

FINANCIAL AID

The Financial Aid Office is located in the Student Services Center, SC 120, (949) 451-5287.

Irvine Valley College believes that no student should be denied access to an education for lack of funds. The Financial Aid Office provides information and advisement to students who need help with financing the cost of their education. Eligible students may qualify for a grant, loan, college work-study and/or scholarship.

The awarding of funds for student financial aid is closely regulated by laws designed to direct educational support funds to those who need them most. The student who seeks financial assistance must complete the Free Application for Federal Student Aid (FAFSA). The form is available online at www.fafsa.ed.gov. Information from the FAFSA is used to determine each student's "need level." "Need" is the difference between the total cost of attendance and the available resources from the student and/or the student's family. Once this figure has been established, the college can offer an award package.

To receive financial aid, the student must:

1. Have a high school diploma or pass the "ability-to-benefit" test.
2. Be a citizen or national of the United States, or be in the United States for other than a temporary purpose and intend to become a permanent resident thereof, or be a permanent resident of the Trust Territory of the Pacific Islands. Holders of student visas are not eligible for aid.
3. Be enrolled in a program leading to a degree or certificate.
4. Maintain satisfactory progress in the course of study according to the standards and practices of Irvine Valley College.
5. Not be in default on any loan made from a student loan fund and not owe a refund on grants previously received.
6. Be in need of financial assistance to pursue a course of study at Irvine Valley College.

FINANCIAL ASSISTANCE PROGRAMS

Financial assistance programs currently offered through Irvine Valley College include the following:

- Board of Governors Fee Waivers
- California Grant Program (Cal Grant)
- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study (FWS)
- Extended Opportunity Program and Services Grant (EOPSG)
- Academic Competitiveness Grant (ACG)
- Irvine Valley College Scholarship Program
- Stafford Student Loans
- Unsubsidized Loans
- Plus Loans

Scholarships, grant programs, and loans can change from year to year. For more information, students should visit the Financial Aid Office (Student Services Center, SC 120) or call (949) 451-5287.

For information about Extended Opportunity Program and Services (EOPS), call (949) 451-5243 or visit the EOPS Office (SC 130).

ASSISTANCE WITH ENROLLMENT FEES

The state has set aside funds to help pay fees for special categories of persons who cannot afford these fees. Students should visit the Financial Aid Office in the Student Services Center at Irvine Valley College, Room SC 120, or phone (949) 451-5287 for information.

DRUG CONVICTION

A student is ineligible to receive federal student aid (Title IV grants and loans) if the student has been convicted of an offense involving the possession or sale of illegal drugs. Students may contact the Financial Aid Office for information on the duration of this restriction.

RETURN OF TITLE IV FUNDS

When a recipient of federal student aid (Title IV grant or loan) withdraws completely from the college before completing 60% of the enrollment period, federal law requires repayment of part of the aid received. The amount that must be repaid will depend upon the percentage of the semester completed. The Financial Aid Office will notify the student regarding the amount owed and repayment options.

Any aid recipient who needs to withdraw from all classes should contact the Admissions and Records Office and the Financial Aid Office. Recipients are encouraged to discuss alternatives to complete withdrawal with their instructors or a college counselor before making a final decision.

SCHOLARSHIPS

Scholarship recipients are selected each spring, with award monies disbursed the following fall upon verification of the student's enrollment in a minimum of six units. Scholarship assistance is provided by colleges, educational programs, national associations, businesses, and local organizations. Scholarships may be designed to meet the criteria specified by donors, established as a memorial, or designated on an annual renewal basis. Individuals, organizations, or companies wishing to establish a tax-deductible scholarship are encouraged to contact the IVC Foundation Office at (949) 451-5290.

VETERANS PROGRAM

Irvine Valley College hopes to provide the kind of assistance that will help veterans attain their educational goals. Students are encouraged to take advantage of the Montgomery G.I. benefits they have earned.

Veterans have ten years after active duty discharge to use their entitlement. Certain disabled veterans under rehabilitation can qualify for up to 48 months of benefits. The Department of Veterans Affairs also provides educational assistance to widows, and dependents of deceased active duty personnel, and to dependents of veterans with 100% disability status. For more information, or to make an appointment with the Veterans Affairs coordinator in the Financial Aid Office, veterans should call (949) 451-5296. This is a college service office, not a branch of the federal government.

The California Department of Veterans Affairs also offers a college fee waiver program for veterans' dependents. Dependents whose parent or spouse has or had a service-connected disability, or died from a service-related cause, may meet the eligibility criteria for a college fee waiver. The waiver covers the enrollment, tuition and registration fees. This program does not waive nonresident fees, nor does it cover the cost of books, labs, food, parking, or dorms. California Community Colleges, California State Universities and University of California campuses are the only schools where the program can be utilized. This program does not apply to private schools or out-of-state schools. For more information about the California Department of Veterans Affairs College Fee Waiver program, call (714) 567-7450.

COUNSELING SERVICES

The Counseling Center is located in Student Services Center, SC 210, (949) 451-5319.

Irvine Valley College provides counseling services to help students with a variety of educational, career and personal concerns. The counseling faculty help students clarify their needs, make decisions, set goals and deal effectively with personal obstacles. The relationship between student and counselor is confidential.

Students who wish to meet with a counselor for academic planning, transcript evaluation and career counseling should make an individual appointment to see a counselor. In this way, they are assured of enough time to have their questions answered and to get to know a counselor on a one-to-one basis. For information or to schedule an appointment, students may call the Counseling Center at (949) 451-5319, or they may send an e-mail to counseling@ivc.edu.

ACADEMIC COUNSELING

Counselors work with students to develop a personalized academic plan. They also help students identify a major. Counselors evaluate transcripts from other colleges and explore transfer options and requirements with students. If needed, they help students to develop study and time management skills. Counselors also offer orientations for new students.

CAREER COUNSELING

Career counseling assists students in identifying their career interests. Counselors use a variety of questionnaires to help students examine their values, interests, personality characteristics and skills. Counselors also provide information about the labor market and offer career/life-planning courses.

PERSONAL COUNSELING

Personal counseling includes help with relationship problems, interpersonal communication, self-awareness, stress management, behavior change, and referral to off-campus resources. Students may also receive psychological services in the Health and Wellness Center.

DROP-IN COUNSELING

Drop-in counseling provides students with the opportunity to meet with a counselor on a first-come, first-served basis for answers to quick questions (10 minutes or less). Drop-in hours are posted in the Counseling Center on a daily basis.

ONLINE EDUCATIONAL COUNSELING

Online counseling is an extension of drop-in counseling. It offers students an opportunity to ask counselors questions online. Students can access the link to online counseling from www.ivc.edu/counseling.

COUNSELING FOR INTERNATIONAL STUDENTS

Specific counselors have been designated to work with international students. These counselors work closely with the International Student Center and can advise international students about the special rules regarding their course selection.

COUNSELING FOR ATHLETES

A specific counselor has been designated to work with athletes. This counselor works closely with team coaches and is familiar with National Collegiate Athletic Association (NCAA) regulations and the special rules regarding eligibility. Athletes must have an academic plan in order to compete, and meeting with a counselor is essential to the completion of this plan.

SUPPORT SERVICES

DISABLED STUDENT SERVICES

Student Services Center, SC 171
(949) 451-5630

The primary function of the program for students with disabilities is to accommodate a person's educational limitation, enabling that individual to participate in the educational experience at Irvine Valley College. For this reason, students identified as disabled are regarded as students first, and students with special needs secondarily. Participation in the program is voluntary.

Although the major emphasis of this program is focused on the disabled student's total integration into the life of the college, some special courses have been designed to assist students in making a successful transition. These include special services courses in computer science, English and mathematics, and adapted physical education courses.

Educational accommodations arranged through the Disabled Students office include testing accommodations; preregistration for classes; notetakers, reading software and interpreters for the deaf; and equipment such as brailers, print enlargers, tape recorders, and adapted computers to circumvent each student's specific limitation. The program also provides counseling in vocational education, transfer programs, and personal adjustment.

LEARNING DISABILITIES PROGRAM

Student Services Center, SC 171
(949) 451-5630 or 451-5357

The Learning Disabilities Program serves all Irvine Valley College students who are not achieving their educational and/or occupational goals because of difficulties with study and organizational skills or basic skills such as reading, writing, spelling, or math. Students with specific learning disabilities may find it difficult to perform well or to succeed in the classroom without help, and the Learning Disabilities Program offers such students specialized instruction and support. Special classes focus on basic skill development and strategies for overcoming specific learning problems.

Students may be referred to the program by an instructor, counselor, or community agency, or they may refer themselves. Each student will receive an initial interview and then be individually assessed. If a student is considered eligible for the program, an individualized educational plan is implemented through one-to-one tutoring, small group instruction, specialized classes, and individualized learning laboratories. Instruction in the program carries nontransferable community college credit. Students may call for further information and appointments.

EOPS—EXTENDED OPPORTUNITY PROGRAM AND SERVICES

Student Services Center, SC 130
(949) 451-5243

EOPS is a state-funded program which provides support services to eligible low-income students to ensure their success. Services include a college-readiness program; financial assistance; academic assessment and planning; academic, occupational, and personal counseling; transfer assistance; peer counseling; child care referrals; work-study opportunities; subject-area tutoring; study-skills assistance; and bi-monthly workshops. Referrals to other campus resources and community agencies are also available. Students may call for eligibility criteria and additional information.

CALWORKS

Student Services Center, SC 130
(949) 451-5243

As a partner in welfare reform legislation, Irvine Valley College offers a number of approved vocational programs and college work-study positions designed to train students in job-readiness skills. In addition, the college provides several supportive programs with services including child care, counseling, and job placement to CalWORKs recipients.

CARE PROGRAM

Student Services Center, SC 130
(949) 451-5243

The Cooperative Agencies Resources for Education (CARE) program supports CalWORKs single parents, offering child care and transportation assistance, books and supplies, special workshops, grants, and counseling. Students interested in the CARE program are encouraged to contact the EOPS office to determine their eligibility.

“I started at IVC as a newly divorced mother of three. My children were aged two, four, and nine at the time—and I was very confused and lost. I was an EOPS and CARE student. They set me up with daycare and gave me the support and mentoring that I needed to get through the program. Re-entry students need to get beyond obstacles—children, financial troubles—it’s harder, but it’s still doable. I strongly recommend taking advantage of the counseling.”

*— Shelly M. Brown, M.A.
Transfer Services Counselor, University of California, Irvine*

ONLINE SERVICES AND DISTANCE EDUCATION

ONLINE EDUCATIONAL COUNSELING

Online counseling is an extension of drop-in counseling (see page 58). Students can access this service from www.ivc.edu/counseling.

STUDENT E-MAIL

Students are automatically provided a student e-mail account when they enroll in at least one course at the college. User names are assigned automatically (customized names are not provided), and accounts are continued with no interruption in services so long as the student remains enrolled in contiguous semesters (excluding summer). Students may change their initial password and forward copies of their student e-mail to another account (e.g., their home e-mail).

Approximately three weeks after the start of a semester, continuing students who have not enrolled in at least one class for the new semester will have their e-mail accounts deleted. Students who drop all of their classes will have both their e-mail accounts and any unread messages deleted.

For the most current information about how to use the student e-mail accounts, students should log on to www.socccd.org/email and read "Your E-mail Information."

Important Notice: Student e-mail privileges are designed solely for educational purposes. District policy forbids personal, recreational or commercial use of college computers, e-mail and Internet services.

DISTANCE EDUCATION

Room LIB 109 (949) 451-5475
www.ivc.edu/de

Distance Education is the process of learning, researching, and interacting outside of a campus environment. Distance education at Irvine Valley College is conducted on the Internet. Each class has a specific IVC instructor who serves as a personal contact to answer student questions, provide review opportunities, and administer examinations throughout the semester.

Students must meet the specific requirements of the course and participate responsibly. Many online classes require students to attend an orientation to receive the course syllabus, titles of texts, and other important information. The listing in the class schedule indicates how, when and where the instructor's initial orientation for the class takes place.

Blackboard™

Blackboard™ is an Internet educational delivery platform that provides students with an online learning community. Most distance education classes at IVC use the Blackboard course management system. Students participate in course lessons by accessing the Internet site, either at home or on campus in the college library or computer labs.

Students are added to a Blackboard course when they register for a distance education class. Students are able to download course content (including articles, streaming audio and video, and presentations) and interact with their instructor and classmates through the discussion board and the chat/virtual classroom.

Instructors inform students at the class orientation or by e-mail about how to use the Blackboard account. Students officially enrolled in an online class may access the account at <http://socccd.blackboard.com> with a valid user name and password. Students can view online videos about Blackboard at www.ivc.edu/de/sbc/.

“ . . . I can come to the computer any time I have free time and work on my homework instead of having to come to class on set days and times that are not always convenient . . .

Online math is the best thing for me. While working full time I do not always have the same night free each week to attend a class. It is nice to be able to choose when I study . . .

I enjoyed the flexibility to work at my own pace. I was able to move quickly through some areas which allowed me the time to focus on other areas . . .

I want to thank my professor for providing us such a good service and working very hard by staying in close contact with us . . .

The program was great. The online program worked very well and I really enjoyed my professor. I just really felt like she was there to help me. She cared, and I felt that, even through the computer . . .

I could watch the lectures as many times as needed for me to understand . . . ”

— Student comments about IVC online classes

CENTERS

CAREER/TRANSFER CENTER

Student Services Center, SC 230
Career: (949) 451-5268
Transfer: (949) 451-5339

Career Assistance:

The Career/Transfer Center is available to help students research careers, make informed career decisions and prepare for a job search. The center's resources include a collection of occupational guides, career-planning books, videos and publications; Internet access; and career software, including Bridges and EUREKA.

The Career/Transfer Center maintains full- and part-time job listings to help students find positions related to their academic and vocational goals. Workshops are offered throughout the year to help students with career planning and job-search strategies. The center also sponsors several job fairs per year. The center complies with all applicable laws regarding equal opportunity and nondiscrimination.

Transfer Assistance:

The Career/Transfer Center provides information, resources and special events to educate and assist Irvine Valley College students who plan to transfer to four-year colleges and universities. Students receive guidance in accessing college catalogs from California State University, the University of California and many independent colleges and universities. Information is available regarding the admissions process, including application deadlines and admission requirements.

Students can also receive assistance in accessing information about universities and financial aid programs via Internet workstations in the center. College Source, a CD-ROM program, enables students to view catalogs for most colleges and universities across the United States.

The center arranges individual appointments on the IVC campus with representatives from the University of California (UC), California State University (CSU), and independent colleges and universities. On Transfer Day (fall semester) and at college transfer fairs, students may speak informally with representatives from most UC and CSU campuses and the many independent colleges and universities.

CHILD DEVELOPMENT CENTER

Adjacent to Parking Lot 9
(949) 451-5484
License #300614147

Irvine Valley College's on-campus Child Development Center serves children of IVC students, faculty and staff, as well as community members. IVC students enrolled in six or more units are eligible to receive a discount. The center is open Monday through Friday from 7 a.m. to 6 p.m. Two, three or five full-day programs are available. Children must be completely toilet trained for group care. Openings are limited and the center has a waiting list, so interested parents should register as soon as possible to reserve a space. Center tours are Tuesdays at 10 a.m. or Thursdays at 3 p.m.

COMPUTER CENTER

Room B353/354
(949) 451-5474

The Computer Center serves as a laboratory for classes offered through the School of Business Sciences and the School of Mathematics, Computer Science, and Engineering. Classes supported in the lab include graphics applications, web authoring, and digital publishing; office suite applications; networking technologies; computer security; VoIP (Voice over Internet Protocol); operating systems; accounting; keyboarding; programming; engineering; computer-aided design and drafting; and database design and implementation.

The center is fully equipped with the latest in technology, including Dell and Macintosh computers; network services; scanners; and digital video decks, VCRs and video cameras. With its considerable and diverse equipment and its highly trained staff, the center is an outstanding resource for students.

The B300 computers are intended for students working on assignments for courses in the School of Business Sciences and the School of Mathematics, Computer Science and Engineering. For general computer use—e.g., to access the Internet and e-mail, or to type papers required for college courses in which they are enrolled—students may use the B300 computer center as long as they are currently enrolled in an academic class at IVC and have an IVC photo ID card.

HEALTH AND WELLNESS CENTER

Student Services Center, SC 150
PH: (949) 451-5221
FAX: (949) 451-5393

The Health and Wellness Center (HWC), a prevention- and wellness-oriented unit, focuses on educating the student population in the practice of healthy lifestyles. HWC nurses offer ongoing health counseling on nutrition, exercise, stress reduction, family planning, and personal medical concerns, all on a confidential, one-to-one basis.

The center also treats students with acute injuries and diagnoses and treats short-term illnesses such as colds, sore throats, earaches, skin problems, and other health concerns. TB skin testing and some immunizations are also available, as are over-the-counter medications and first aid supplies. A physician is on campus regularly and may be seen by appointment for a variety of medical services, including gynecological examinations.

Psychological services are available from psychology interns who are under the supervision of a licensed psychologist. Appointments must be made in person.

Services at the HWC are free to students who are enrolled and attending classes. There is a nominal charge for any required laboratory work such as blood tests, Pap smears, and pregnancy tests and also for some prescription medications. Several medical insurance policies provided by outside agencies are available at the health center. These policies are specifically designed for college students and vary in both cost and coverage.

The HWC provides services to students who have paid the health fee and are currently enrolled in and attending classes. Students may call for hours of operation each semester. The center is closed on weekends and school holidays.

“The help I received in the Humanities Center guided me to an understanding of the lessons in my writing class.”

*— Barbara Schwalen
 IVC Writing 201 student, 2007*

HUMANITIES CENTER

Room A 303
(949) 451-5249

The Humanities Center offers multiple support services in reading and writing to students throughout the college. A primary function of the center is to assist students with reading and writing assignments from their English and other college classes. By enrolling in Writing 180 or Writing 280, the Writing Conference, students may use the center resources to work individually or to confer with English instructors, who are available to assist with writing assignments and to help students on a one-to-one basis to become more competent, confident writers. While English instructors do not serve as editors or proofreaders, they work from the class assignment to assist students in the writing process from the initial stages of reading, through conception and composition, to the crucial step of revision.

Many materials are available in the Humanities Center, including reference texts such as the Oxford English Dictionary. Students may work at one of ten computer stations to word process or to browse the Internet. The center also houses a high-speed cassette recorder which is used by instructors throughout the college—especially language instructors—to prepare recordings for student home use. Students may bring blank tapes to the center and receive recordings of assigned lessons.

The Reading and English Special Services (ESS) Lab, which adjoins the Humanities Center, houses computers and instructional software related to English Language instruction. By enrolling in Reading 271 or in English Special Services courses, students may use the ESS Lab resources to practice reading comprehension and critical skills, vocabulary, spelling, and study skills. Students in the reading program may enroll in self-paced labs which include exercises in spelling and vocabulary improvement, reading comprehension, and speed reading.

INTERNATIONAL STUDENT CENTER

Student Services Center, SC 220
(949) 451-5414

The International Student Center at Irvine Valley College assists students entering the college on an F-1 Student Visa. For the international student, Irvine Valley College specializes in providing the first two years of the baccalaureate (four-year) degree, and excels at preparing students to transfer to public and private institutions for their final two years. Prospective students are encouraged to visit or call the center. They may also contact the International Student Center by e-mail at mlopez@ivc.edu.

The international student program is governed under district and U.S. regulations, and students are required to maintain specific standards. Full-time enrollment, the completion of a tuberculosis test when students arrive at the college, and maintaining district-approved health insurance are examples of the requirements within this program. The program staff is available to guide students through the process of admissions, issuing and maintaining proper immigration documents, and ensuring that their other college needs are met.

Admission as an international student is a long process that includes issuing visas and providing proof of financial solvency. As a result, deadlines for admissions are different for this group of students. If you are considering coming to the college as an international (F-1) student, contact the International Student Center early.

LEARNING CENTER (TUTORING SERVICES)

**Library 100A/B
(949) 451-5471**

The Learning Center in the college library is the central location for the Irvine Valley College peer tutoring program. The center's mission is to support academic learning by providing free tutoring and additional resources to reinforce and supplement classroom instruction. The goal of tutoring is to assist students in achieving success in their classes, to prevent students from dropping classes unnecessarily, to promote their self-confidence, and to help them become independent and active learners.

The center provides individual tutoring as well as group and drop-in sessions. The Learning Center offers a preparatory course for students seeking to become tutors, Tutoring 100, Fundamentals of Peer Tutoring, available each term.

LIFE FITNESS CENTER AND STRENGTH TRAINING CENTER

**Room PE 110 and PE 260
(949) 451-5370**

The Life Fitness Center is an exercise facility designed to improve the health and fitness levels of students of all ages and abilities. The center offers equipment for improving cardiovascular endurance, muscular strength and endurance, flexibility, and body composition. An aerobic super circuit consisting of a series of Cybex weight machine stations alternated with aerobic steps and bicycle ergometers is one of the center's main features. By moving continuously through the Aerobic Super Circuit, an individual can improve his or her cardiovascular endurance, reduce risk of heart disease, decrease body fat, increase muscle mass, and strengthen all of the major muscle groups in the body. Additionally, the center has an assortment of aerobic equipment, including bicycle ergometers, stair climbers, rowers, and treadmills, as well as a wide variety of weight machines and free weights. Physical Education instructors work with students individually or in small groups.

Students interested in using the center must enroll in PE 192, Life Fitness Center Lab, and attend an orientation session. Orientation dates are published in the class schedule and are available on campus by calling the center. The orientation covers the general rules and regulations of using the center and introduces the available equipment.

The Strength Training Center, across from the Life Fitness Center, features Hammer Strength and Life Fitness equipment and Ivanko free weights. This center serves as the classroom for students enrolled in strength and/or weight-training classes, who will learn to perform the exercises necessary for body building, and power lifting.

MATHEMATICS TUTORIAL LEARNING CENTER

**Room B 117
(949) 451-5471**

Drop-in tutoring in mathematics is available in the Math Tutorial Learning Center for students who are enrolled in Tutoring 301.

LIBRARY

Circulation Desk: (949) 451-5761
Reference Desk: (949) 451-5266
Information: (949) 451-5261

The Irvine Valley College library is the information and research hub of the campus. The library collection includes approximately 70,000 books, 270 periodicals, 4,300 music CDs, 3,400 videos, and 450 DVDs. A web-based public access catalog allows searching all of these materials. Printers and copy machines are available for student use. The library also offers spacious study areas and group-study rooms for students. District students, faculty, and staff can borrow circulating materials by presenting a valid student or staff identification card.

Library Computers

One hundred computer workstations in the library provide currently enrolled Irvine Valley College or Saddleback College students access to the Internet, student e-mail, research databases, and Microsoft Office software. Assistive computers are available for students with disabilities. **The computer facilities in the library are for educational and research purposes only.**

Library Card

An Irvine Valley College or Saddleback College student photo ID is required for all library transactions. Students must be currently enrolled in classes. Students should report lost ID cards to the library immediately, as they will be held responsible for materials checked out under their name.

Community Library Users

District residents who purchase a community card (\$10 for six months) may access the resources of the IVC Library. They may check out four items at a time and use the library computers.

Material/Book Checkout

All currently enrolled SOCCCD students, as well as students in Kaplan International and CSUF, may check out library materials.

Books, CD-ROMs and Diskettes:

9 items for 3 weeks

DVDs, Videos: 1 item for 1 week

Music CDs: Library Use Only

Magazines, Newspapers:

Library Use Only

Reference Books: Library Use Only

Renewals

Items can be renewed once, by telephone, in person, or via the Self-Check machine. If another person has requested a particular item (by placing a hold), then the item may NOT be renewed.

Late Fines and Holds on Student Records

Seven days after a book or computer software has become overdue, the library places a hold on a student's records. This hold will prevent an individual from registering, adding or dropping classes, and receiving grades, transcripts or diplomas (Board Policy 5407). In order to remove this hold, the student must pay a \$5.00 fee for each late item returned after the hold has been placed. There is a grace period before late items actually accrue a fine (the period varies depending on the type of item). The library staff can provide further information about this regulation.

Kaplan Program Students

Students enrolled in the Kaplan English Programs have library privileges allowing them to check out four items at a time when they use ESL materials extensively. They also have access to the library's computers. Kaplan students must present a current Kaplan ID card with a photo ID.

BOOKSTORE

North End of Parking Lot 2
(949) 451-5258 or (949) 857-8834

The Irvine Valley College bookstore stocks new and used textbooks, class supplies, and a variety of educational materials. Used textbooks are bought back year round, at up to 50% of the new price. The bookstore accepts cash, credit cards (VISA, MasterCard, Discover, and American Express), and personal checks (with valid driver's license and student ID). Students can order their textbooks online at www.ivc.bkstr.com. Books ordered online can be picked up at the store or shipped via UPS. ATEP students may purchase their books at the IVC Bookstore. Saddleback College students should buy their texts in the Saddleback College Bookstore.

The bookstore is open Monday through Friday. During the rush period each fall and spring (the week before classes begin and the first week of classes) and the first two weeks of summer session, the bookstore extends its normal operating hours. Students should refer to the class schedule for exact hours each semester.

HONORS PROGRAM AND HONOR SOCIETIES

HONORS PROGRAM

The Irvine Valley College Honors Program is designed to meet the needs of academically talented and highly motivated students. Students may enroll in honors-designated courses, most of which meet the general education transfer requirements for the University of California and California State University systems. Honors classes are identified in the class schedule by the letter "H" before the ticket number.

NEW IVC STUDENTS must submit an application packet to join the program. The packet contains:

- An application form
- Transcripts demonstrating a 3.5 GPA and Writing 1 eligibility or SAT 1890 (of 2400) or SAT 1260 (of 1600) or ACT 28 (of 36)
- A letter of recommendation
- A personal letter of application

CONTINUING IVC STUDENTS who wish to join the program must submit an application packet containing:

- An application form
- Transcripts demonstrating completion of at least 12 hours of transfer-applicable coursework with a 3.25 GPA and Writing 1 eligibility
- A personal letter of application
- The names of two Irvine Valley College (or Saddleback) faculty who will comment on behalf of the applicant

The honors program will also consider applications from high school juniors and seniors who seek concurrent enrollment at Irvine Valley College.

For special consideration by transfer institutions and for recognition on the transcript, honors program students must complete a minimum of five honors-designated courses (totaling at least 15 letter-graded units) during their academic career at Irvine Valley College. Honors courses taken on a credit/no-credit basis do not fulfill

“As a student in the Irvine Valley College Honors Program, my education is enriched by its pre-professional coursework and fantastic faculty as well as intellectual classmates.”

*– Shahriar Skeikbahaei
IVC Honors Program*

honors program requirements. Students must maintain an overall GPA of 3.25; they must also achieve a 3.25 GPA in their honors courses to remain in the program.

Application forms are available online at www.ivc.edu/honors or in the program office, Room A 201A, Irvine Valley College. Students may contact Professor Dorothy Sherling, program director, for further information by calling (949) 451-5300 or by sending an e-mail to honorsprogram@ivc.edu.

The Irvine Valley College Honors Program is a member of the UCLA Transfer Alliance Program (TAP) and of the Honors Transfer Council of California.

HONOR SOCIETIES

Irvine Valley College honor societies include the Alpha Omega Mu chapter of Phi Theta Kappa (the international honor society for two-year colleges) and Psi Beta (the national honor society in psychology for community college students).

All honor society members will have a notation on their official transcripts for every semester they maintain membership standards in Phi Theta Kappa and/or Psi Beta. **Transcript notation is posted at the end of each semester.** Members are also eligible for chapter, state, and national merit and transfer scholarships.

Phi Theta Kappa

Phi Theta Kappa is a co-curricular organization affiliated with the IVC honors program. Students who are members of Phi Theta Kappa and/or have enrolled in the honors program benefit from this partnership in a variety of ways, including transcript notation, access to the honors program center, and the possibility of attending academic conferences where they may participate in workshops and compete for national awards and scholarships.

To qualify for membership in Phi Theta Kappa, a student must have completed 12 semester units at Irvine Valley College and have an Irvine Valley College cumulative grade point average of 3.5. Membership is not automatic: students must apply each semester for membership and pay semester dues before they are formally inducted. Transcript notation is posted at the end of each semester. For more information about Phi Theta Kappa, students may call (949) 451-5206.

Psi Beta

The mission of the Psi Beta honor society is the professional development of psychology students in two-year colleges through the recognition and promotion of excellence in scholarship, leadership, research, and community service. Psi Beta members experience educational enrichment through service activities, participation in professional psychology conferences, and competition for national awards.

To qualify for membership in Psi Beta, a student must have completed at least one college psychology course with a grade of "B" or higher, have completed 12 semester units, and have a cumulative grade point average of 3.0 or higher. After paying a one-time-only fee, membership is for life. For more information about Psi Beta, students may call (949) 451-5447, or send an e-mail to ktucker@ivc.edu or jrudmann@ivc.edu.

INTERCOLLEGIATE ATHLETICS PROGRAM

IVC ATHLETICS: A TRADITION OF EXCELLENCE

Since 1990, Irvine Valley College has been committed to maintaining a strong athletic and scholastic tradition. Competing as a member of the nation's toughest college conference, the Orange Empire Conference (OEC), Irvine Valley teams have collected 10 state championships and 18 conference titles from 1990 through the spring of 2007. IVC currently competes in 12 intercollegiate sports: baseball, women's badminton, and men's and women's basketball, golf, soccer, tennis and volleyball.

The baseball team, in just six years, has gone from a start-up program to being competitive in the always tough Orange Empire Conference and even advancing to the State playoff's Super Regional in 2005. The Lasers also had their first-ever All-American selection (pitcher Chris Saddoris in 2005) and an MLB draft pick (Jessie Mier in 2005). A number of players have received scholarships to top Division I, Division II and NAIA programs. Mier recently wrapped up his college career by winning back-to-back NAIA titles with Lewis-Clark State.

The men's basketball team has reached the playoffs in nine of coach Jerry Hernandez's 12 years at the helm.

Hernandez has won a conference championship and sent nearly 60 of his student-athletes on to play at four-year colleges, including many at the Division I level.

The women's basketball team won a conference title in 1999 and made its first ever trip to the state tournament. The team finished with a record of 24-8 in its first season and has an overall record of 232-124. IVC opened the 2005-06 season with the best start in program history, winning 17 of its first 18 games. Sophomore forward Vanessa Dominguez was named a Kodak All-American in Spring 2006.

The men's soccer team tied for a conference title in its first season in 1990. The Lasers finished second in state in 1991 and won the state title in 1993. Irvine Valley won the state title again in 2003 and finished ranked as the No. 1 team in the nation. In 2006, Irvine Valley was ranked second in the final Southern California regional poll.

The men's tennis team, traditionally competitive in the Orange Empire Conference, captured the 150th victory in program history this past season with a win over Fullerton.

The men's volleyball team needed just two years to claim a conference and state title, winning the crowns in 1993 under coach Tom Pestolesi.

IVC reached the semifinals of the state tournament in 2005 and 2006 and won the state championship in 2007. It also won the conference title for the second straight year and third time in program history in 2007.

The women's volleyball team reached the state championships in 1999, 2003 and again in 2005. The Lasers reached the final match of the state competition in 2003 before losing to Golden West. The team captured its first ever Orange Empire Conference four years ago, sharing the title with Golden West. Setter Tiffany Hess received All-American honors in Fall 2005 for the Lasers.

The women's badminton team has established itself as one of the top programs in the state. The Lasers won four state titles in a row from 2002-05 and have had numerous players win individual conference and state titles. Laser players have captured the state singles title three years in a row and the doubles championship the last six years. Shannon Hsu won state titles in singles and doubles this past season for IVC.

The women's golf team won its first ever Orange Empire Conference in 2004, beating Saddleback by 20 strokes in the conference finals. Coach Ben Burnett was honored as co-coach of the year in both 2004 and 2006.

“Once I understood that academics and athletics were some of the most important things in my life, I had to dedicate time and effort into being the best I could at both. The IVC professors are very understanding of the athletic schedule, and they take the time and effort to go that extra mile for you if you show them that you are committed to the class and want to work hard.”

*— Kirk Barnard
IVC Men's Scholar-Athlete of the Year, 2007*

The men's golf team sent two players to the state tournament for the first time in program history in 2005. As a team, the Lasers reached the Southern California Regional Tournament in 2006.

The success of the IVC teams can be attributed largely to an outstanding coaching staff that demands excellence from students, not only on the courts and fields but also in the classroom. All men's and women's head coaches hold at least a master's degree.

CONFERENCE PLAY

Irvine Valley College is a member of the Orange Empire Conference (OEC) of the Community College League of California's Commission on Athletics (COA). Members of the conference are Cypress, Fullerton, Golden West, Orange Coast, Riverside, Saddleback, Santa Ana, and Santiago Canyon colleges.

During the 2007-2008 school year, the Lasers will compete in the following intercollegiate sports:

- Women's Badminton
- Men's Baseball
- Men's and Women's Basketball
- Men's and Women's Golf
- Men's and Women's Soccer
- Men's and Women's Tennis
- Men's and Women's Volleyball

ELIGIBILITY

General athletic eligibility rules, as established by the Commission on Athletics, are as follows:

1. A student athlete must be continuously and actively enrolled in a minimum of any 12 credit units at his/her community college during the season of sport. Of the 12 units, at least 9 shall be attempted in courses counting toward the associate degree, remediation, or transfer, and/or certification as defined by the college catalog, and are consistent with the student athlete's education plan. Courses less than a semester in length shall be counted if the student is currently enrolled in the course or has completed the course during the semester of the season of sport. Mini-courses in which the student expects to

enroll shall not be counted for purposes of athletic eligibility.

2. In order to continue athletic participation in any sport, the student-athlete shall maintain a cumulative 2.0 grade point average in accredited post-secondary coursework computed since the start of the semester/quarter of the first participation in any sport, regardless of the college attended.
3. To be eligible for the second season of a sport, the student athlete must complete and pass 24 semester units before the semester of the second season of competition. Of the 24 units, at least 18 shall be in course work counting toward the associate degree, remediation, transfer, and/or certification as defined by the college catalog, and are consistent with the student athlete's education plan.

Note: College units mentioned do not apply until the student has first participated in a collegiate sport at any college.

Transfer Rule

A student who is transferring to a California community college for academic or athletic participation purposes and who has previously participated in intercollegiate athletics and whose most recent participation was at another California community college must complete 12 units in residence prior to the beginning of the semester of competition for that college. A maximum of 8 units can be applied from summer enrollment.

Late Registration

A student who registers in a community college later than four weeks after the first day of class instruction as listed in that community college calendar shall not represent that community college in athletic competition in that semester.

IMPORTANT:

These requirements are very exacting. Athletes are advised to become thoroughly familiar with them in order to avoid loss of eligibility. All interested students are urged to contact the Athletics Office at the beginning of the school year to learn the requirements: (949) 451-5398.

ASSOCIATED STUDENTS: ASIVC

Student Services Center, SC 260A
(949) 451-5260

ASIVC Sponsorship

ASIVC budget monies are principally commissions derived from college cafeteria and bookstore contracts, with the remainder of monies coming from the sale of ASIVC activity stickers and some proceeds from bus stop advertising. The budget supports campus causes and events, such as club activities and programs, awareness campaigns, athletics, forensics, and scholarships. The ASIVC also sponsors special event days to promote cultural awareness and celebrate ethnic diversity. Students are encouraged to purchase the Associated Student Body activity sticker, which entitles its holder to a number of benefits, including no-cost entry to IVC athletic events for the semester, reduced prices for fine arts events, discounted Regal Cinema tickets, and an opportunity to apply for Associated Students scholarship awards.

Clubs

Associated Students of Irvine Valley College sponsors diverse campus clubs and organizations. These include culturally focused groups such as the Asian Social Connection; academic and special interest organizations such as the Administration of Justice Club (XTE), Cheer Club, Chemistry Club, Chess Club, Geology Club, Political Science Club/Model United Nations, Video Gamers; and the Phi Theta Kappa and Psi Beta honor societies. A list of clubs and their advisors is published in the class schedule. Additional information is available in the Associated Student Office, SC 260.

ADDITIONAL PROGRAMS AND SERVICES

OUTREACH AND COMMUNITY RELATIONS

**Student Services Center, SC 220F
(949) 451-5217**

The Office of Outreach and Community Relations develops, coordinates and provides outreach services to prospective students, parents, community members and business/social services agencies. The primary goal of the office is to inform the community about educational opportunities including career education and transfer programs, and to assist in the application process at Irvine Valley College.

Services include individual and large group campus tours; presentations to high school students, parents, and community groups on admissions procedures, academic programs and student services; application workshops; visits to local high schools; attending college and corporate education fairs; participating in community events; and coordinating the Early Priority Registration Program for High School Seniors and the Achieve College Early (ACE) Program for current high school students who wish to get a head start on their college education.

EMERITUS INSTITUTE Classes for Older Adults

Room A 121 (949) 451-5382

The Emeritus program is designed to provide courses of interest and value to older adults at convenient off-campus sites. Emeritus courses may be taken on a credit/no-credit basis only. These courses do not meet degree or certificate requirements, nor are they transferable to colleges or universities. Courses are described in this catalog, and current offerings are listed in the class schedule.

COMMUNITY EDUCATION AND CORPORATE TRAINING

Room A 125 (949) 451-5555

The department offers fee-based, non-credit classes for adults to promote career, professional, technical and personal enrichment. Community Education classes are short-term, and many are offered online. Traditional, in-person classes are held in the evening or on weekends.

The training needs of local business and industry can be customized by Irvine Valley College's Business and Professional Institute, often at a lower cost than available through private training firms and consultants. Employers determine the place and time for their employees' seminars and training sessions.

IRVINE VALLEY COLLEGE TESTING CENTER

Room B 355 (949) 451-5468

The Irvine Valley College Testing Center offers candidates from business, industry and information technologies an opportunity to become certified in Microsoft Office, Linux, A+, Cisco, MSCE, Novell, Security Certified Programs, and other professional areas. The center provides a quiet, state-of-the-art environment. On-site registration and paper testing are available.

KAPLAN ENGLISH PROGRAMS

(949) 451-5420 or 651-1165

Irvine Valley College is one of 13 centers in North America operated by Kaplan International Programs. Kaplan is a private educational institution that offers intensive English as a Second Language instruction. Kaplan programs are specially designed to prepare international students for successful study at American colleges, universities, and technical schools. Advanced students attend

classes that enhance skills needed for university studies, as well as classes that prepare them for the TOEFL. Students who successfully complete 10 weeks of advanced English at Kaplan qualify for waiver of the TOEFL requirement at IVC. The program also offers professionals an opportunity to acquire English language skills for their personal or professional needs. Kaplan is authorized under federal law to issue I-20s for applicants to obtain student visas.

Kaplan students have the opportunity to live with American host families, attend classes at a Kaplan site on the IVC campus, and access most facilities within the South Orange County Community College District. The year-round program has classes up to 25 hours per week, Monday through Friday. Special summer programs are also available.

AIR FORCE RESERVE OFFICER TRAINING PROGRAM (AFROTC)

Air Force Reserve Officer Training Corps (AFROTC) educates and trains highly qualified undergraduate and graduate students for commissioning as officers in the United States Air Force. AFROTC offers a variety of two, three, and four-year scholarships, which also come with \$750 a year for books and a monthly stipend (ranging from \$250 to \$400).

Students attending Irvine Valley College can take AFROTC at any one of the host detachment locations. For information about eligibility and program benefits, students may contact the Loyola Marymount University Department of Aerospace Studies (www.lmu.edu/afrotc) at (310) 338-2770. Additional information can also be found at www.afrotc.com.