

STUDENT RESOURCE GUIDE

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Student Resource Guide

Welcome! College of the Canyons offers a wide variety of support services and programs. Our mission is to give every student the best opportunity to succeed. Every path a student takes towards reaching their academic goal is a unique journey, which is why we are providing this resource guide to assist our students along the way. We look forward to providing you with the tools you need to make COC your success story.

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Admissions & Records (A&R)

Valencia: Canyons Hall, 1st Floor

Canyon Country: 1-C

Admissions and Records assists students from the time of application to graduation. Some of the services they provide include: processing applications and petitions, assigning registration dates, assisting with registration, processing transcripts, and helping operate the My Canyons and My Academic Plan (MAP) tools.

www.canyons.edu/admissions | admissions@canyons.edu

Valencia: (661) 362-3280 | Canyon Country: (661) 362-3970

ASG Computer Lab

Valencia: STCN-124

Canyon Country: 204

ASG Computer Labs offer free computer access and limited free printing services to all students that pay the Student Support Fee for the current term. Students will find a supportive staff that will assist with a wide variety of computers, printers, scanners, and other equipment.

www.canyons.edu/student-services/campus-life/asg-computer-labs

Valencia: (661) 362-5050 | Canyon Country: (661) 362-3840

Assessment Center

Valencia: LTLC 168 (Next to library)

Canyon Country: 1-C (Check-in at A&R)

Assessment is a required step for most new students. This office helps students determine their math, English and/or ESL placements, so that they can know which courses they are allowed to enroll in.

Now offering online assessment available 24/7!

www.canyons.edu/student-services/assessment | assessment@canyons.edu | (661) 362-3457

Associated Student Government (ASG)

Valencia: STCN-101

Canyon Country: 204

The Associated Student Government (ASG) is the official legislative voice for students, and provides peer support to help address any concerns students have. Student government provides opportunities to get involved on campus and promotes campus life through sponsored events along with the publication of the ASG PawPrint.

www.canyons.edu/asg | Valencia: (661) 362-3257 | Canyon Country: (661) 362-3840

Basic Needs Center (BaNC)

Valencia: STCN-123B

Canyon Country: 202A

The BaNC offers free food, clothing, toiletries, and student food grants - available to all students currently enrolled. They can also help with registering for social services and will provide the resources students need to stay focused on their educational goals.

www.canyons.edu/BaNC | banc@canyons.edu | (661) 362-3261

Bookstore, Barnes & Noble

Valencia: STCN-134

Canyon Country: Shipping available

The COC bookstore provides course texts and supplementary materials, and will price match to Amazon, BN.com, and local competitors. Inside you can find COC- branded merchandise, along with a variety of office supplies and snacks. In addition, the Bookstore offers textbook rentals and ship-to-home options for those that want to skip the lines.

www.coc.bncollege.com | (661) 362-3255

CalWORKs

Valencia: SSC 117

Canyon Country: 1-B

CalWORKs is a valuable resource for students who are recipients of TANF, who have (or are in the process of developing) a Welfare-to-Work plan with their local Department of Social Services, and those approved by the county to receive Post Employment or Post-Time Limited Services. These students receive a wide range of specialized support including: priority registration, academic, career, and personal counseling, case management, and facilitation of childcare resources, textbooks, supplies, and more!

www.canyons.edu/calworks | CalWORKs@canyons.edu | (661) 362-3271

Campus Life & Student Engagement

Valencia: STCN-102

Canyon Country: 204

Campus Life & Student Engagement provides leadership, student networking, and social opportunities via the Associated Student Government, student clubs, and student alliance groups. This office also issues the COC Student ID cards and provides other benefits like discounted tickets to local attractions!

www.canyons.edu/campuslife

Valencia: (661) 362-3238 | Canyon Country: (661) 362-3840

Campus Organizations

Valencia: STCN-102

Canyon Country: 204

There are over 60 organizations students can become involved with while attending COC! The College provides support for organizations that involve personal or academic interests and/or social identities. Being part of a campus organization helps students build rich college experiences that impart life-long skills and memories.

www.canyons.edu/student-services/campus-life/clubs

Valencia: (661) 362-3238 | Canyon Country: (661) 362-3840

Campus Safety

Valencia: X8

Canyon Country: Room 511

When students attend COC, we want them to feel safe. The Campus Safety department are dedicated professionals, who serve as the first responders on our campuses. They provide free Campus Escort Services and also host a variety of Emergency Preparedness and Personal Safety workshops throughout the year.

www.canyons.edu/student-services/campus-safety | campus.safety@canyons.edu

(661) 362-3229 (Valencia) | (661) 362-3977 (Canyon Country)

Canyons Promise

Valencia: Welcome Center and Outreach Office, Canyons Hall 1st Floor

Canyons Promise provides incoming students the opportunity to attend College of the Canyons tuition free for their first two years (Fall and Spring semesters). This program is open each fall to first-time college students who are California residents or AB540 eligible.

www.canyons.edu/promise | promise@canyons.edu | (661) 362-5891

Career Center

Valencia: X6, Career Central

Online: By Appointment

The Career Center is where students go when they want help building their resumes and cover letters, or to practice their interview skills. Students receive job search coaching and are supported throughout their journey to employment. Now offering online appointments via Zoom!

www.canyons.edu/careercenter | (661) 362-3286

Children's Center

Valencia: ECED

Canyon Country: 200/201

The Children's Center serves children one-year-old to five-years-old on the Valencia Campus and also three-years-old to five-years-old at our Canyon Country campus. This outstanding program is affiliated with the Quality Start Los Angeles (QSLA) Program, and is NAEYC accredited. Offers a variety of engaging and interactive student experiences, including a children's garden area! Visit their website to learn more today!

www.canyons.edu/academics/ececenter
(661) 362-3501

COC Athletics

Valencia: East and West PE

COC Athletics offers a wide range of programs that compete in the CCC Athletic Association's Western State Conference and the Southern California Football Association. Our outstanding teams and athletes have earned over 200 Conference Championships (team and individual) along with over 30 State Championships (team and individual). Come show your school spirit by attending any of our sporting events, or consider playing on one of our teams. Go Cougars!

www.cocathletics.com | Twitter, Instagram & Facebook: @COCAthletics

COC Honors Program

Valencia: BONH-249

Honors students receive enriched educational curriculum that demonstrates deeper subject understanding and fosters personal and academic growth. Participating in the program can increase the chance of a successful transfer to four-year institutions. Visit their website to learn more about eligibility requirements and program benefits.

www.canyons.edu/honors | honors@canyons.edu | (661) 362-3583

Counseling

Valencia: Canyons Hall 212

Canyon Country: 1-A

When students need help understanding the classes they should take, or, they just need some one-on-one guidance, the Counseling Office is here to help. Counselors listen to our students and learn about their unique goals and situations, then provide personalized support to help students succeed.

www.canyons.edu/counseling | Valencia: (661) 362-3288 |
Canyon Country: (661) 362-3811

Disabled Students Programs & Services (DSPS)

Valencia: Seco Hall 103

Canyon Country: 1-A (Thursdays by appointment only)

Students with verified disabilities can utilize the support services offered through the DSPS office. They provide assistive technology, academic counseling, priority registration, interpreters, and more. In addition, DSPS will act as a liaison between students and their instructors regarding appropriate academic accommodations and/or adjustments.

www.canyons.edu/student-services/dsps | (661) 362-3341 | (661) 362-3726 (TTY)

Enrollment Services for Personal and Professional Learning

(Formerly Continuing Education/Noncredit)

Valencia: Canyons Hall 167

Canyon Country: 202A (Tuesdays)

Personal and Professional Learning provides free classes to students. Members of the community can learn about the enrollment process and get information about the free programs the College offers in areas like: ESL, Career Skills, Computer Applications, Construction Technology, GED Preparation, and more. Bilingual support available!

FreeClasses@canyons.edu | Valencia: (661) 362-3304 Canyon Country: (661) 362-3913

EOPS/CARE

Valencia: Student Support Center 117

Canyon Country: Quad 1B

EOPS/CARE provides qualifying students with special recruitment, retention, and transition services. Services include: priority enrollment, access to faculty tutors, textbook vouchers, counseling/advisement, and preparation for transitioning to four-year colleges and universities. Students who are full-time and eligible for the California Promise Grant (A or B), should take advantage of these great services!

www.canyons.edu/student-services/eops

EOPS@canyons.edu | (661) 326 3279

Financial Aid

Valencia: Canyons Hall, 1st Floor

Canyon Country: 1-A

When students need money to help pay for college, they'll want to get in touch with the Financial Aid Office. This Office directs students to applicable grants, loans, fee waivers, Work-Study, and scholarship funds. In addition, they assist students applying for the Free Application for Federal Aid (FAFSA) - a critical first step that opens up a variety of financial opportunities.

www.canyons.edu/money4college | finaid@canyons.edu | (661) 362-3215

Foster Youth Services

See Resources for Individual Success in Education (RISE) on page 7

Homeless Youth Services

See Resources for Individual Success in Education (RISE) on page 7

International Services and Programs (ISP)

Valencia: Student Support Center 123

The International Services Program (ISP) serves international students studying at COC on an F-1 visa. ISP's primary objective is to help international students achieve their academic goals by improving their English, completing certificate and associate degree programs, and/or transferring to four-year universities. Visit their webpage for more information, and feel free to attend one of the many campus cultural celebrations and activities ISP offers throughout the year.

www.canyons.edu/academics/isp
isp@canyons.edu | (661) 362-3580

Internships

Valencia: X6, Career Central

Canyon Country: By Appointment

Students can drop by (or contact) Career Central to get help finding internship opportunities. In addition, students can learn about how to get college credit for internship work through our Cooperative Work Experience Education (CWEE) courses. Internships are a great way to test our different careers while learning new skills! Students can try a search today at MyJobs: www.canyons.edu/myjobs

www.canyons.edu/interns | internships@canyons.edu | (661) 362-3309

Library

Valencia: Library

Canyon Country: Room 307

The Library supports students through its print and online collections, as well as its research assistance and information literacy workshops. The Library facilities in-house study rooms, computer stations, and printing/copying equipment.

www.canyons.edu/library | (661) 362.3362

MESA

(Mathematics, Engineering, Science, Achievement)

Valencia: Aliso Lab 114

MESA serves to enrich the experience of students majoring in math, science and engineering. They support financially disadvantaged and/or historically underrepresented students by providing a variety of services including academic advisement, discipline-specific enrichment and community building opportunities. Visit their website to learn more about eligibility requirements and program benefits.

www.canyons.edu/mesa
mesadepartment@canyons.edu | (661) 362-3448 | (661) 362-5077 (Fax)

Online Education

Valencia: Library Rooms 245-248

Online Education facilitates the College's online course offerings, giving students the flexibility to complete courses outside a face-to-face classroom setting. This office also manages the Personalized Accelerated Learning (PAL) Program, which consists of two, accelerated, 8-week classes that take place back-to-back in one sixteen week semester.

www.canyons.edu/online | online@canyons.edu | (661)-362-3600
Canvas Support: (661) 362-3344 | After hours: 1-877-889-9052
[online PAL orientation](#)

Pathway to Law School Program

Valencia: HSLH 338

Canyon Country: Counseling, 1-A

The Pathway to Law School Program supports students interested in pursuing law school through pre-law activities and networking opportunities. The program has established partnerships with law schools including: UC Berkeley, UC Davis, UC Irvine, UCLA, USC Gould School of Law, and more! Visit the program website to learn more and fill out an interest survey.

www.canyons.edu/lawschoolpathway
Counseling Champion: liz.shaker@canyons.edu | (661) 362-3807
Faculty Champion: nicole.faudree@canyons.edu | (661) 362-5377

Resources for Individual Success in Education (RISE)

Valencia: Student Center 123

RISE provides support services to eligible current/former foster and homeless youth under the age of 25. Services include: academic counseling, priority registration, textbook vouchers, transportation and food subsidy cards.

www.canyons.edu/student-services/rise
rise@canyons.edu | (661) 362-3676

Student Business Office

Valencia: Canyons Hall, 1st Floor

Canyon Country: 1-C

Students use the Business Office when they need to pay for registration, parking, transcripts, or library fines. They also provide student refunds and issue 1098-T student tax forms, amongst other services.

www.canyons.edu/student-services/sbo | sbo@canyons.edu | (661) 362-3033

Student Employment

Valencia: STCN 111

Students looking to work at COC will want to seek out the Student Employment Office. They handle the personnel processes for student-employees, (known as College Assistants), and also help run a database of qualified applicants. Working at the College is a great opportunity for students to gain hands-on experience working in education, and enriches their professional and academic backgrounds.

www.canyons.edu/StudentEmployment | StudentEmployment@canyons.edu | (661) 362-3463

Student Health & Wellness Center

Valencia: Student Center 122

Canyon Country: 1B

Our aim and goal is to help keep students physically and mentally healthy so that they can succeed in school and life. We provide clinical services including health services and personal counseling, health education, referrals, and assistance in getting health insurance.

www.canyons.edu/studentservices/health | 661-362-3259 | studenthealthcenter@canyons.edu

The Learning Center (TLC)

Valencia: LTLC-126

Canyon Country: CCC-306

TLC offers FREE tutoring to all COC students! A wide-range of support is available at TLC including: Math and English tutoring, computer stations with course-related software, ongoing workshops, test reviews, and more. TLC also houses the Testing Center - the place students go to take make-up exams authorized by their instructors. Students will need a valid Student ID card (required upon entry). Now offering online tutoring!

www.canyons.edu/tlc

Transfer Center

Valencia: Canyons Hall 212

If you're thinking about transferring to four-year universities, please stop by! They'll assist with researching college/university options, and help students with their college applications and personal statements.

www.canyons.edu/TransferCenter | (661) 362-3455

Veterans Resource Center

Valencia: Hasley Hall 207

Canyon Country: 1-B

The Veteran Resource Office facilitates VA Education Benefits, VA Vocational Benefits, and California State Veteran Benefits for education and more. In addition, they have their own dedicated Counselors and resource team familiar with the challenges unique to our military veterans and their families.

www.canyons.edu/veterans | veterans@canyons.edu | (661) 362-3469

Volunteer Bureau

Valencia: STCN-111

The Volunteer Bureau provides students and community members with the opportunity to engage in volunteerism while at COC. These experiences build student resumes while improving skillsets through helping others. Join a team of volunteers today!

<https://www.canyons.edu/VolunteerBureau> | VolunteerBureau@canyons.edu | (661) 362-3464

Welcome Center

Valencia: Canyons Hall 1st Floor

The Welcome Center serves as an information hub for New Incoming, High School, Returning and Continuing students, as well as faculty, staff and the community. They provide general assistance to students and visitors of the college, and is staffed primarily by peer student leader employees.

outreach@canyons.edu (661) 362-5891

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