

Special Services for GCC Students\*  
**Spring 2008**

Service	Department/Program	Location
<b>Books</b>	<ul style="list-style-type: none"> <li>• CalWORKs**</li> <li>• EOPS/CARE**</li> <li>• Library Reserve Desk</li> <li>• Student Affairs/ASGCC</li> </ul>	SF 114
		EOPS Annex
		Library 3 <sup>rd</sup> Floor SC 202
<b>Bus Passes</b>	<ul style="list-style-type: none"> <li>• CARE**</li> </ul>	EOPS Annex
<b>Child Care</b>	<ul style="list-style-type: none"> <li>• CalWORKs**</li> <li>• Child Development Center</li> </ul>	SF 114 Mountain St. (Off Lot B)
<b>Fee Waiver</b>	<ul style="list-style-type: none"> <li>• Financial Aid**</li> </ul>	SF 110
<b>Food Assistance</b>	<ul style="list-style-type: none"> <li>• Food for Thought **</li> </ul>	SR 208, SF 110, EOPS Annex, AD Info Booth
<b>Foster Youth—Chafee Grant</b>	<ul style="list-style-type: none"> <li>• Financial Aid**</li> </ul>	SF 110
<b>Gas Vouchers</b>	<ul style="list-style-type: none"> <li>• CARE**</li> </ul>	EOPS Annex
<b>Grants (Tuition and Fees)</b>	<ul style="list-style-type: none"> <li>• EOPS/CARE**</li> <li>• Financial Aid**</li> </ul>	EOPS Annex
		SF 110
<b>Health</b>	<ul style="list-style-type: none"> <li>• Health Center</li> </ul>	SR 131
<b>Job/Employment</b>	<ul style="list-style-type: none"> <li>• Job Placement Center</li> </ul>	San Rafael 2 <sup>nd</sup> Floor
<b>Loans (Personal) Loans (Tuition, Fees)</b>	<ul style="list-style-type: none"> <li>• Student Affairs/ASGCC</li> <li>• Financial Aid**</li> </ul>	SC 202
		SF 110
<b>Note Taker</b>	<ul style="list-style-type: none"> <li>• Center for Students with Disabilities**</li> </ul>	SR 208
<b>Payment of Tuition and Fees</b>	<ul style="list-style-type: none"> <li>• Tuition Office (eCashiers)</li> </ul>	AD 127
<b>Parking</b>	<ul style="list-style-type: none"> <li>• Campus Police</li> </ul>	SM 153
<b>Personal Counseling</b>	<ul style="list-style-type: none"> <li>• Health Center</li> </ul>	SR 131
<b><u>Scholarships</u>**</b>	<ul style="list-style-type: none"> <li>• Student Affairs Office</li> </ul>	SC 202
<b>Sign Language Interpreters</b>	<ul style="list-style-type: none"> <li>• Center for Students with Disabilities**</li> </ul>	SR 208
<b>Transportation</b>	<ul style="list-style-type: none"> <li>• CalWORKs**</li> </ul>	SF 114
<b>Tutoring</b>	<ul style="list-style-type: none"> <li>• Learning Center</li> <li>• Math/Science Center</li> </ul>	AD232
		AS 103
<b>Work Study</b>	<ul style="list-style-type: none"> <li>• CalWORKs**</li> <li>• Financial Aid **</li> </ul>	SF 114
		SF 110

Office of the Vice President, Student Services  
Updated 2/4/2008 by Heather Glenn

\*Please visit [www.glendale.edu/special](http://www.glendale.edu/special) for more information.

\*\*These programs have special qualification requirements. Please visit the appropriate office for details.

## DEPARTMENT/PROGRAM INFORMATION

<p><a href="#">CalWORKs</a></p>	<p>Process reimbursement requests with the County for books, supplies, transportation, and child care  <b>Eligibility Requirements:</b> Students with eligible children who are TANF/CalWORKs recipients receiving cash aid and have or are developing Welfare-to-Work (WTW) plans</p> <p>Location: SF 114  Office Hours: M-F 8 a.m. – 4:30 p.m.; evenings by appointment</p> <p>(818) 240-1000 x5508      <a href="mailto:dstepp@glendale.edu">dstepp@glendale.edu</a></p>
<p><a href="#">Campus Police</a></p>	<p>The Campus Police Department sell student parking permits and process citations and appeals.</p> <p>Location: SM 153  Office Hours: Mon-Fri 7am – 12 midnight;  Weekends: 7am-11pm (no permit sales on the weekend)</p> <p>(818) 240-1000 x5925      <a href="mailto:parking@glendale.edu">parking@glendale.edu</a></p>
<p><a href="#">Center for Students with Disabilities</a></p>	<p>Serves students with verified physical, learning, communication, visual and hearing disabilities as well as significant health impairments  <b>Eligibility Requirements:</b> Verification of disability.</p> <p>Location: SR 208  Office Hours: M, T, TH 8 a.m. – 6 p.m.; W 8 a.m. – 4 p.m.; F 8 a.m. – 12 p.m.</p> <p>(818) 240-1000 x5905      <a href="mailto:joycook@glendale.edu">joycook@glendale.edu</a></p>
<p><a href="#">Child Development Center</a></p>	<p>The Child Development Center provides child care for both day and evening students. Day Program provides care for children 15mo – 5 yrs; Evening Program provides care for children 5 – 12 yrs.  <b>Eligibility Requirements:</b> Application required.</p> <p>Location: Mountain St. (Off Parking Lot B)  Office Hours: Day – Mon.-Fri 7am-6om; Evening – Mon-Fri 6-11pm</p> <p>(818) 240-1000 x5355; after 6pm x3340 <a href="mailto:jtashiro@glendale.edu">jtashiro@glendale.edu</a></p>
<p><a href="#">EOPS</a></p>	<p>College Orientation classes, counseling, study lists, book vouchers, priority registration, probation classes, priority tutoring, transfer application fee waivers, special workshops, and grants  <b>Eligibility Requirements:</b> California residency; qualify for Board of Governors waiver “A or B”; have completed less than 30 units; demonstrate financial need (FAFSA); educationally disadvantaged; 2.00 GPA or higher; and full-time student (12 or more units)</p> <p>Location: EOPS Annex  Office Hours: M-TH 8:30 a.m. – 7 p.m.; F 8:30 a.m. – 12 p.m.</p> <p>(818) 240-1000 x6900      <a href="mailto:vwashing@glendale.edu">vwashing@glendale.edu</a></p>
<p><a href="#">CARE</a></p>	<p>Counseling, books &amp; supplies, gas vouchers, bus passes, grants, career/life planning workshops, transfer activities  <b>Eligibility Requirements:</b> Have one child under fourteen years of age; currently receiving Cal WORKS/TANF/AFDC; at least 18 years of age and single head of household; must be eligible for EOPS (see above eligibility requirements); must be in a degree, certificate or transfer program</p> <p>Location: EOPS Annex  Office Hours: M-TH 8:30 a.m. – 7 p.m.; F 8:30 a.m. – 12 p.m.</p> <p>(818) 240-1000 x6900      <a href="mailto:vwashing@glendale.edu">vwashing@glendale.edu</a></p>

<p><a href="#">Financial Aid Office</a></p>	<p><b>BOG:</b> Waives \$20/unit enrollment fee; students on public assistance also receive 50% discount on parking and health fee  <b>Eligibility Requirements:</b> Based on income <b>or</b> financial need and must be California resident and citizen <b>or</b> documented immigrant</p> <p><b>Federal Student Loan Program:</b> Loans up to \$3500 for freshmen and \$4500 for sophomores. Independent students may qualify for an additional \$4000. Parents of dependent students may borrow up to \$8000, depending on remaining need of student  <b>Eligibility Requirements:</b></p> <ul style="list-style-type: none"> <li>- File the 2007-2008 FAFSA form</li> <li>- Attend a loan entrance workshop</li> <li>- Be enrolled in at least 6 units and meet financial aid eligibility requirements</li> </ul> <p><b>Federal &amp; State Grants</b> (Pell, SEOG, ACG, Cal Grant)—May provide up to \$6000 in total additional funds for educational and living expenses, depending on eligibility and need  <b>Federal Work Study</b>— Part-time job on campus (if awarded Work-Study, contact the Job Placement Office for available positions)  <b>Eligibility Requirements:</b></p> <ul style="list-style-type: none"> <li>- File 2007-2008 FAFSA form</li> <li>- Have calculated financial need that meets specific program eligibility</li> <li>- Meet federal and state eligibility requirements</li> </ul> <p><b>Chafee Grant</b>—\$5000 in grant assistance for Foster Youth  <b>Eligibility Requirements:</b> Student must have been in a foster youth program and complete application form; Contact Maria Rhoades, (818) 240-1000 x3240</p> <p>Location: SF110  Office Hours: M, TH 9 a.m. – 4 p.m.; T, W 9 a.m. – 7 p.m.</p> <p>(818) 240-1000 x5916                      <a href="mailto:finaid@glendale.edu">finaid@glendale.edu</a>  <a href="http://www.glendale.edu/financialaid/index.htm">http://www.glendale.edu/financialaid/index.htm</a></p>
<p>Food for Thought</p>	<p>Gift certificates to local market  <b>Eligibility Requirements:</b> Successful completion of 12 units, currently enrolled in 6 units or more, <b>and</b> Pell grant eligible  Applications available: Center for Disabled Students, Financial Aid, EOPS, Information Desk  <b>Application deadline: 10/19/07</b></p>
<p><a href="#">Health Center</a></p>	<p>The Health Center provides services in general physical and mental health prevention, treatment and education. All Health Center services are confidential. (Specific legal exceptions do exist).</p> <p>Location: SR 131  Office Hours: M-Th 8am-10pm; F 8-4pm</p> <p>(818) 240-1000 x5189  Emergencies: x4000</p>
<p><a href="#">Job Placement Center</a></p>	<p>Part-time work-study and internships</p> <p>Location: SR 2<sup>nd</sup> Floor  Office Hours: M-TH 8 a.m. – 5 p.m.; F 8 a.m. – 2 p.m.  (818) 240-1000 x5194</p>

<a href="#">Learning Center</a>	<p>The Learning Center provides currently enrolled students with free tutoring in most subjects. Appointments are available for tutoring in <a href="#">math</a> or <a href="#">writing</a>. Tutoring in other subjects is arranged by Learning Center staff. Tutors are students who have been recommended by their instructors and have completed a tutor training course.</p> <p>Location: AD 232 Office Hours: M-Th 8:00am-8:00pm; F 8:00am-4:00pm; Sat. 9:00am-3:00pm</p> <p>(818) 240-1000 x5333 or x5328</p>
<a href="#">Library Reserve Desk</a>	<p>Most textbooks available for 2-hours, Library-use only checkout <b>Eligibility Requirements:</b> Student ID or California ID</p> <p>Location: Library 3<sup>rd</sup> Floor Office Hours: M-TH 8a.m. -9 p.m.; F 8 a.m. – 4 p.m.; Sat. 10 a.m. – 2 p.m. (818) 240-1000 x5586 <a href="mailto:library@glendale.edu">library@glendale.edu</a></p>
<a href="#">Math/Science Center</a>	<p>The Math Science Center offers free drop-in tutoring, computer programs, and videotaped lectures. No appointment is necessary.</p> <p>Location: AS 103 Office Hours: M-TH 7:00 a.m. - 9:30 p.m.; F 7:00 a.m. - 3:00 p.m.; S 10:00 a.m. - 2:00 p.m. (818) 240-1000 x5362</p>
<a href="#">Student Affairs/ ASGCC</a>	<p>Emergency loans for books and school supplies <b>Eligibility Requirements:</b> Currently enrolled student, paid student services fee for current semester, no outstanding/delinquent loans</p> <p>Students may also apply for various scholarships in the Student Affairs office. <b>Eligibility Requirements:</b> Vary by scholarship.</p> <p>Location: SC 202 Office Hours: M-F 8 a.m. to 5:30 p.m. (818) 240-1000 x5592 <a href="mailto:aidaa@glendale.edu">aidaa@glendale.edu</a></p>
<a href="#">Tuition Office</a>	<p>Interest free, monthly payment plan processed through either credit card/debit card or automatic bank payment <b>Eligibility Requirements:</b> An enrolled GCC student</p> <p>Location: AD 127 Office Hours: M-TH 8 a.m. – 4:30 p.m.; F 8 a.m. – 3 p.m. (818) 240-1000 x 5313 or x 5314</p>