno que busca transferirse u obtener un título o certificado, entrar en un acuerdo para cumplir con los objetivos educativos.

Hay seis pasos importantes (Programa STEP, por sus siglas en inglés) que se deben dar para comenzar los estudios en Monterey Peninsula College. Cumplir estos pasos acelera el proceso de inscripción e incrementa la posibilidad de éxito educativo.

La universidad incentiva a los alumnos nuevos (en carreras y programas de extensión) a participar en el programa STEP, sin embargo, algunos están exentos de dar varios pasos en el programa (ver más abajo).

Los alumnos con discapacidades que necesiten alojamiento especial en cualquier parte del Programa STEP deben ponerse en contacto con Centro de Recursos de Acceso para efectuar las adaptaciones adecuadas al (831) 646-4070. Usuarios del sistema TDD deberán comunicarse al (831) 646-4068.

Un alumno puede promover una demanda si siente que la evaluación, las sesiones de planificación, asesoramiento u otro procedimiento de la tramitación de la matrícula se lleva a cabo de manera discriminatoria. Para obtener información adicional respecto del procedimiento de la demanda, póngase en contacto con el Coordinador de Matriculación al (831) 645-1356.

POLÍTICA DE EXENCIÓN DE MATRICULACIÓN

Los alumnos que pueden quedar exentos de evaluación, orientación o asesoramiento/ consejo son aquellos que asistieron a otra universidad, o cumplen con algunos de los criterios de exención enumerados en el catálogo de la universidad. Sin embargo, los alumnos pueden no quedar exentos de la admisión y los componentes del seguimiento. Aquellos alumnos que no cumplan con el criterio de exención de aprobación de matriculación, pero que desean obtener la exención de todos o una

parte de los componentes de matriculación, pueden hacerlo completando el formulario de renuncia que se encuentra en el Departamento de Asesoramiento.

En estas páginas se le ofrece información sobre lo que necesitará para asistir a clases en Monterey Peninsula College. Por favor no dude en llamar a nuestra Oficina de Matrícula y Registro al (831) 646-4002 para obtener información adicional.

Continuing Education

Classes for Everyone!

**Certified Nursing Assistant
Home Health Aide
Pharmacy Technician
And more ...**



**New classes begin every month.
REGISTER ONLINE
www.mpc.edu/continuinged**

EDUCATION CENTER AT MARINA MONTEREY PENINSULA COLLEGE

289 12th Street, Room MA102
(Corner of Imjin Parkway & 3rd Street)

Registration Kick-off Event

Wednesday, December 3, 2014 • 10:00am - 6:00pm

Join us and learn more about:

- How to apply and register for Spring 2015 classes
- Financial Aid and other Student Service programs



- Speak with a counselor about majors, careers and support!
- For more information please contact the Education Center Office at (831) 646-4850 or visit the website at www.mpc.edu/marina

PUBLIC SAFETY TRAINING CENTER MONTEREY PENINSULA COLLEGE

MPC Public Safety Training Center

Check us out at

**MPC.edu
Public Safety Training Center**



The following sections are offered at the MPC Public Safety Training Center (PSTC)
2642 Colonel Durham Street
Seaside, CA 93955

For more information, please contact the
Public Safety Training Center Office
Telephone: (831) 646-4240 or
dbrown@mpc.edu

- FPTC 1 • Principles of Emergency Service
- FPTC 2 • Fire Behavior and Combustion
- FPTC 4 • Building Construction for Fire Prevention
- FPTC 105 • Firefighter I Academy - Basic Firefighting
- EMMS 170 • Emergency Medical Technical

Directory of Student Services

Academic Council Petitions
(831) 645-1377

Access Resource
(Formerly: Supportive Services Instruction)
(831) 646-4070

Admissions & Records
(831) 646-4002/4007

Articulation
(831) 646-4263

Assessment and Testing
(831) 646-4027

Associated Students of MPC Office
(831) 646-4013

Athletics
(831) 646-4220

Bookstore
(831) 657-4680

CalWorks
(831) 645-1399

CARE
(831) 646-4248

Career/Transfer Resource Center
(831) 645-1336

Certificate Requirements
(831) 646-4020

Child Development Center
(831) 646-4066

Clubs, Student
(831) 646-4192

Counseling Office
(831) 646-4020

Dean, Student Services
(831) 645-1377

EOPS Office
(831) 646-4247

Financial Aid (Student Financial Services)
(831) 646-4031

Graduation Requirements
(831) 646-4020

Health Services
(831) 646-4017

Sandy Nee
Student Services Building

Terria Odom-Wolfer
Student Services Building

Admissions & Records
Student Services Building

He Seon Ihn
Student Services Building

Stacey Jones
Student Services Building

Julie Osborne
Student Center

Lyndon Schutzler
Physical Education Building

Marija Albana
Student Center

Eileen Crutchfield
Student Services Building

Christine Vincent
Student Services Building

Sudesh Nand
Student Services Building

Counselors
Student Services Building

Cathy Nyznyk
Child Development Center

Julie Osborne
Student Center

LaRon Johnson
Student Services Building

Larry Walker
Student Services Building

Eric Ogata
Student Services Building

Francisco Tostado
Student Services Building

Counselors
Student Services Building

Lara Shipley
Student Services Building

Housing Information
(831) 646-4192

International Students
(831) 645-1380

Math/Science Upward Bound
(831) 645-1306

Student Success and Support Program
(831) 645-1362

Parking Permits Purchase
(831) 646-4002/4007

Policies and Regulations, Student
(831) 646-4190

Probation and Disqualification
(831) 645-1372

Registration
(831) 646-4002/4007

Residency
(831) 646-4002/4007

Scholarships
(831) 646-4030

Security
(831) 646-4099/(831) 646-4292

Student Accounts
(831) 646-4046

Student Activities
(831) 646-4192

Student Center
(831) 646-4190

Student Discipline
(831) 646-4190

Student Employment
(831) 646-4195

Student Support Services (TRiO/SSS)
(831) 646-4246

Transcripts **Online via WebReg or**
(831) 646-4002/4007

Upward Bound
(831) 646-4089

Veterans Assistance
(831) 646-4025/(831) 646-4020

Julie Osborne
Student Center

Maryam Abusaidi
International Center

Chris Calima
Student Services Building

Alethea De Soto
Student Services Building

Online via WebReg

Larry Walker
Administration Building

Larry Walker
Student Services Building

Admissions & Records
Student Services Building

Admissions & Records
Student Services Building

Student Financial Services
Student Services Building

Art St. Laurent
Student Center

Fiscal Services
Administration Building

Julie Osborne
Student Center

Julie Osborne
Student Center

Larry Walker
Administration Building

Lien Nguyen
Student Services Building

Grace Anongchanya
Student Services Building

Admissions & Records
Student Services Building

Sandra Washington
Student Services Building

Eileen Crutchfield
Student Center

Campus Locations

MAIN CAMPUS LOCATIONS

AC	Art-Ceramics
AD	Art-Dimensional
ADM	Administration
AG	Art Gallery
AS	Art-Studio
AT	Auto Tech
BFIELD	Baseball Field
BMC	Business, Math & Computer Science
CDC	Child Development Center
DA	Dance & Adapted PE.
FC	Family & Consumer Science
FFIELD	Football Field
FTC	Fitness Training Center

GA	Graphic Arts
GC	General Classroom
GH	Green House
HU	Humanities
HSS	Humanities and Supportive Services
IC	International Center
LF	Lecture Forum
LOTBA	Location To Be Announced
LS	Life Science
LTC	Library and Technology Center
MU	Music
NU	Nursing
OFFICE	Faculty Office

ONLINE	Online course
PE	Physical Education
POOL	Pool
PS	Physical Science
SC	Student Center
SECOFC	Security Office
SFIELD	Softball Field
SS	Social Science
STS	Student Services
T	Modular Village (T100-T600)
T CTS	Tennis Courts
TH	Theater
TRACK	Track at football field

MARINA/SEASIDE CAMPUS LOCATIONS

MA	MPC Education Center at Marina 289 12th Street, Marina
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SPS	MPC Public Safety Training Center 2642 Colonel Durham Street, Seaside
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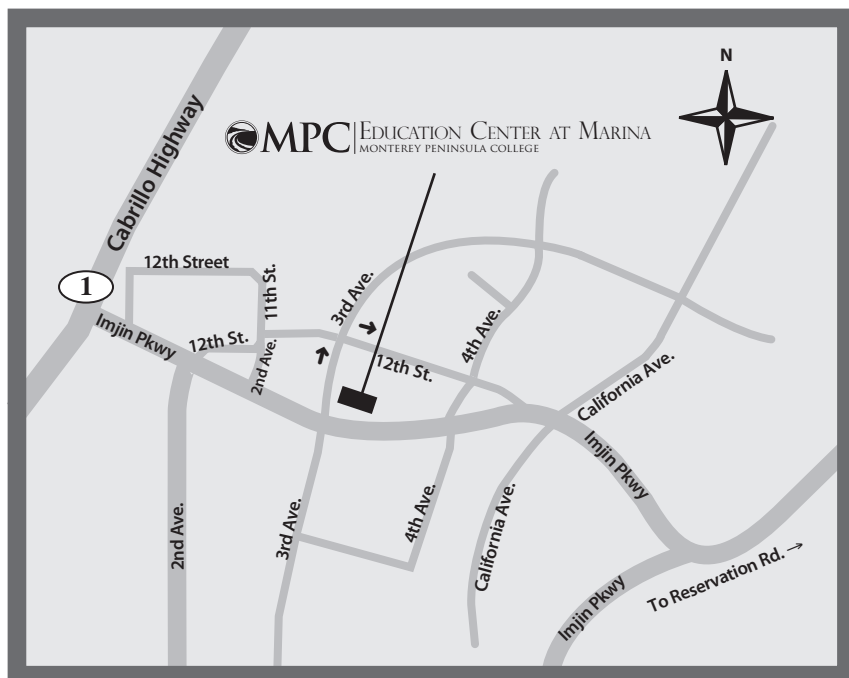
OFF – CAMPUS LOCATIONS

ACWAT	Assumption Church 100 Salinas Rd, Watsonville
ALSF	Aptos La Selva Fire Protection District 6934 Soquel Dr., Aptos
AP	Ariel Theatrical 320 Main Street, Salinas
BCFD	Boulder Creek Fire Department 132230 Central Ave., Boulder Creek
BFPD	Branciforte Fire Protection District 2711 Branciforte Dr., Santa Cruz
BLFD	Ben Lomond Fire District P.O. Box 27, Ben Lomond
BPH	Bay Park Hotel 1425 Munras Ave., Monterey
CBSCTR	CBS TV Center 2200 Garden Rd., Monterey
CDFGR	California Department of Forestry 2221 Garden Rd., Monterey
CET	Children's Experimental Theatre Mountain View & Santa Rita, Carmel
CFD	Central Fire Protection District 6934 Soquel Dr., Aptos
CFE	California Department of Forestry and Fire Protection - Cal Fire Felton 6059 Hwy 9, Felton
CFPD	Cachagua Fire Protection District 37200 Nason Rd., Carmel Valley
CFRC	Cabrillo Family Resource Center 1295 LaSalle Ave., Seaside
CHERRY	Cherry Foundation Guadalupe & 4th, Carmel
CHOMP	Community Hospital Monterey Peninsula 23625 Holman Hwy, Monterey
CHS	Carmel High School 3600 Ocean Ave., Carmel
CHTQA	Chautauqua Hall 162 16th St., Pacific Grove
CLINIC	Health Facility Clinic See Program Coordinator.
CLOFD	Clovis Fire Department 1233 Fifth St., Clovis
CMS	Carmel Middle School 4380 Carmel Valley Rd., Carmel
COLTON	Colton Middle School 100 Toda Vista, Monterey
CSLO	Camp San Luis Obispo 10 Sonoma Ave., San Luis Obispo
CSUMB	CSU Monterey Bay 100 Campus Center, Seaside
CSUMB	CSU Monterey Bay Pool Intersection of 2nd Avenue and Divarty, Seaside
CTNFD	Colton Fire Department 303 E E St., Colton
CVCYC	Carmel Valley Community Youth Center 25 Ford Road, Carmel Valley

DK-CBA	Dance Kids Carmel Ballet Academy Mission between 7th & 8th, Carmel
DMVC	Del Monte Vocational Center 222 Casa Verde Way, Monterey
FFPD	Felton Fire Protection District 131 Kirby St., Felton
FITCH	Fitch Middle School 999 Coe Ave., Seaside
FSCCS	Family Services & Child Care Services 298 12th St., Fort Ord
FTG	Forest Theater Guild Sunset Center, Carmel
HOPE	Hope Building 1663 Catalina St., Sand City
HRM	Hyatt Regency Monterey 1 Old Golf Course Road, Monterey
HSB	Huntington State Beach Pacific Coast Hwy, Huntington Beach
LAMIR	La Mirada 720 Via Mirada, Monterey
LOSARB	Los Arboles Middle School 294 Hillcrest Ave., Marina
LPSRA	Lake Perris State Recreation Area 17801 Lake Perris Dr., Perris
MAPD	Marina Police Department 211 Hillcrest Ave., Marina
MARFD	Marina Fire Department 211 Hillcrest Ave., Marina
MBAQUA	Monterey Bay Aquarium 886 Cannery Row, Monterey
MBAVIA	Monterey Bay Aviation 514 Airport Way, Hangar 514, Monterey
MCFB	Mid Coast Fire Brigade 38841 Palo Colorado Rd., Carmel
MCHD	Monterey County Health Dept 1200 Aguajito, Monterey
MCPD	Monterey County Probation Dept 1422 Natividad Rd., Salinas
MCRFPD	Monterey County Regional Fire Protection District 19900 Portola Dr., Salinas
MCSO	Monterey County Sheriff's Office 1414 Natividad Rd., Salinas
MFD	Monterey Fire Department Pacific & Madison, Monterey
MHAA	Monterey History & Art 5 Custom House Plaza, Monterey
MHS	Monterey High School 101 Herrmann Dr., Monterey
MMOA	Monterey Museum of Art 559 Pacific St., Monterey
MPD	Monterey Police Department 351 Madison St., Monterey
MRNHS	Marina High School 2995 Rendova Rd., Marina
MTC	Mott Training Center 837 Asilomar Blvd, Pacific Grove
MTCA	Mott Training Center Annex 2211 Garden Rd., Shop C, Monterey

NBI	North Bay Industries 1 University Circle, Monterey
NCOFPD	North County Fire Protection District 11200 Speeple St., Castroville
OC	Oldemeyer Center 986 Hilby Ave., Seaside
PGHS	Pacific Grove High School 615 Sunset Dr., Pacific Grove
PGMS	Pacific Grove Middle School 835 Forest Ave., Pacific Grove
PGPD	Pacific Grove Police Department 580 Pine Ave, Pacific Grove
PORAC	Peace Officer Research Assoc of California 4010 Truxel Rd., Sacramento
PPLAZA	Portola Monterey Plaza Hotel 400 Cannery Row, Monterey
PRT	Pacific Repertory Theater Monte Verde & 8th, Carmel
RCGC	Rancho Canada Golf Course 4860 Carmel Valley Rd., Carmel
SCCF	Santa Cruz City Fire Department 230 Walnut Ave., Santa Cruz
SCCT	Santa Cruz County Training Officers Association 6934 Soquel Dr., Aptos
SCMS	Santa Cruz Marine Safety 323 Church Street, Santa Cruz
SFD	Seaside Fire Department 1635 Broadway Ave., Seaside
SFXAV	St. Francis Xavier Church 1475 LaSalle Ave., Seaside
SHS	Seaside High School 2200 Noche Buena, Seaside
SNGRFD	Sanger Fire Department 1700 7th Street, Sanger
SNJOSE	South Bay Regional Public Safety Training Consortium 3095 Yerba Buena Rd., San Jose
SOLFD	Soledad Fire Department 525 Monterey St., Soledad
SSPD	Seaside Police Department 440 Harcourt Ave., Seaside
STNCTR	Stanton Center 5 Custom House Plaza, Monterey
SVFP	Scotts Valley Fire Protection District 70 Erba Ln, Scotts Valley
UCSC	University of California, Santa Cruz 1165 High St., Santa Cruz
UCSCFD	UCSC Fire Department 1156 High St., Santa Cruz
UT	Unicorn Theater Guadalupe & 4th, Carmel
WFD	Watsonville Fire Department 115 2nd St., Watsonville
WLFS	Wild Land Fire School Ft. Hunter Liggett
ZFD	Zayante Fire Department 7700 East Zayante Rd., Felton

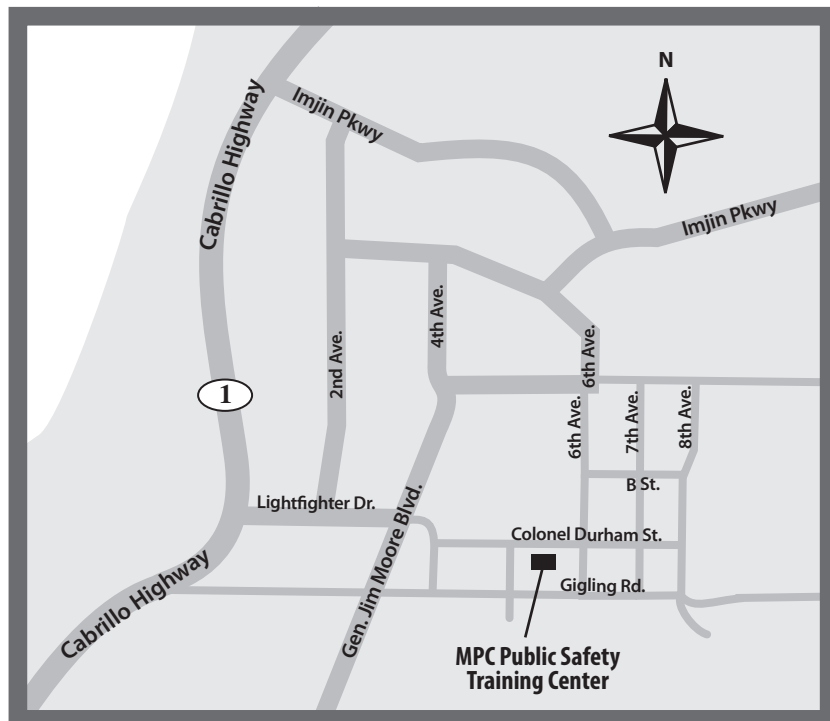
MPC EDUCATION CENTER AT MARINA
MONTEREY PENINSULA COLLEGE



MPC EDUCATION CENTER AT MARINA
289 12th Street, Marina, CA 93933

MPC Education Center at Marina

MPC PUBLIC SAFETY TRAINING CENTER
MONTEREY PENINSULA COLLEGE



MPC PUBLIC SAFETY TRAINING CENTER
2642 Colonel Durham Street, Seaside, CA 93955

Public Safety Training Center, Seaside



980 Fremont Street • Monterey, CA 93940 • (831) 646-4000
www.mpc.edu



- **ADM - ADMINISTRATION**
 - Fiscal Services
 - Human Resources
 - Information Center
 - Information Technology
 - MPC Foundation
 - President's Office
 - Public Information Office
 - VP, Academic Affairs
 - VP, Administrative Services
 - VP, Student Services
- **AC - ART CERAMICS**
- **AD - ART DIMENSIONAL**
 - Jewelry and Metal Arts
 - Supportive Services & Instructional Labs
 - Sculpture
- **AG - ART GALLERY**
- **AS - ART STUDIO - UNDER CONSTRUCTION**
 - Creative Arts Division Office
- **AT - AUTOMOTIVE TECHNOLOGY**
- **BMC - BUSINESS MATH & COMPUTER SCIENCE**
 - Business & Computer Science Division Office
 - Business Skills Center
 - Cooperative Work Experience
 - Math Learning Center
- **CDC - CHILD DEVELOPMENT CENTER**
- **DA - DANCE & ADAPTIVE PE**
- **FACILITIES**
- **FC - FAMILY & CONSUMER SCIENCE**

- **FTC - FITNESS TRAINING CENTER**
- **GC - GENERAL CLASSROOMS**
- **GA - GRAPHIC ARTS**
- **GYM - GYMNASIUM/PE**
 - PE Division Office/Classrooms
- **HU - HUMANITIES**
- **HSS - HUMANITIES/SUPPORTIVE SERVICES**
 - Humanities Division Office
 - High Tech Center
 - Supportive Services Instructional Labs
- **IC - INTERNATIONAL CENTER**
 - International Student Program @ STS
- **LF - LECTURE FORUM**
 - Marine Advanced Technology Education (MATE) Center
- **LTC - LIBRARY & TECHNOLOGY CENTER**
 - Academic Support Center
 - English & Study Skills Center
 - English as a Second Language Lab
 - Food for Thought Lounge
 - Institutional Research
 - Instructional Technology Department
 - Reading Center
 - Sam Karas Room
 - Leon Stutzman Seminar Room
- **LS - LIFE SCIENCE**
 - Life Science Division Office
- **MA - MARINA EDUCATION CENTER - MEC**
- **MU - MUSIC**
- **NU - NURSING**
 - Nursing Division Office

- **PS - PHYSICAL SCIENCE**
 - Physical Science Division Office
- **SS - SOCIAL SCIENCE**
 - Social Science Division Office
- **SC - STUDENT CENTER**
 - Almaden Lounge
 - Associated Students of MPC (ASMP)
 - Bookstore
 - Cafeteria
 - Costanoan Room
 - Security - Phone 646-4099
 - Student Activities Office
 - TRiO Learning Center
 - Veterans' Services
- **SPS - SEASIDE PUBLIC SAFETY TRAINING CENTER - PSTC**
- **STS - STUDENT SERVICES**
 - Access Resource Center (Formerly Supportive Services & Instruction)
 - Admissions & Records
 - Assessment Center
 - CalWorks
 - Career/Transfer Resource Center
 - Cooperative Agencies Resources for Education (CARE)
 - Counseling
 - Dean of Student Services
 - Extended Opportunity Programs & Services (EOPS)
 - International Student Program
 - Job Center
 - Re-Entry and Multicultural Center
 - Student Financial Services
 - Student Health/Psychological Services
 - Supportive Services & Instruction (Now-Access Resource Center)
 - Testing Center
 - TRiO Offices
- **T - MODULAR VILLAGE**
 - T100 through T600
- **TH - THEATER**
 - Box Office