

Credit Enrollment Guide 2012-2013

www.stlcc.edu/ceg



St. Louis
Community
College

EXPANDING MINDS • CHANGING LIVES

Calendars and Deadlines

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Mission Statement

St. Louis Community College
expands minds and
changes lives every day.
We create accessible,
dynamic learning environments
focused on the needs
of our diverse communities.

NOTE: This credit enrollment guide is published to provide information regarding registration, program/course enrollment, and payment requirements. The information in this guide is current as of March 2012. The college may change policies and procedures outlined in this guide at any time. For the most current information, visit www.stlcc.edu/ceg.

Summer 2012 Calendar

March 21.....	Web and on-campus registration begins (8 a.m.)
March 22.....	Mail/Fax registration begins
April 30.....	Deadline for completion of financial aid paperwork
May 17.....	Payment due
.....	Mail/Fax registration ends for 4-week and 10-week classes
May 18.....	Registration for senior citizens using Missouri Senior Scholarships begins for 4-week and 10-week classes
.....	Web registration ends for 4-week and 10-week classes (2 p.m.)
May 18.....	On-campus registration ends for 4-week and 10-week classes (8 p.m.)
May 21.....	4-week and 10-week classes begin
May 28.....	Memorial Day (no classes)
June 1.....	Registration for senior citizens using Missouri Senior Scholarships begins for 6-week and 8-week classes
.....	Web registration ends for 6-week and 8-week classes (2 p.m.)
.....	On-campus registration ends for 6-week and 8-week classes (4 p.m.)
.....	Mail/Fax registration ends for 6-week and 8-week classes
June 4.....	6-week and 8-week classes begin
June 8.....	Last day to withdraw with a grade of "W" for 4-week classes
June 17.....	Last day of 4-week classes*
June 18.....	6-week classes begin
June 20.....	Graduation application deadline
July 4.....	Independence Day Holiday (no classes)
July 13.....	Last day to withdraw with a grade of "W" for 6-week classes
July 13.....	Last day to withdraw with a grade of "W" for the 8-week and 10-week classes
July 15.....	Last day of 6-week classes*
July 29.....	Last day of 8-week and 10-week classes*
July 29.....	Last day to withdraw from 6-week classes
July 30.....	Grades due
July 31.....	Official degree conferral date

Fall 2012 Calendar

(Please note that there are various start and finish dates for classes during the semester.)

April 1.....	Fall 2012 FAFSA completion priority deadline
April 4.....	Web and on-campus registration begins (8 a.m.)
.....	First day to sign up for the automatic payment plan
April 5.....	Mail/Fax registration begins
June 30.....	Deadline for completion of financial aid paperwork
July 19.....	Payment Due
August 2.....	Mail/Fax registration ends
August 17.....	Web registration ends (1 p.m.)
August 17.....	Registration for senior citizens using Missouri Senior Scholarships begins
August 20.....	Semester begins
August 25.....	Saturday classes begin
August 26.....	Sunday classes begin
August 20-October 12.....	Web registration continues for Late-Start classes only
September 1-3.....	Labor Day holiday (no classes)
September 17.....	Late-Start classes begin
October 1.....	Graduation application deadline
October 12.....	Midterm
October 15.....	Midterm grades due
October 16.....	Midterm break (no classes)
October 17-19.....	Spring 2013 Priority Web registration begins. Watch your my.stlcc.edu student email for your date.
October 24.....	Spring 2013 Web and on-campus registration begins (8 a.m.)
October 25.....	Spring 2013 Mail/Fax registration begins
November 9.....	Withdrawal deadline for full-semester classes
November 22-25.....	Thanksgiving (no classes)
December 9.....	Last day of semester classes
December 10-16.....	Final exams*
December 17.....	Grades due
December 18.....	Official degree conferral date
December 21.....	Last day college open until Jan. 3, 2013

*Final exam schedule is available at www.stlcc.edu/finals

Calendars and Deadlines

Spring 2013 Calendar

(Please note that there are various start and finish dates for classes during the semester.)

October 24.....	Web and on-campus registration begins (8 a.m.)
.....	First day to sign up for the automatic payment plan
October 25.....	Mail/Fax registration begins
November 1.....	Spring 2013 FAFSA completion priority deadline
November 30.....	Deadline for completion of financial aid paperwork
December 6.....	Mail/Fax registration ends
.....	Payment Due
January 11.....	Registration for senior citizens using Missouri Senior Scholarships begins
January 11.....	Web registration ends (1 p.m.)
January 14.....	Semester begins
January 14-March 15.....	Web registration continues for Late-Start classes only
January 21.....	Martin Luther King, Jr. Holiday (no classes)
January 19.....	Saturday classes begin
January 20.....	Sunday classes begin
February 4.....	Late-Start classes begin
February 18.....	Presidents Day (no classes)
February 22.....	Withdrawal deadline to withdraw for the first 8-week courses
March 1.....	Graduation application deadline
March 8.....	Midterm
March 11.....	Midterm grades due
March 11-15.....	Spring break (no classes)
March 20.....	Summer 2013 Web and on-campus registration begins (8 a.m.)
March 21.....	Summer 2013 Mail/Fax registration begins
March 27-29.....	Fall 2013 Priority Web registration begins. Watch your my.stlcc.edu student email for your date.
March 31.....	Deadline for Board of Trustees Academic, Activity and Athletic Scholarships
April 1.....	FAFSA filing date for state grant programs
April 3.....	Fall 2013 Web and on-campus registration begins (8 a.m.)
April 4.....	Fall 2013 Mail/Fax registration begins
April 12.....	Withdrawal deadline for full-term classes only
May 5.....	Last day of semester classes
May 6-12.....	Final exams*
May 13.....	Grades due
May 14.....	Official degree conferral date
TBD.....	Commencement

*Final exam schedule is available at www.stlcc.edu/finals

Accommodations Statement

St. Louis Community College is committed to providing access and reasonable accommodations for individuals with disabilities. If you have accommodation needs, please contact the Access office at the campus where you are registering at least six weeks before the beginning of the class to request accommodations. Documentation of disability may be required.

Non-Discrimination Statement

St. Louis Community College is committed to non-discrimination and equal opportunities in its admissions, educational programs, activities and employment regardless of race, color, creed, religion, sex, sexual orientation, national origin, ancestry, age, disability, genetic information or status as a disabled or Vietnam-era veteran and shall take action necessary to ensure non-discrimination.

For information contact:

Corporate College

Lesley English-Abram, Manager,
Employment and Training Center
3221 McKelvey Road
Bridgeton, MO 63044-2551
314-539-5480

Cosand Center

Patricia G. Henderson, Manager,
Employment and Recruitment,
300 S. Broadway, St. Louis, MO
63102-2800, 314-539-5214

Florissant Valley

Laura Sterman, Vice President,
Student Affairs, 3400 Pershall Road,
St. Louis, MO 63135-1408
314-513-4250

Forest Park

Thomas Walker Jr., Vice President,
Student Affairs, 5600 Oakland Ave.
St. Louis, MO 63110-1316
314-644-9212

Meramec

Linden Crawford, Vice President,
Student Affairs, 11333 Big Bend Road,
St. Louis, MO 63122-5720
314-984-7609

Wildwood

Marilyn Taras, Director, Student Affairs,
2645 Generations Drive, Wildwood,
MO 63040-1168, 636-422-2004

ADA Title II/ Section 504 Coordinator

Donna Dare, Vice Chancellor,
Academic and Student Affairs,
300 S. Broadway, St. Louis, MO
63102-2800, 314-539-5285

Get in Sync with MySTLCC ID!

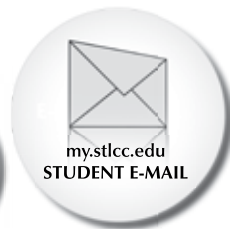
Logging in to STLCC computer services is easy!

It's as easy as **ABC...**

- Access your MySTLCC ID.
- Be smart. Change your password.
- Complete the security questions.

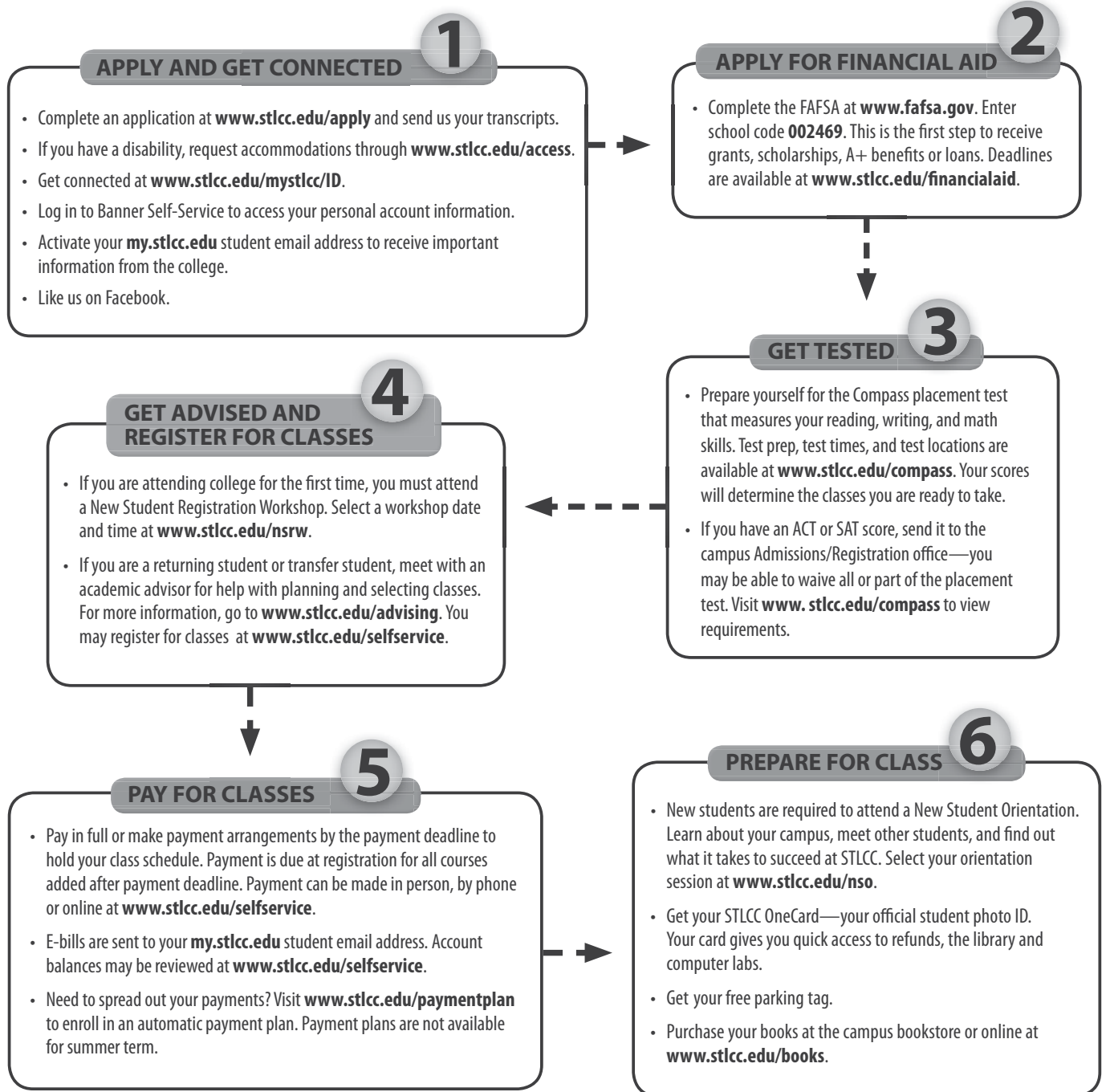
Visit www.stlcc.edu/mystlcc/ID
for more information.

Use your MySTLCC ID and choose your own
password to log in to Banner Self-Service,
Blackboard and my.stlcc.edu student email.



FLORISSANT VALLEY FOREST PARK MERAMEC WILDWOOD

Getting St. Louis Community College Started in 6 easy steps



Florissant Valley

Forest Park

Meramec

Wildwood



St. Louis
Community
College

EXPANDING MINDS • CHANGING LIVES

www.stlcc.edu

Admissions

Open Admissions Policy

In keeping with our original purpose to provide high quality, low-cost education to all area residents, St. Louis Community College has an open admissions policy, which means admission to the college is not based on minimum academic qualifications.

You must be admitted to STLCC before registering for courses. Admission applications are accepted at any time. You can apply online, or by mail or fax, or in person at any campus using a paper application. Visit www.stlcc.edu/application for more information.

Admission Classifications

Applicants for St. Louis Community College may apply as either a Regular or General student.

Regular Status

Regular status applies to students:

- Seeking a degree or certificate
- Applying for financial aid, Veterans benefits or A+ program
- Participating in intercollegiate athletics
- Attending as an international student on a student visa

To apply for Regular status, you must submit an application for admission. Official transcripts from high school and/or colleges attended must be mailed to the Admissions/Registration office. If applicable, submit GED test scores. High school transcripts or GED scores are not required if a student has 15 or more hours of transferable college credit. You must also complete the college's placement test or provide documentation to waive assessment. (See page 6.)

General Status

General status applies to all other students. To apply as a General status student, you must submit an application for admission. You must also complete the college's placement test or provide documentation to waive assessment. (See page 6.) Students may apply for Regular status at a later time.

Returning Students

Former students not enrolled during the preceding semester may re-enroll by submitting an application for readmission to the Admissions/Registration office prior to registration. This form is available at the Admissions/Registration office.

Visiting Non-Degree Students

- Complete an admission application, even if you attended STLCC in the past.
- Call Admissions/Registration to see if your test scores and/or transcripts are on file.
- Check with an academic advisor if you have questions regarding course selection and prerequisites.
- Check with your college or university advisor to determine transferability to your institution if appropriate.

Appropriate test scores, transcripts and current college or university schedules are used to determine placement in college level courses. You must document having met course prerequisites before registering. In some cases, unofficial transcripts, report cards, current schedules may be used by advisors to verify prerequisite completion.

Dual Enrollment

High school juniors and seniors may attend classes through the Dual Enrollment program. Students must fulfill the following requirements:

- Complete dual enrollment application.
- Discuss definite course or interest with counselor/principal.
- Obtain required signatures from parent/guardian and authorized school official.
- Have a cumulative high school GPA of 2.0 or higher.
- Submit copy of high school transcript.

Admissions (continued)

International Applicants

International students who wish to come to the United States under an educational visa, or who are already in the United States under visas that would allow educational pursuits may be admitted to the college. Applicants must meet minimum English language, educational, financial and health insurance requirements specified by the college. Applicants should request the international student packet from the Admissions/Registration office and follow the procedures outlined.

Non-Native English Speakers

After submitting an application, applicants who speak English as a second language must take the standardized ESL placement test, complete a writing sample and have a personal interview. Contact the Assessment Center to schedule an appointment.

Selective Programs Admissions

Standards of admission and retention have been established for certain programs and courses to make sure students have the necessary aptitude and background for success.

Students applying for a program with selective admissions criteria may be required to take additional tests for admission purposes and/or meet certain requirements to continue in the program. Contact the department, a counselor or an advisor for program specific information.

Admission to each of the following selective admission programs have additional requirements:

Clinical Laboratory Technology	Nursing
Dental Assisting	Nursing-LPN Bridge Program
Dental Hygiene	Paramedic Technology
Diagnostic Medical Sonography	Physical Therapy Assistant
Emergency Medical Technology	Radiologic Technology
Funeral Service Education	Respiratory Therapy
Occupational Therapy Assistant	Surgical Technology

Many of our selective admissions programs have wait lists.

For admissions information, visit www.stlcc.edu/selectiveadmissions.

Assessment

Assessment Test

STLCC uses COMPASS, a computerized adaptive placement test, to help you to identify your academic strengths and needs in reading, writing and mathematics. The results will determine the courses you are permitted to take and your initial progress toward your educational goals. Assessment is required for all students prior to advisement and registration. Understanding the results of the placement test is important to your academic success in your first year at St. Louis Community College.

Testing Times

At Meramec, Florissant Valley and Wildwood you may take the test from 9 a.m. to 5:30 p.m. Monday-Thursday, and Friday from 9 a.m. - 1 p.m. Forest Park tests start at 10 a.m., 2 p.m. and 6 p.m., Mondays and Wednesdays; 10 a.m. and 2 p.m. Tuesdays and Thursdays; Fridays at 10 a.m. Harrison Center tests are offered at 9:30 a.m. Monday-Thursday and 3 p.m. on Thursday. Call 314-984-7200 for testing times at South County Education & University Center.

Get Prepared

Take time to learn what will be on the test and to prepare for the test. Take the test seriously. Your efforts will prove worthwhile. Go to www.stlcc.edu/COMPASS or stop by the Assessment Center to learn what to expect on test day, and to get practice test questions and review materials.

Your placement test scores will remain valid up to three years from the semester in which the test was taken; thereafter, you will be required to retake the placement test.

Assessment May Be Waived

All or part of the COMPASS may be waived if you can provide academic credentials or written documentation for one of the following:

- A college transcript or grade report documenting successful completion (with a C grade or higher) of reading, writing or mathematics course prerequisites
- A college degree from an accredited institution
- An appropriate **ACT** score earned within the last 3 years:
 - A reading score of **18** or above to waive the reading test
 - A writing score of **18** or above to waive the writing test
 - A math score of **23** or above to waive the math test
- An appropriate **SAT** score earned within the last 3 years:
 - A critical reading score of **500** or above to waive the reading and writing tests
 - A math score of **580** or above to waive the math test

Accommodations

Applicants with a disability who require accommodations for this untimed assessment should present documentation of disability and complete an application for services through the Access office.

Academic Advising and Counseling

Academic Advising

All students are encouraged to meet with an academic advisor to ensure their success in achieving academic goals. Academic advisors can help you with: academic planning, course selection, degree requirements, schedule planning, academic policies, transfer information and course placement.

The following students are **required** to see an academic advisor or counselor:

- New first-time college students and recent high school graduates must see an advisor in a New Student Registration Workshop to register for their first semester classes. Sign up for NSRW at www.stlcc.edu/nsrw.
- Students receiving federal financial aid
- Students applying to a selective admissions program (See page 6.)
- Students who do not have the appropriate prerequisite for a specific course. If you completed a course prerequisite at another college, you must provide proof in the form of a transcript, grade report, test score report, current schedule or other appropriate documentation. (For a definition of prerequisite see page 11.)

For more information, call the Advising office or ask an advisor online at www.stlcc.edu/contact-advising.

Counseling

A staff of well qualified counselors can assist you in planning your college career as well as dealing with problems that may come up with attending school. Counselors are available by appointment or as needed for a crisis situation. All services are free to STLCC students.

Students on **academic probation** (GPA below 2.0) or **restricted probation** are **required** to see a counselor.*

Counselors can help you:

- Make decisions about educational and career goals.
- Balance the roles of student, parent, spouse and/or employee.
- Manage stress and test anxieties.
- Resolve personal problems or issues that may be getting in the way of college success.

**Standards of Satisfactory Academic Progress: All currently enrolled students are expected to make satisfactory academic progress. Students with a cumulative grade point average below 2.0 will be placed on academic probation.*



So many choices...
maybe I should
see an advisor?

Yes, you should.

Whether you're planning to transfer, pursuing an associate degree, or training for a new career, STLCC's advisors can help you make realistic and well-informed decisions about your educational path.

Advisors can assist you with:

- Academic advising
- Course selection
- Graduation checks
- Transfer advising
- Career information advising
- Degree requirements
- Student referrals

Advisors are available on any campus to speak with you on a walk-in or appointment basis, by phone or online at www.stlcc.edu/advising. New students must sign up for a New Student Registration Workshop to see an advisor and register for classes at www.stlcc.edu/nsrw

**Florissant
Valley**
314-513-4256

Forest Park
314-644-9397

Meramec
314-984-7575

Wildwood
636-422-2000

Programs of Study

AA—Associate in Arts degree
AS—Associate in Science degree

AAS—Associate in Applied Science degree
CP—Certificate of Proficiency

AFA—Associate in Fine Arts degree
CS—Certificate of Specialization

AAT—Associate of Arts in Teaching degree

Arts and Communications

African-American Studies CS
Art Education AFA
Communications AA
Deaf Communication Studies:
 American Sign Language CS
Deaf Communication Studies:
 Interpreter Education AAS
Digital Media CS
 Animation CS
 Digital Photography CS
 Interactive Design CS
 Page Layout/Graphic Design CS
 Video Art CS
General Fine Arts AFA
Graphic Communications AAS AFA
Information Reporting: Options
 Captioning AAS CP
 CART AAS CP
 Judicial AAS CP
Mass Communications AAS
Music AA
Photography AFA

Business, Management and Technology

Accounting AAS CP
Business Administration AA AAS CP CS
 Management Option AA
Computer Accounting Technology CS
Computer Science AS
Construction Office Management CS
Dietetic Technology AAS
Food Service Management AAS
Health Information Technology AAS
Hospitality Studies
 Baking and Pastry Arts AAS
 Culinary Arts AAS
 Hotel and Restaurant Management AAS
Information Systems: Options
 Computer Network Specialist AAS
 Microcomputer Support Specialist AAS
 Office Information Coordinator AAS
 Software Developer AAS
Information Technology:
 Network Administration CP
 IT Help Desk/End User Support CS
Management and Supervisory
 Development AAS* CP* CS
Microcomputer Applications CS

Nutrition Care AAS
Oracle Developer CP
Sales AAS* CS*
Sustainable Construction CS
Travel and Tourism AAS
 Event Planning CS
 Travel and Tourism Foundations CS
Web Development CS

Engineering and Industrial Technologies and Trades

Architectural Technology AAS
Automotive Technology AAS CP CS
 Ford Asset Option AAS
Building Inspection and Code
 Enforcement Technology AAS CP
 Housing Inspection Option CP
Civil Engineering Technology AAS
Computer Aided Design CS
Computer Aided Manufacturing CS
Computer Integrated Manufacturing AAS**
Construction Management Technology AAS
Diesel Technology AAS CP CS
Electrical/Electronic Engineering Technology
 AAS
Interior Design AAS
Kitchen and Bath Design CP
Land Surveying Technology-Geomatics CP**
Maintenance Mechanic CS
Manufacturing Technology AAS*
Mechanical Engineering Technology AAS
Network Engineering AAS CP
Plastics Technology CS
Quality Technology AAS CP CS
Robotics Technology AAS*
Skilled Trades Industrial Apprenticeship
 Training:
 Electrician CP
Skilled Trades Industrial Occupations
 Technology AAS CS
Sustainable Construction CS
Sustainable Energy Technology CS
Sustainable Environmental Design CS
Telecommunications Engineering
 Technology: Basic Electronics CS

General Transfer Studies

General Transfer Studies AA
International Studies Option AA CS

Health Services

Clinical Laboratory Technology AAS
Dental Assisting CP
Dental Hygiene AAS
Diagnostic Medical Sonography: Options
 Cardiac Sonography CP
 Medical Sonography CP
 Vascular Technology CP
Emergency Medical Technology CP CS
Medical Billing and Coding CP
Nursing AAS
Occupational Therapy Assistant AAS
Paramedic Technology AAS
Physical Therapist Assistant AAS
Radiologic Technology AAS
Respiratory Therapy AAS
Surgical Technology CP

Human Services

Addictions Study CS
Criminal Justice: Options
 Corrections AAS CP
 Law Enforcement AAS CP
Early Care and Education AAS CP
 Developmental Disabilities Option AAS
Fire Protection Technology AAS CP
Funeral Directing CS
Funeral Service Education AAS
Human Services AAS
Legal Studies for the Paralegal AAS CP
Teaching AAT

Sciences and Science Technology

Biotechnology AAS CS
Chemical Technology AAS CP
Engineering Science AS
Horticulture AAS CP CS
 Landscape Design CP
 Landscapes and Gardening CS
Life Sciences AA
Life Science Laboratory Assistant CS**
Mathematics AA

**Pending deactivation as of printing of the Credit Enrollment Guide*

***Pending approval as of printing of the Credit Enrollment Guide*

Apply Early for Financial Aid

Financial Aid Process

Need help paying for college? If so, you are encouraged to complete the Free Application for Federal Financial Aid (FAFSA) as soon as possible after **Jan. 1** once you've filed your income taxes.

Visit www.fafsa.gov to apply for financial aid and a personal identification number (PIN). Be sure to use the STLCC school code: **002469** when filling out the online FAFSA.

Remember, you must be admitted to STLCC with Regular admission status to receive financial aid. This includes submitting

transcripts from high school, GED, and/or all colleges previously attended, and completion of placement test requirements. If you submit college transcripts, complete a Transcript Evaluation Request form located at www.stlcc.edu/transcripteval.

After completing your FAFSA, check the status of your financial aid application at www.stlcc.edu/selfservice. Information about financial aid, scholarships, federal grants, loans, work study, and Missouri state programs is available at www.stlcc.edu/financialaid.

How Much Will It Cost?

Because much of the support for St. Louis Community College comes from state funds and local taxes, students who live within the service area of the college pay a small part of the cost for their education.

Fees Per Credit Hour for Summer 2012

- District residents—\$88
- Other Missouri residents—\$134
- Out-of-state residents—\$179
- International students—\$189

Fees Per Credit Hour for Fall 2012

- District residents—\$93
- Other Missouri residents—\$139
- Out-of-state residents—\$189
- International students—\$199


Fees Per Credit Hour for Spring 2013

- District residents—\$93
- Other Missouri residents—\$139
- Out-of-state residents—\$189
- International students—\$199

These fees, including maintenance and other fees, are subject to change without notice. Check www.stlcc.edu/CollegeCost for the most current information. Any books, materials or special equipment that may be required for classes are at the expense of the student.

St. Louis Community College Service Area

The district service area includes the City of St. Louis, St. Louis County and portions of Franklin and Jefferson counties, which are part of the Meramec Valley R-3 School District and the Rockwood R-6 School District. More information on the definition and proof of residency may be found at www.stlcc.edu/fees.



You CAN afford college.

➤ **Find out how.**
www.stlcc.edu/financialaid
It all starts with the FAFSA.

The **FAFSA**—the **Free Application for Federal Student Aid**—is the application to determine eligibility for federal, state and college-sponsored financial aid, including grants, educational loans and work-study programs.

You can fill out the FAFSA on the Web at www.fafsa.ed.gov or request a paper application by calling **1-800-4-FED-AID (1-800-433-3243)**. When filling out the FAFSA, use the St. Louis Community College school code: **002469**.

Financial Aid Priority Deadlines

- **March 31**
Board of Trustees Academic, Activity and Athletic Scholarship application deadline
- **April 1**
FAFSA filing date for state grant programs
- **April 30**
All financial aid paperwork must be complete to guarantee disbursement of funds by first day of summer semester.
- **June 30**
All financial aid paperwork must be complete to guarantee disbursement of funds by first day of fall semester.
- **November 1**
STLCC's priority completion of FAFSA for spring semester
- **November 30**
All financial aid paperwork must be complete to guarantee disbursement of funds by first day of spring semester.

How Much Will It Cost? (continued)

Additional Fees

If a bank returns a check as uncollectible, a \$25 fee will be owed along with the original balance. A financial hold will be placed against the student's record and the student may be dropped from class until this debt has been cleared.

Fee Reduction for Senior Citizens

Persons 60 years or older who are residents of the St. Louis Community College district may enroll in most credit courses at a 50 percent reduction in the usual fees. Reduction must be applied for at time of registration.

Missouri Senior Scholarships

Senior citizens 65 years of age or older, who are residents of Missouri, may audit credit courses on a space-available basis for a \$15 non-refundable registration fee.

Senior citizens pay all other costs such as materials, books and supplies. Proof of age and residency are required. Senior citizens must enroll for an audit grade (no credit). Students may not receive a refund for a paid course in order to enroll for a free space in that same course. Registration for senior citizens using Missouri senior scholarships begins the Friday before classes begin.

Get Connected

MySTLCC ID

You will need to use your MySTLCC ID and password to log in to the STLCC computer services including Banner Self-Service and my.stlcc.edu student email.

You will receive your initial login information, including your STLCC student ID #, in your admission letter.

To activate your MySTLCC ID and password visit www.stlcc.edu/MySTLCC/ID. It is as easy as **ABC**...

- **A**ccess your MySTLCC ID.

Find out what your MySTLCC ID is by visiting www.stlcc.edu/MySTLCC/help. You will need your student ID "A" number and date of birth to access it.

- **B**e smart! Change your password.

Your current password is your STLCC student ID "A" number with a # symbol at the end—be sure to use a capital A. (Password example: A12345678#).

You will be required to create a new secure password with a minimum of 10 characters. It must contain at least three out of four of the following criteria:

- At least one number
- At least one upper-case character
- At least one lower-case character
- At least one special character such as:
! @ # % ^ * = + - ; : , . / ? _ () ` ~ -

- **C**omplete your security questions.

After you have reset your password, the next step is to complete the MySTLCC ID password reset security questions. This function will allow you to choose your own security questions in case you forget your password.

my.stlcc.edu Student Email

Once you have been admitted to STLCC, you will be given a my.stlcc.edu student email account. This account is the official means of communication from St. Louis Community College. Get the information on financial aid, assignments, registration deadlines, library holds and overdue notices as well as course work and other important information you will need through your student email account.

Visit www.stlcc.edu/studentemail to find out how to activate your my.stlcc.edu student email account.

Banner Self-Service

Banner Self-Service is the online tool that allows you to "plug in" to St. Louis Community College and manage your personal and academic information.

You will need to use your MySTLCC ID and password to log in to this tool. If you have not completed the MySTLCC ID change password and security questions applications, you will need to do so **before** you can log in to Banner Self-Service.

Log in to Banner Self-Service to:

- Register online
- Pay For classes
- Check grades
- Verify financial aid information
- View your account
- Receive e-bills
- See priority registration dates
- Verify degree
- Audit degree

Activate your
my.stlcc.edu
student email account

by visiting
www.stlcc.edu/studentemail.



How to Find Classes

You can choose your STLCC classes and build your schedule through the online schedule at www.stlcc.edu/schedule.

The online schedule provides information on times, locations, descriptions and prerequisites* for all credit courses as well as non-credit continuing education courses.

Credit Hour Limit

Students may take a maximum of 18 hours in the fall and spring semesters, and 12 hours in the summer. Permission may be granted for an overload by a counselor.

MyList

The MyList feature allows you to place classes in a “shopping list” while searching the class schedule. When you’re finished selecting your classes, you can print your MyList to use as a reference when you register.

Note: MyList is just a listing of the classes you have selected—it does not mean you have registered for these classes.

For more information on how to use the online class schedule, visit www.stlcc.edu/sched-tutorial.

***What is a Prerequisite?** A prerequisite is a requirement or other condition that must be met prior to entering a course. It is the responsibility of the student to make sure all course prerequisites are met before registering.

You can find the prerequisites for a class by clicking on the course title while using the online schedule or in the online catalog at www.stlcc.edu/catalog.

If you need more information, contact the Academic Advising office.

Online Learning

Online classes include full or partial (hybrid) online courses for highly motivated students who are looking to add flexibility to their busy schedules. Basic computer literacy and high-speed Internet access are required.

Online courses may have an orientation and/or exams held on campus or at instructor-approved sites, or they may be completely online over the Internet depending on the specific course.

Hybrid courses are taught on campus and online, combining traditional face-to-face classroom instruction with computer-based distance education.

Are You Ready for Online Learning?

To learn if you have what it takes to be a successful online learning student, take the online READI assessment available at www.stlcc.edu/online_learning. You will get instant feedback.

Registration

You can register for online learning courses using the same methods as any other credit class. See page 12 for more information.

Books

Students should purchase books before courses begin. Books may be ordered online at www.stlcc.edu/books or purchased at the campus bookstore. Books may also be mailed to students for an additional charge.

Accessibility

Individuals with disabilities who are in need of auxiliary aids or accommodations should contact the campus Access office or www.stlcc.edu/access.

All online learning students have access to campus services, including advising, study skills and tutorial assistance, libraries and learning labs.



Get out of line
and get online!

Save time – register online.

[Registration & Information Banner Self-Service](http://www.stlcc.edu/selfservice) - www.stlcc.edu/selfservice
[Interactive Class Schedule](http://www.stlcc.edu/schedule) - www.stlcc.edu/schedule

Access your **MySTLCC ID** before logging in to Banner Self-Service.
www.stlcc.edu/mystlcc/ID.



Register for Classes

There are several ways to register for classes once you have selected what you want to take:

- **Online**
Log in to Banner Self-Service at www.stlcc.edu/selfservice.
- **On-Campus/In Person**
Complete a registration form (available at www.stlcc.edu/document_LMF_registration.pdf) and take it to the Admissions/Registration office at the campus of your choice.
- **Mail/Fax**
Complete a registration form (available at www.stlcc.edu/document_LMF_registration.pdf) and mail or fax it to the Admissions/Registration office at the campus of your choice.

Refer to the calendars on pages 2 and 3 for dates and times of registration for each semester.

How To Look Up Classes Online

- Go to www.stlcc.edu/schedule.
- Select a term. The latest term will display by default. Click the drop down list to select a different term. Terms that are open for registration are marked with an (*).
- Select a location. Click on the checkbox(es) next to the desired locations.
- Click on a subject. To select more than one subject at a time hold the "CTRL" button while clicking. When you select a subject the courses offered will be listed in the box to the right.
- Select courses. Check the box by each course you would like displayed.
- Select how you would like your courses displayed: all sections, open only or closed only.
- Click on Display Classes button to view sections, days and times.
- Build your class list by selecting courses in the MyList column. This does not register you for the course, it only allows you to create a list.

How to Register Online

- Go to www.stlcc.edu and click on MYSTLCC in the upper right corner. Next, you will select Banner Self-Service on the right side of the page.
- Log in to Banner Self-Service by clicking on the green LOGIN box. Enter your MySTLCC ID and password and click on the login button.
- Select Student Services & Financial Aid tab.
- Click on Registration.
- Click on Registration (again). Read and click OK on the popup box.
- Select Credit Term (Fall, Spring, Summer) for registration.
- Copy and Paste CRNs from your MyList or manually enter the CRNs to register. CRNs are the 5-digit course reference numbers associated with each class.
- Click Submit Changes. The courses you have entered will be displayed under the Current Schedule heading. The terms "Web-Registered" should be next to each course you entered. Otherwise, it will state any errors you may have received.
- When finished, click Registration Fee Assessment and review your courses and fees.

Students may **NOT** register online if they are academically suspended or are on academic or restricted probation.

All students in these categories need to see a counselor before registering for classes:

- Those who have a financial obligation to the college.
- Those who are registering under any special arrangements (including senior citizen benefits and international students).
- Those who have not met the course prerequisite.
- Those who are auditing a class.

Common Registration Errors and Holds

- **You may not add or drop classes due to holds on your record.**
Select Student Services and Financial Aid tab, Click on Student Records and click on View Holds. Contact the appropriate office for your type of hold.
- **You require re-admission prior to registration.**
You must complete an application for readmission form in the Admissions/Registration office or reapply online.
- **User has no student record.**
You have selected a semester/term in which you are not eligible to register. For example, you applied for the spring semester and are trying to register for the fall semester.
- **Registration is not available at this time.**
Online registration is not open; please refer to dates and times for registration.
- **Prerequisite and Test Score Error**
You must see an academic advisor (see page 7).
- **Corequisite**
Corequisite means that you are required to take two courses at the same time and therefore you must also register for the corequisite course.
- **Time Conflict Error**
You are trying to register for courses that have times that conflict with one another. You should find a new section for one of the courses.
- **Closed Section**
The section/course you are trying to register for is closed. You will have to find a different section or course.
- **Maximum Hours Exceeded**
You are trying to enroll in more credit hours than you are allowed. You will need to see a counselor for approval to take more hours than allowed.
- **Course Program Coordinator/ESL Coordinator/Academic Advisor/Counselor**
You must receive permission from the appropriate person to register for the specific section or course.
- **Duplicate CRN**
There is a glitch in the system and you should contact the Admissions/Registration office.
- **New Student Registration Workshop**
All new students and recent high school graduates must attend NSRW prior to registering for classes. Sign up for NSRW at www.stlcc.edu/nsrw.

Making Changes to Your Schedule

You may drop, add or substitute classes during the published registration dates. If you add a class after the payment deadline, you must pay the fees (or make payment arrangements) the day the change is made to avoid being dropped from that class.

To formally withdraw from a class, you must submit an Add/Drop/Audit/Withdrawal form in person at the Academic Advising office. "W" grades will be recorded for all course withdrawals submitted after the 100 percent refund period established by the college, but the withdrawal process must be completed prior to the end of the college's 12th week of classes. Classes less than a full semester in length will have different deadlines. Refer to the adjacent deadline chart.

Auditing Courses

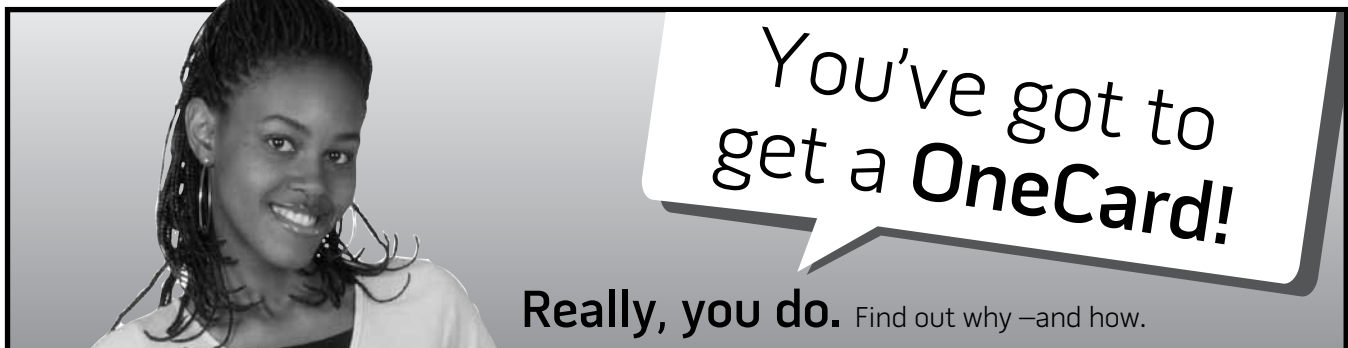
Audit (T) is an enrollment status that signifies no intent to earn credit. It carries no implication concerning class attendance or skill accomplishment. Students auditing a class are subject to the same fees and requirements as regular class members. Students may change from audit to credit status or credit to audit status only during the 50 percent refund period. (See page 15.) Students registering online must make the switch from credit to audit in person at the Admissions/Registration office during the same refund period.

Withdrawal Deadlines:

<u>Length of Class</u>	<u>Withdrawal by Friday of:</u>	
15 weeks	12th week	November 9 for Fall 2012 April 12 for Spring 2013
14 weeks	11th week	
13 weeks	10th week	
12 weeks	9th week	
11 weeks	9th week	
10 weeks	8th week	July 13 for Summer 2012
9 weeks	7th week	
8 weeks	6th week	July 13 for Summer 2012
7 weeks	6th week	
6 weeks	5th week	July 20 for Summer 2012
5 weeks	4th week	
4 weeks	3rd week	
3 weeks	2nd week	June 8 for Summer 2012
2 weeks	1st week	
1 week	within 3 working days	

Drop for Nonattendance

Students who have registered for a course and are listed on the official class roster and fail to attend that class within the first two weeks shall be administratively withdrawn from the course. Such a withdrawal will be transcribed, and in accordance with present policy, no refund will be issued.



You've got to get a OneCard!

Really, you do. Find out why –and how.

The STLCC OneCard



What is it?

- Your official student ID card
- An easy-to-use debit card
- Quickest way to receive refunds from STLCC

How do you get it?

- First, register for classes.
- Update your mailing address through Banner Self-Service at www.stlcc.edu/selfservice.
- Have a new photo taken at your campus location.*
- Watch for your STLCC OneCard to arrive in the mail.

It's that EASY!

MORE INFORMATION is available at www.STLCCOneCard.com. Initial cards are free. Replacement cards cost \$25.

*Locations for photos:

Florissant Valley: Campus Life office
 Forest Park: Campus Life office
 Meramec: Campus Life office
 Wildwood: Information desk
 South County Education & University Center: Student Services area
 William J. Harrison Education Center: Admissions/Registration office

How to Pay for Your Classes

Methods of Payment

Fees may be paid by cash, check, money order, debit card (with a MasterCard or Visa logo), VISA, MasterCard, American Express, Discover or financial aid (by previous arrangement).

Online payments are accepted when using a debit card and the credit cards mentioned above or ACH (automatic clearing house) payments using checking or savings account information. All checks will be converted to an electronic ACH transaction whether the payment was made in person, mailed, placed in a drop box or made online.

You can pay your fees:

- **Online** using a credit/debit card (with a MasterCard or Visa or America Express logo), or ACH using checking/savings account at www.stlcc.edu/selfservice.
- **In person** at the Cashier's office.
- **Through the U.S. Postal Service:** Mail to the Cashier's office.
- **By telephone:** Cashier's office—credit/debit (with a MasterCard or Visa or America Express logo) card or ACH.
- Dropping your check or credit card number (no cash) in the **drop box** at:
 - Forest Park – hallway next to Cashier's office inside Student Center
 - Florissant Valley – Campus Police
 - Meramec – main entryway at Clark Hall
 - Wildwood – Student Services Room 105
- By enrolling in the **e-Cashier Automatic Payment Plan**. You can enroll in the plan after registration at www.stlcc.edu/paymentplan.



It's a simple, secure and easy way to spread your maintenance fees (tuition) over a period of time. The payment plan is **only available for fall and spring semesters**.

The plan offers easy online enrollment, flexible payment options—the sooner you sign up, the more months you have to pay—no interest or finance charges assessed (the automatic payment plan is not a loan program) and there is no credit check.

The cost to participate in this interest-free automatic payment plan is a \$21 per semester nonrefundable enrollment fee.

Payment Deadlines

Refer to the calendars on page 2 and 3 for payment deadlines. If you are receiving financial aid, see page 9.

Payment Responsibilities

As an STLCC student, you are responsible for paying all college fees to ensure that your classes are not dropped. Your registration is not complete until payment is received in full.

If you complete your financial aid file after the deadline, you must pay your fees by the payment deadline to ensure that classes are not dropped. You can enroll in the e-Cashier Automatic Payment Plan at www.stlcc.edu/selfservice. You may be eligible for the Pending Aid Payment Plan if you have submitted a FAFSA indicating Pell Grant eligibility. For more information, visit www.stlcc.edu/financialaid.

If you register for a class and decide not to attend a class, you must officially drop the class within the refund deadlines, otherwise you will be charged in full for the course and will not receive a refund.

Any student with an outstanding balance due for maintenance fees will not be able to continue in class, register for future classes or obtain a transcript or diploma.

Drop for Nonpayment

You will be dropped from your courses unless all fees are paid in full by the payment due date or you have enrolled in the payment plan. Check with the campus Cashier's office concerning fee payment.

I don't have to pay all my tuition up front?

Check out the Automatic Payment Plan.

This plan is not a loan program, but a service that automatically deducts your maintenance fees (tuition) from your bank account or credit card.

➤ www.stlcc.edu/paymentplan

Advantages:

- No interest or finance charges assessed and no credit check.
- Flexible payment options – the sooner you sign up, the more months you have to pay.

Enrollment Opens:

- **Fall 2012 – April 4**
After July 19, 2012, you must enroll for e-Cashier the day you register for classes.
- **Spring 2013 – Oct. 24**
After Dec. 6, 2012, you must enroll for e-Cashier the day you register for classes.

You must register for classes before enrolling in the payment plan.

Refunds

Students withdrawing from a course prior to or during the early part of the semester will be eligible for a refund of fees based on the following schedule:

For full semester classes:

	<u>Fall 2012</u>	<u>Spring 2013</u>
100% refund	Aug. 18 (1 p.m.)	Jan. 12 (1 p.m.)
80% refund	Aug. 24	Jan. 18
50% refund	Sept. 7	Feb. 1
0% refund	Sept. 8 and after	Feb. 2 and after

For Summer 2012 and off-schedule classes:

A 100 percent refund will be issued through the end of the day before class begins. (A "day" is defined as a working day.)

<i>Length of course</i>	<i>80% refund through the end of the</i>	<i>50% refund through the end of the</i>
15 week session	1st week of session	3rd week of session
14 week session	1st week of session	3rd week of session
13 week session	1st week of session	3rd week of session
12 week session	1st week of session	3rd week of session
11 week session	1st week of session	2nd week of session
10 week session	1st week of session	2nd week of session
9 week session	1st week of session	2nd week of session
8 week session	4th day of session	2nd week of session
7 week session	3rd day of session	1st week of session
6 week session	3rd day of session	1st week of session
5 week session	2nd day of session	1st week of session
4 week session	2nd day of session	1st week of session
3 week session	1st day of session	3rd day of session
2 week session	1st day of session	2nd day of session
1 week session	1st day of session	None

Refunds are returned to the source used to pay for the course(s), normally within three weeks.

Federal Financial Aid (Title IV) Recipients

Title IV of the Federal Higher Education Act (HEA) requires that students who receive federal grants (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant) and federal loans repay some of their federal financial aid if they do not attend class through 60 percent of the term. Most students who do not attend at least one class through the 60 percent point of the term will owe some of their Title IV aid back to the U.S. Department of Education. Visit www.stlcc.edu/fin-aid-refund-policy to learn more about the return of unearned Title IV funds as required by HEA Title IV law and regulations.

Medical/Job-Related Withdrawals

If you withdraw from all classes for medical or job-related reasons, you may receive a pro-rated refund when acceptable evidence of the necessity to withdraw (verified by your physician/employer) is presented. An instruction sheet detailing the procedure is available from the Admissions/Registration office.

Active Duty Military Service

A refund for classes in progress will be issued to students forced to withdraw as a result of being called to active duty military service. It is the responsibility of the student to complete withdrawal procedures and submit a copy of military orders.



Study Abroad Opportunities

St. Louis Community College offers short- and long-term study abroad programs in different regions of the world. Participating students earn college credit and gain knowledge and experience while exploring other cultures and countries.

<u>Location</u>	<u>Dates</u>	<u>Academic Focus</u>
Canterbury, England	September 10-December 10, 2012	Semester Abroad – General
Canterbury, England	January 7-April 14, 2013	Semester Abroad –General
Italy	March 7-16, 2013	Italian language and culture
Italy	March 9-March 17, 2013	Art
London	May 17-May 26, 2013	Literature and culture
London	May 27-June 6, 2013	Photography
Brazil	May 26-June 9, 2013	Business Administration
Russia	May 20-June 3, 2013	Art
Costa Rica	May 28-June 3, 2013	Music
Istanbul, Turkey	June 3-June 12, 2013	History/Culture
Costa Rica	June 12-July 3, 2013	Spanish Language
Stuttgart, Germany	July 22-July 31, 2013	History/Culture/Language
Berlin, Germany	August 1-August 12, 2013	History/Culture/Language

Contact Chris Sulincevski at 314-539-5350 or csulincevski@stlcc.edu, or visit www.stlcc.edu/programs/study_abroad for more information.

General Information

Access Office – disAbility Support Services

The college offers support services for students who have documented disabilities of a temporary or permanent nature. The Access office provides the following services: individual advising and counseling; coordination of needed classroom accommodations; interpreters, readers and writers; consultation with faculty and staff members regarding accommodation needs; and liaison with community professionals and agencies. To qualify for services, students must identify themselves to the Access office and provide current written documentation of a disability from a qualified professional or agency. Students should contact the Access office at least six weeks prior to the beginning of each semester to ensure that accommodations can be in place when classes begin. For more information, visit www.stlcc.edu/disAbility or call the campus Access office at the campus of your choice.

Attendance

Students are expected to attend classes. Excessive absences, as determined by the instructor, may result in a failing grade for any course.

Children Unattended

Students are not permitted to bring children to class; nor should children be left unattended in the halls, offices, library, Student Center or any other location on campus. The college reserves the right to protect the safety and welfare of unattended children and will institute appropriate action.

Clinical and Field Work

Some degree and certificate programs require students to obtain clinical or other field experience as part of their course work. Students with criminal convictions or drug use may have difficulty progressing in these programs. **Healthcare facilities, educational facilities and other field experience settings may mandate that a criminal background check and/or drug screening check (at the student's expense) be conducted prior to placement in a clinical or field setting. Students not passing these checks may be prohibited from participating in the clinical or field experience, thus rendering the student ineligible to satisfactorily meet the course/program requirements.** Students should contact an academic advisor or the program chair/coordinator for further details.

Confidentiality of Student Records

St. Louis Community College has a duty to maintain accurate and confidential student records. The college recognizes students' rights to have access to their own educational records; moreover, the college limits such access by others in accordance with the Family Educational Rights and Privacy Act of 1974. Students may review their official educational records by submitting a written request to the Admissions/Registration office. For those wishing to question

the accuracy or appropriateness of their records, a form requesting a challenge is available in the Admissions/Registration office. With certain exceptions, records cannot be released without prior consent. If students do not want directory information released, they must notify the Admissions/Registration office on the first day of each term during which the student wishes the withholding to be effective.

Credit Transfer Policy

To transfer courses to St. Louis Community College:

- Request official transcripts of previously earned credit from all colleges and universities attended be sent directly to the Admissions/Registration office. Hand-carried or faxed copies will not be accepted. When all transcripts are on file, students must submit a request to have their transcripts evaluated. Transcript Evaluation Request forms may be obtained in Academic Advising or online at www.stlcc.edu/transcripteval, and must be returned to the Admissions/Registration office. Students will be notified when their evaluation is complete. This process is **required** for all students receiving financial aid from STLCC.
- Transfer credit is not given for courses that are below 100-level; however, completion of such courses may serve as fulfillment of prerequisites for other courses. Students should consult with Academic Advising for clarification.
- A transfer student may invoke the transfer appeals process to challenge an institutional decision on the acceptance of credit(s) from regionally accredited Missouri public colleges and universities. Contact the STLCC vice chancellor of academic and student affairs for more information.

To transfer courses to another institution:

- Students planning to transfer credits to another college or university should contact the college or university prior to enrollment. Course transferability is determined by the accepting institution. For more information, visit www.stlcc.edu/transferguides. Please refer to "transcripts" on page 17 for information on how to have your transcripts sent.

Graduation Applications

Students who expect to graduate at the end of a given term must file an application for their degree or certificate in the Admissions/Registration office. The deadlines are **March 1** for spring, **June 20** for summer and **Oct. 1** for fall. Students should meet with an advisor or counselor to review the graduation requirements for the desired degree or certificate. When the Graduation Application has been completed and signed by the student and an academic advisor or counselor, the student must return the application to the Admissions/Registration office.

General Information

Non-Credit Courses

Non-credit courses are offered through Continuing Education and are listed in a separate schedule and online at www.stlcc.edu/schedule. If you are interested in upgrading your skills to advance your career, start your own business, develop a new hobby, or simply learn something new and interesting to enrich your life, contact the Continuing Education office. Visit www.stlcc.edu/continuing_education for more information.

Service Learning

Service Learning/Civic Engagement is a teaching and learning method of action and reflection that connects the student's academic study with problem-solving experiences in local community settings using the community as a textbook. Students who are interested in learning more about the program should contact the Service Learning/Civic Engagement Coordinator on their campus.

Tobacco Free Policy

The college is committed to providing an environment that is safe and healthy. Use of tobacco products is prohibited on all college property and in all college vehicles. There will be no designated smoking areas within the property boundary.



Students who violate this tobacco-free policy now may receive disciplinary action, including a fine of \$15 and holds placed on registration and transcripts. Students' transcripts will not be released,

and registration for subsequent semesters will not be permitted, until all violations and related fees have been cleared.

Transcripts

Transcripts may be requested by completing a transcript request form available at the Cashier's office at Florissant Valley and Forest Park, the Admissions/Registration office at Meramec, and the Information Desk at Wildwood. This form is also available online at www.stlcc.edu/Student_Resources/Transcripts.html. Students may choose to mail a request directly to Central Student Records, 5600 Oakland Avenue, Room B-13, St. Louis, Mo. 63110. A \$5 fee is charged for each transcript requested. Unofficial transcripts are available for students through Banner Self-Service (current students only) and in person at the Admissions/Registration office or campus Advising Centers.

Locations and procedures may change during the 2012-2013 academic year. Please check for current procedures on the college's website. You will find transcript information and the request form under Student Resources/Transcripts at www.stlcc.edu/Student_Resources/Transcripts.html.

Veterans Education Benefits

Students applying for Veterans Education Benefits must contact the veterans representative in the Admissions/Registration office on campus. Students who wish to receive Veterans Education Benefits must have Regular student status and must declare a program of study.

I just ordered my textbooks online!

Get out of line and get online.

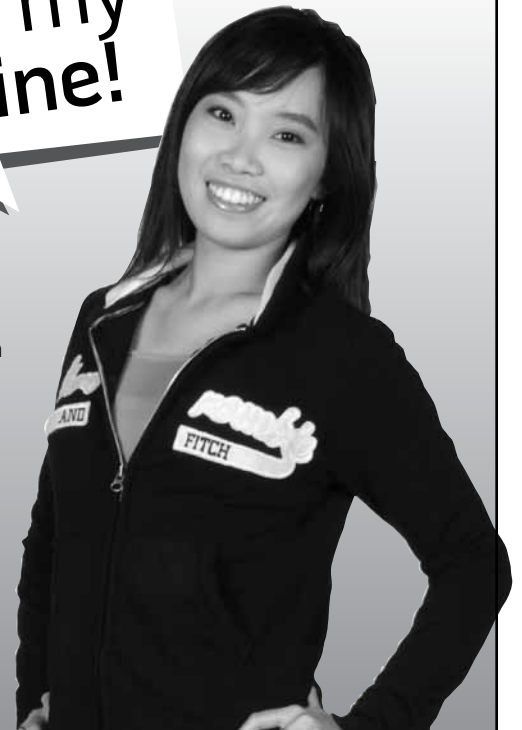
The online bookstores offer you the option of ordering your books and having them ready for pickup at the bookstore or having them shipped directly to you.

- Books for **Summer 2012** go on sale **May 7**.
- Books for **Fall 2012** go on sale **Aug. 6**.
- Books for **Spring 2013** go on sale **Jan. 2, 2013**.

The bookstores offer textbooks, merchandise and services to support your educational needs. They also carry a wide variety of STLCC apparel, gifts, computers, software and general school supplies.

Visit www.stlcc.edu/Student_Resources/Bookstores.html for hours of operation.

Book buyback is offered at the end of each term.



Florissant Valley • 314-513-4304 • www.flovalleybookstore.com
Forest Park • 314-951-9893 • www.forestparkbookstore.com
Meramec • 314-984-7660 • www.meramecbookstore.com
Wildwood • 636-422-2030 • www.wildwoodbookstore.com

Campus Contact Information

	Florissant Valley	Forest Park
Access Office, disAbility Support Services	314-513-4551 Upper Level, Student Center Monday-Friday: 8 a.m.-4:30 p.m. Evenings available by appointment www.stlcc.edu/disAbility	314-644-9039 G-215 Monday & Thursday: 8 a.m.-7 p.m. Tuesday, Wednesday & Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/disAbility
Admissions/Registration	314-513-4244 First Floor, Administration Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/admreg	314-644-9127 SC-200 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/admreg
Advising	314-513-4256 First Floor, Administration Registration Hours: Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.	314-644-9261 SC-110 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.
Assessment	314-513-4292 First Floor, Administration Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.	314-644-9233 G-229 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.
Bookstore	314-513-4304 Lower Level, Student Center www.flovalleybookstore.com	314-951-9893 SC-100 www.forestparkbookstore.com
Campus Life	314-513-4294 Upper Level, Student Center Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/fv/campus_life.html	314-644-9137 SC-176 Monday-Thursday: 8:30 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/fp/campus_life.html
Campus Switchboard	314-513-4200 Monday-Friday: 8:30 a.m.-4:30 p.m.	314-644-9100 Monday-Thursday: 8 a.m.-8 p.m. Friday: 8 a.m.-4:30 p.m.
Cashier's Office <i>Call for extended hours during peak registration.</i>	314-513-4520 Upper Level, Student Center Registration Hours: Monday-Friday: 8 a.m.-4:30 p.m.	314-644-9738 SC-122 Monday-Thursday: 8 a.m.-5 p.m. Friday: 8 a.m.-4 p.m.
Counseling	314-513-4252 Upper Level, Student Center Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.	314-644-9251 F-217 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.
Online Learning	314-539-5185 www.stlcc.edu/online_learning	314-539-5185 www.stlcc.edu/online_learning
Financial Aid	314-513-4231 Second Floor, Administration Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/financialaid	314-644-9979 SC-205 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/financialaid
Study Abroad	314-539-5350 www.stlcc.edu/programs/study_abroad	314-539-5350 www.stlcc.edu/programs/study_abroad
Transcripts	314-644-9670 Monday-Friday: 8 a.m.-5 p.m. Central Student Records 5600 Oakland Avenue, Room B-013 St. Louis, MO 63110	314-644-9670 Monday-Friday: 8 a.m.-5 p.m. Central Student Records 5600 Oakland Avenue, Room B-013 St. Louis, MO 63110
Veterans Services	314-513-4247 First Floor, Administration Monday-Friday: 8 a.m.-4 p.m.	314-644-9104 SC-226 Monday-Thursday: 8 a.m.-4:30 p.m.

Campus Contact Information

	Meramec	Wildwood
Access Office, disAbility Support Services	314-984-7673 1st floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-7 p.m. Friday, 8 a.m.-4:30 p.m. www.stlcc.edu/disAbility	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-7 p.m. Friday, 8 a.m.-4:30 p.m. www.stlcc.edu/disAbility
Admissions/Registration	314-984-7601 1st floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/admreg	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-8 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/admreg
Advising	314-984-7575 2nd floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.
Assessment	314-984-7596 Communications North 229 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m.	636-422-2000 Student Services Center Monday-Thursday: 9 a.m.-5:30 p.m. Friday: 9 a.m.-1 p.m.
Bookstore	314-984-7660 1st floor, Student Center www.meramecbookstore.com	636-422-2030 1st floor, 108 www.wildwoodbookstore.com
Campus Life	314-984-7641 Student Center 221 Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/mc/campus_life	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/ww/campus_life
Campus Switchboard	314-984-7500 Monday-Thursday: 7:30 a.m.-8:30 p.m. Friday: 7:30 a.m.-4:30 p.m. Saturday: 8:30 a.m.-noon	636-422-2000 Monday-Thursday: 8 a.m.-9 p.m. Friday: 8 a.m.-4:30 p.m. Saturday: 8:30 a.m.-noon
Cashier's Office	314-984-7736 1st floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4 p.m.	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-8 p.m. Friday: 8 a.m.-4 p.m.
Counseling	314-984-7575 2nd floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-8 p.m. Friday: 8 a.m.-4:30 p.m.	636-422-2000 Student Services Center Call for appointment
Distance Learning	314-539-5185 www.stlcc.edu/online_learning	314-539-5185 www.stlcc.edu/online_learning
Financial Aid	314-984-7650 1st floor, Clark Hall (Administration) Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/financialaid	636-422-2000 Student Services Center Monday-Thursday: 8 a.m.-7 p.m. Friday: 8 a.m.-4:30 p.m. www.stlcc.edu/financialaid
Study Abroad	314-539-5350 www.stlcc.edu/programs/study_abroad	314-539-5350 www.stlcc.edu/programs/study_abroad
Transcripts	314-644-9670 Monday-Friday: 8 a.m. -5 p.m. Central Student Records 5600 Oakland Avenue, Room B-013 St. Louis, MO 63110	314-644-9670 Monday-Friday: 8 a.m. -5 p.m. Central Student Records 5600 Oakland Avenue, Room B-013 St. Louis, MO 63110
Veterans Services	314-984-7602 1st floor, Clark Hall (Administration) Monday-Friday: 8 a.m.-4:30 p.m.	636-422-2000 Student Services Center Monday-Thursday: 7:30 a.m.-4 p.m. Friday: 8 a.m.-4 p.m.

St. Louis Community College Campus and Education Center Locations

Florissant Valley

3400 Pershall Road
St. Louis, MO 63135
314-513-4200

BRDG Park

1005 N. Warson Road
Creve Coeur, MO 63132
314-513-4950

Forest Park

5600 Oakland Ave.
St. Louis, MO 63110
314-644-9100

William J. Harrison Education Center

3140 Cass Ave.
St. Louis, MO 63106
314-763-6000

Meramec

11333 Big Bend Road
St. Louis, MO 63122
314-984-7500

South County Education and University Center

4115 Meramec Bottom Road
St. Louis, MO 63129
314-984-7200

Wildwood

2645 Generations Drive
Wildwood, MO 63040
636-422-2000

Corporate College

3221 McKelvey Road
Bridgeton, MO 63044
314-539-5305

St. Louis Area Map



DISTANCE BETWEEN CAMPUS LOCATIONS (ONE WAY)

	CC	FV	FP	MC	SC	WW	MCK	HEC	BRDG
CC	X	15	7	15	18	30	19	4	14
FV	15	X	19	24	32	33	11	13	13
FP	7	19	X	11	20	25	19	5	9
MC	15	24	11	X	12	20	16	14	12
SC	18	32	20	12	X	28	27	19	22
WW	30	33	25	20	28	X	25	29	21
MCK	19	11	19	16	27	25	X	18	7
HEC	4	13	5	14	19	29	18	X	13
BRDG	14	13	9	12	22	21	7	13	X

