

Welcome!

Welcome to Grossmont College! We're so glad you're here, and we want to ensure that your life as a Grossmont College student is enjoyable, fulfilling and successful. This handbook was created with that goal in mind. We hope you find the information within this book useful and relevant. Every effort was made to obtain the most accurate up-to-date information. Please let us know if you have any questions or concerns not addressed in the following pages. We welcome your comments.



INTERNATIONAL STUDENT HANDBOOK

TABLE OF CONTENTS

	Page
Staff (Counselors, Admissions & Staff Specialists, Administrators)	3
Student Ambassadors and International Club Officers	5
International Club	6
Stages of Cultural Adjustment and Adaptation	7
Grossmont's Policy on Student Conduct	8
ESL and Math Assessment	9
Course Recommendations	11
Tips for Crashing Classes	12
General Petition	13
Ten Common Errors	14
Transfer Credit	15
College Terms	16
Transferring to a 4-Year University	18
TOEFL Requirements for University Transfer	19
Student Service Centers	20
Student E-Mail Log-On Instructions	21
Immigration Information Facts and New Regulations	22
Postal and E-Mail Address Change	27
International Student Employment	28
International Student Tax Requirements	29
Student Health Services and Mental Health Resources	30
Medical Insurance and Health Insurance Terms	31
Gas, Electricity and Telephone Services	33
Postal Information	35
Social Security Card Information	36
Important Telephone Numbers	38
Banking Information	39
Driving in California	40
Buying an Automobile	42
Selling Your Car and Renting a Car	43
Public Transportation	44
Bus Routes To and From Grossmont College	45
San Diego Trolley Map	46
Housing	47
Looking for an Apartment	49
Temporary Housing (Motels / Hotels)	50
Apartments near Grossmont College	51
Places To Go In San Diego	53
Discount Travel	56
Visiting Tijuana, Mexico	57
Holidays	58
Safety and Security	59
Campus Map	60
Credits	61

**GROSSMONT COLLEGE
INTERNATIONAL STUDENT
SUPPORT SERVICES AND STAFF**

INTERNATIONAL STUDENT COUNSELORS



Narges Heidari

International Student Counselor/
International Program Coordinator
For appointment call 619-644-7217
E-mail: narges.heidari@gcccd.edu



Stephanie Barnes

International Student Counselor
For appointment call 619-644-7841
E-mail: stephanie.barnes@gcccd.edu



Ashley Majoros

International Student Counselor
For appointment call 619-644-7841
E-mail: ashley.majoros@gcccd.edu



Marissa Lizarraga

International Student Counselor
For appointment call 619-644-7841
E-mail: marissa.lizarraga@gcccd.edu



Jessica Silva

International Student Counselor
For appointment call 619-644-7841
E-mail: Jessica.silva@gcccd.edu

INTERNATIONAL STUDENT STAFF



Mika Miller

International Admissions Specialist, Senior
Admissions Office – Bldg. 10
619-644-7182
E-mail: mika.miller@gcccd.edu



Bryan Lam

International Student Specialist
Int'l Counseling Office – Bldg. 10
619-644-7209
E-mail: bryan.lam@gcccd.edu



Yumiko Hudson

International Admissions Specialist, Senior
Admissions Office – Bldg. 10
619-644-7175
E-mail: yumiko.hudson@gcccd.edu

INTERNATIONAL STUDENT ADMINISTRATORS



Dr. Nabil Abu-Ghazaleh
President of
Grossmont College



Dr. Marsha Gable
Vice President of
Student Services
619-644-7108



Aaron Starck
Dean of Admissions &
Records & Financial Aid
619-644-7008



Martha Clavelle
Dean of Counseling
619-644-7188



Helen Liesberg
ESL Coordinator and
Instructor
Office 590Q –
619-644-7566
helen.liesberg@gcccd.edu

ADDITIONAL STUDENT SUPPORT SERVICES AND STAFF

Dana Mints	Transfer Center Specialist, Transfer Center, 644-7150
Nicole Conklin	Director of Campus and Parking Services, 644-7627
Juliette Harrington	Health Services Specialist, Health Office (next to Career Center), 644-7192
Renee Nasori	Supervisor, Career Center/ Student Employment Services, 644-7614 / 644-7611
Symone McDaniels	Student Services Specialist, Tutoring Center in LTRC, 644-7387
Veronica Romero	Counseling & Assessment Center Staff Supervisor, 644-7213
Wayne Branker	Admissions & Records Staff Supervisor, 644-7199
Campus Police	Campus safety, escort services available 24 hours a day, 644-7654

Other faculty and administrators are listed in the back of your class schedule and on the GC online directory.

INTERNATIONAL CLUB ADVISORS



Bryan Lam
Advisor
U.S.A.
bryan.lam@gcccd.edu



Will Pines
Web Advisor
U.S.A.
will.pines@gcccd.edu



Narges Heidari
Advisor
Iran / U.S.A.
narges.heidari@gcccd.edu



Jessica Silva
Advisor
U.S.A.
jessica.silva@gcccd.edu

GROSSMONT COLLEGE INTERNATIONAL STUDENT CONTACTS

INTERNATIONAL STUDENT AMBASSADORS - Contact for general campus information



Alice Melz
Sweden



Fernanda Terrazas
Mexico



Elly Kim
South Korea



Ammie Phan
Vietnam



Kaila Paison
Philippines



Sharon Sun
China



Nicole Dondi
Italy



Juliane Da Silva Nascimento
Brazil



Miho Yamada
Japan

INTERNATIONAL CLUB OFFICERS - Contact for information on club membership and activities.



Jesse Simmons
President
U.S.A.



Xiaoying Huang
Vice President
China



Geona Capula
Secretary
U.S.A.



Yu Kataoka
Treasurer
Japan



Kaila Pasion
Inter-Club Council Rep.
Philippines



Marco Segura
Marketing Manager / Social Media
U.S.A.



Kenta Kakeya
Intern
Japan

INTERNATIONAL CLUB

Want guaranteed fun, friends, and adventure? Join the International Club! International students who have moved far away from families and friends can sometimes feel lonely, especially during the first year of your new life in college. The International Club can help, by providing opportunities throughout the school year for you to meet and make friends with international and American students.

The purpose of the club, as stated in our club constitution, is to “provide a forum for the interaction of American and international students, to promote cultural enhancement of all students through social, cultural and educational events and activities and to assist new students in adapting to college life.” We achieve this goal through many activities--including BBQ’s, receptions, hiking trips, movie nights, participation in college and city events, and visits to local attractions, museums, and state parks.

So come to club events. Get involved and have fun. For information on club membership and activities, visit the International Student Counseling Office (Bldg. 10, phone: 619-644-7841); contact International Club Officers (e-mail addresses listed on preceding page); or go to the club’s website at www.grossmont.edu/internationalclub. Like us on Facebook: “[Grossmont College International Club](#).” Follow us in Instagram: “https://instagram.com/gccinternational_club/”



Grossmont College International Club members enjoy fun trips in and around San Diego throughout the semester.

STAGES OF CULTURAL ADJUSTMENT AND ADAPTATION

Much has been written about the stages of cultural adjustment when living in a new country. It may be important to know of these stages to assist you in recognizing your own current stage of adaptation.

Do you see yourself in any of the following descriptions? If so, there is no cause for concern. These stages are normal and may be expected to occur in most people living in a new country.

If any particular stage should become a problem with your studies or with meeting and making new friends, you may want to talk about this with someone, such as one of the Ambassadors, an instructor or make an appointment with one of the counselors in the International Student Counseling Center for a confidential meeting to explore ways of assisting you in your adjustment.

Stage 1: A strong desire to be like the normal or average American is expressed by one's behavior, style of dressing and by other exterior/visible means. The person may want to be as much a part of the new culture as possible and try to be less visible and not be seen as someone "different."

Stage 2: A person may experience feelings of disappointment with one's self like something is "wrong" with him/herself; the perception of self as "inferior" or as a "baby" (often because of language skills) or confusion about making decisions may consume a lot of this person's emotional and mental energy; feelings of low self-esteem (perhaps because he/she is not making as many American friends as hoped for) may enter the person's awareness.

Stage 3: Feelings of anger towards Americans may begin to surface; Americans may now be seen as stupid or immature; even American foods may seem tasteless or "lousy."

Stage 4: A person may begin to realize that even their own home culture is not perfect. Feelings of not belonging to any culture may occur.

Stage 5: The realization begins that no culture is perfect. There is a desire to pick up and use the best of one's own home culture and the parts of the American culture that feel best for the individual.

The length of time of these stages vary and one or more stages may be experienced at the same time. It is possible to reach a certain stage only to find yourself experiencing a previous stage again.

Do you know a friend who might be having difficulty with one or more of these stages? Would you be willing to discuss these stages with him/her or go together to see a counselor if necessary?

Adapted from Tomoko Kusaka, M.S., University of the Pacific, Stockton, CA.

Cultural Adjustment Cycles

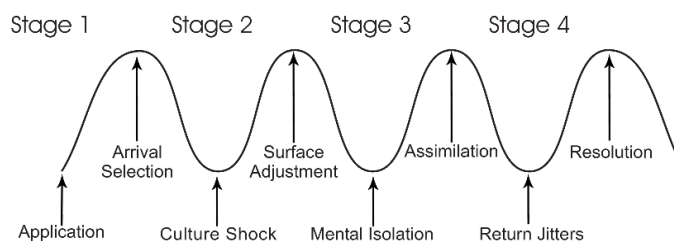


Photo adapted from Dr. Bettina Hansel from the book [Exchange Student Survival Kit](#)

GROSSMONT'S POLICY ON STUDENT CODE OF CONDUCT

The primary purpose of this policy is to provide information to all students in the Grossmont College District about the type of conduct expected of each student. Below is a condensed version of the Student Code of Conduct, for which a student may be disciplined:

1. Theft or non-accidental damage to college property.
2. Forgery or alteration or misuse of records, documents, or identification.
3. Cheating or plagiarism in connection with an academic program.
4. Physical or verbal abuse of others or any threat of force.
5. The sale or possession of controlled substances or alcoholic beverages.
6. Unauthorized entry or unauthorized use of college property.
7. Engaging in lewd, indecent or obscene behavior.
8. Possession or use of explosives or deadly weapons.
9. Failure to comply with directions of college officials.
10. Obstruction or disruption of the educational process.
11. Violation of any order of the College President or her designee or other college officials.
12. Soliciting or assisting another to do any act which would subject another to penalties under this code.
13. Any other cause identified as good cause by Education Code 76032 and 76033 not identified above.
14. Abuse of computer facilities or use of computers for other than authorized assigned work.
15. Conduct that is in violation of federal, state, or local laws or ordinances while on District premises or college activities.
16. Attempting to do any of the above.

**KNOW THE
CODE**

INTEGRITY • RESPECT • RESPONSIBILITY

ESL /MATH ASSESSMENT / ADVISEMENT

UPON ENTERING GROSSMONT COLLEGE

Math Assessment

1. We recommend that you take math after you have decided your major and have chosen the university to which you are transferring.
2. Always check with a counselor before registering for a math class.
3. See current class schedule for prerequisites to register for a math class.
4. Take math assessment in the Assessment Office.

For Reviewing Math you can:

1. See the Accuplacer Sample Questions for Students Booklet online at <http://www.grossmont.edu/student-services/applyenroll/assessment/files/accuplacer-sample-questions-for-students.pdf> to further assess your level of skills in math
2. Use the online tool for the College Math Placement Test Prep - <http://www.mathhelp.com/accuplacer-math-test-prep/>
3. Review math in the Math Study Center, Room 70-112 and 70-113 (tutors and instructors are available free of charge)

ESL

All international students whose first language is not English are required to take the English as a Second Language (ESL) assessment. With your assessment results, you receive an initial placement and a schedule of which ESL classes will be most helpful in building your English skills. You may not enroll in ESL classes other than those on your placement result. If you have any questions about your ESL placement level, you may see Helen Liesberg, ESL Chair, (Office 50-590Q, Telephone 619-644-7441, E-mail: helen.liesberg@gcccd.edu).

1. Do ESL classes transfer?
ESL 103, 106 and 119 will transfer to schools in the UC system with a maximum credit of 8 units; ESL 103, 106, 106R and 119 transfer to CSU as 18 units of electives. The following ESL courses are applicable to the Grossmont College A.A. / A.S. Degree as elective credit: ESL 100, 101, 100R, 103, 103R, 104, 106, 106R, and 119.

ESL PLACEMENT AND COURSE RECOMMENDATIONS

ESL 070: It is recommended that you take 12 units of ESL as follows.	ESL 070 ESL I Intro. to ESL-Literacy (6 Units)	→	ESL 071 ESL I Intro. to ESL Comm. (6 Units)						
ESL 080: It is recommended that you take 12 units of ESL as follows.	ESL 080 ESL II ESL Literacy (6 Units)	→	ESL 081 ESL II ESL Comm. (6 Units)						
ESL 096: It is recommended that you take 12 or more units of ESL as follows.	ESL 096 English as a Second Language III (5 units)	→	ESL 096R Reading & Vocabulary Develop. III (3 units)	→	ESL 096L Listening and Speaking III (3 units)	→	ESL 090A American English Pronunciation I (3 units)	→	English 061-064 Writing Skills (1 unit)
ESL 100: It is recommended that you take 5-8 or more units of ESL as follows.	ESL 100 English as a Second Language IV (5 Units)	→	ESL 100R Reading & Vocabulary Develop. IV (3 units)	→	ESL 100L Listening and Speaking IV (3units)	→	ESL 090A American English Pronunciation I (3 units)	→	English 061-064 Writing Skills (1 unit)
ESL 103: It is recommended that you take 5-8 or more units of ESL as follows.	ESL 103 English as a Second Language V (5 units)	→	ESL 103R Reading & Vocabulary Develop. V (3 units)	→	ESL 103L Listening and Speaking V (3 units)	→	ESL 109A American English Pronunciation II (3 units)	→	English 061-064 Writing Skills (1 unit)
ESL 106: It is recommended that you take 5-8 or more units of ESL as follows.	ESL 106 English as a Second Language VI (5 units)	→	ESL 106R Reading & Vocabulary Develop. VI (3 units)	→	ESL 103L Listening and Speaking V (3 units)	→	ESL 109A American English Pronunciation II (3 units)	→	English 061-064 Writing Skills (1 unit)
ESL 119: It is recommended that you take 5-8 or more units of ESL as follows.	ESL 119 English as a Second Language VII (5 units)	→	ESL 119R Reading & Vocabulary Develop. VII (3 units)	→		→	ESL 109A American English Pronunciation II (3 units)	→	English 061-064 Writing Skills (1 unit)
English 110:	Your academic counselor will advise you regarding additional classes you may take.								

COURSE RECOMMENDATIONS FOR NEW INTERNATIONAL STUDENTS GROSSMONT COLLEGE

During the advising session you are encouraged to do the following:

1. Use the information you learn during orientation and suggestions from ambassadors and student assistants to select your courses.
2. Check the class search on WebAdvisor to see how many students are already enrolled in the classes you would like to take.
3. Write down your proposed course selections for next semester on a programming worksheet that will be provided.
4. See one of the counselors for suggestions and advice about your proposed class schedule. If a counselor approves your course selection, he/she will sign your form. Then, you are eligible to register in courses on [WebAdvisor](#).
5. Do not choose any courses in your major during the first semester unless it is approved by your counselor.

Courses NOT SUGGESTED during the first semester for students with less than 500/173/61 on the TOEFL / iBT are the following:

Anthropology 120 or 130	Math (if engineering/science major, see counselor)
Business courses (i.e., Bus 120, 125, or 128)	Philosophy
Communication 120 or 122	Political Science
Economics	Psychology
Foreign Languages (other than English)	Religious Studies
Geography	Science courses (Biology, Chemistry, Physics, etc.)
History	Sociology 120, etc.

It is strongly suggested that you DO NOT TAKE MORE THAN 12-13 UNITS during your first semester, especially if you have less than a 500 / 173 / 61 TOEFL score.

Courses in your major: Most students should not take courses in their major during the first semester unless they already have a background in the major subject area. It is recommended you complete ESL 119 before taking courses in your major. See a counselor if you have any questions.

NOTE: If you are transferring to a university and your major is nursing, engineering, or elementary education, you need to follow a special list for general education and for your major courses. See a counselor.

The above courses are recommendations only. International students are not restricted to certain courses during their first semester. Our goal is your success during your first and every semester at Grossmont College.

IT IS RECOMMENDED THAT YOU MAKE AN APPOINTMENT WITH A COUNSELOR EACH SEMESTER BEFORE SELECTING COURSES FOR THE FOLLOWING SEMESTER.

PROCEDURE TO REQUEST DROPPING BELOW 12 UNITS

International students must first have approval from the Admissions Office before dropping below 12 units. (See sample on next page Petition form that must be used to explain your circumstances.) If you

drop below 12 units without approval, your I-20 and F1 student status with Immigration may be subject to cancellation. See an international student counselor before dropping any course.

TIPS FOR “CRASHING CLASSES”

1. Show up early for the first class.
2. Speak loudly for the instructor to hear you. Sit in front rows for the instructor to see you more easily.
3. Ask the instructor’s permission to add the class. If you get an add code, register online.

HELPFUL TIPS FOR SUCCEEDING IN YOUR CLASSES

1. Meet with your instructor about your progress in the class.
2. Check to see if tutoring is available in one of the Tutoring areas.
3. Keep up with all reading and homework assignments.
4. Ask a classmate to study with you.
5. Tape record your instructor’s lecture and review notes regularly.
6. See a counselor to discuss any problems.

FACTS YOU SHOULD KNOW

1. As an international student you must maintain / carry 12 units minimum and have a grade point average (G.P.A.) of 2.0 each semester.
2. **Online courses may be taken under specific immigration guidelines. Of the 12 required units per semester, students must maintain at least 9 units of on-campus classes in order to take an online course. If you are taking 15 units, then you may have a maximum of 6 units ‘online’.**
3. There will be no refund of tuition/fees for classes dropped after the drop deadline listed in the class schedule (end of first two weeks of classes; for short term 8-week classes the deadline is at the end of the first week of classes).
4. **You must have a correct address on file with Grossmont and Immigration at all times.**
5. You must obtain a student ID card from the Admissions Office after registering for classes.
6. It is your responsibility to pay for tuition on the same day you enroll in classes. If you cannot pay for classes in full, you must select the payment plan option and pay 25% immediately and make monthly payments. If you have additional questions about payment, contact the college cashiers at 619-644-7660 or see Mika in Admissions.
7. For your first semester at Grossmont College almost all students will be allowed to register for classes after they attend Orientation for International Students. For all future semesters you will be emailed your registration time and date.
8. Ask a counselor to check your class choices before registering.
9. Failure to attend a class does not automatically drop you from that class. **It is your responsibility to drop the class yourself by using WebAdvisor.** Print out your new schedule with the date as your proof that you dropped the class by the drop deadline.

Grossmont College Office of Admissions and Records Petitions Committee - General Petition

Petitions must be submitted to the Admissions and Records office by 5:00 p.m. Tuesday for Committee review on Wednesday. Do NOT separate this form. The yellow copy will be used to return the Committee's response to your petition.

Student Name:
Street Address:
City/State/Zip Code:

Student I.D. Number:
Birth Date:
Telephone Number:
Major:

NOTE: If you are a current student and have a new address and/or telephone number, please update your record in the Admissions Office.

Reason for Petition (please check one):

- € Academic Renewal - NOTE: Official transcripts for ALL colleges attended must be on file PRIOR to the Petition Committee's review. State the year, semester, and your explanation in the space below.
- € Course Repetition - NOTE: If you repeated the course at another college, that college's official transcript must be on file PRIOR to the Committee's review. State the course name that you repeated, as well as the year and semester.
- € Repeat a course - State the course name and semester that you are requesting to repeat. Also, state your reason for repeating the class in the space below.
- € Other
- € Please state your request CLEARLY in the space below. TYPE or PRINT CLEARLY or attach a word processed document. Attach any relevant documentation.

SAMPLE

Student Signature: _____ Date: _____

Do NOT write below this line. If more space is needed, you may attach additional information on plain paper.

<p>PETITIONS COMMITTEE AND OFFICE USE ONLY</p> <p>Approved _____ Denied _____ Tabled: _____ Other: _____</p> <p style="text-align: center;">Please read Comment(s) # _____ on the reverse side.</p> <p>Comments: _____</p> <p>_____</p> <p>_____</p>
--

THE TEN COMMON ERRORS STUDENTS MAKE (And How to Solve Them)

- Error 1 ENROLL IN TOO MANY CREDIT HOURS**
- follow the 2 for 1 formula: 2 hours of study for every 1 hour in class
 - for example: 12 units and 24 hours of study per week for approximately 36 hours dedicated to your studies.
- Error 2 ENROLL IN MORE THAN ONE ONLINE CLASS PER SEMESTER**
- see an international counselor before taking online courses
- Error 3 TAKE ADVANCED COURSES WITH A WEAK OR INADEQUATE BACKGROUND**
- follow Math/English placement results
- Error 4 TAKE COURSES ON THE ADVICE OF A FRIEND**
- consider your own interests and needs
 - read the catalog description of courses and look at the assigned textbook(s) in the bookstore
 - see an international counselor before registering for classes
- Error 5 TAKE ALL OF THE GENERAL EDUCATION COURSES BEFORE TAKING ANY MAJOR COURSES AND VICE VERSA**
- balance general education requirements with courses in your major preferably after completing English 110
- Error 6 SEEK ACADEMIC OR PERSONAL COUNSELING LATE IN THE SEMESTER**
- set up an individual appointment with a counselor early in the semester
- Error 7 ATTEMPT TO DROP A COURSE AFTER THE DEADLINE FOR WITHDRAWAL**
- check the calendar in the class schedule to determine important semester deadlines
 - see an international student counselor before attempting to drop below 12 units
- Error 8 AVOID REPEATING COURSES IN WHICH THEY EARN BELOW-AVERAGE GRADES**
- a "D" or "F" grade will be automatically replaced by the grade you receive when you take the same course(s) over again (although first grade will remain/appear on transcript). A course with a "D" grade may not be necessary to repeat (see a counselor for details).
- Error 9 FAIL TO RESOLVE INCOMPLETE GRADES WITHIN THE TIME LIMIT**
- if you have an "Incomplete" in a course, you must complete missing work by the end of the next semester (summer session is not regarded as a semester)
- Error 10 TAKE COURSES IN YOUR MAJOR DURING YOUR FIRST SEMESTER WHILE IN ESL CLASSES LESS THAN ESL 110.**

TRANSFER CREDIT

Evaluation of U.S. Transcripts

Courses taken at a regionally accredited college or university and designated as appropriate for general education, Associate Degree, baccalaureate or graduate credit by that institution will be accepted by Grossmont College for credit. The extent to which courses taken at other colleges satisfy specific certificate and degree requirements is determined by a review of comparability to courses in the Grossmont College curriculum. Courses completed at institutions without regional accreditation are not accepted.

Evaluation of Foreign Transcripts

Transcripts (educational credentials) issued in foreign countries from non-American system institutions and those in languages other than English require special handling. Each foreign transcript must be translated into English and submitted to an approved agency. Grossmont College accepts the evaluation of foreign transcripts from only those agencies that are current members of NACES (National Association of Credential Evaluations Services). For a current list of agencies visit: www.naces.org. Students will need to contact the evaluation credential company they select for their particular foreign transcript evaluation procedure and costs associated with a request. Once completed, have the detailed evaluation report mailed to the Evaluations Office, Grossmont College, 8800 Grossmont College Drive, El Cajon, CA 92020

A2Z Evaluations, LLC	www.a2zeval.com
Academic Evaluation Services, Inc.	www.aes-edu.org
Center for Applied Research, Evaluations, & Education, Inc.	www.iescaree.com
e-ValReports	www.e-valreports.com
Educational Credential Evaluators, Inc.	www.ece.org
Educational Perspectives, nfp.	www.edperspective.org
Educational Records Evaluation Service, Inc.	www.eres.com
Evaluation Service, Inc.	www.evaluationservice.net
Foreign Academic Credential Service, Inc.	www.facsusa.com
Foundation for International Services, Inc.	www.fis-web.com
Global Credential Evaluators, Inc.	http://gceus.com/
Global Services Associates, Inc.	www.globaleval.org
International Academic Credential Evaluators, Inc.	www.iacei.net
International Consultants of Delaware, Inc.	www.icdeval.com
International Education Research Foundation, Inc.	www.ierf.org
Josef Silny & Associates, Inc. International Education Consultants	www.jsilny.com
SpanTran: The Evaluation Company	www.spantran.com
Transcript Research	www.transcriptresearch.com
World Education Services, Inc.	www.wes.org

Please note that the member list can change

Updated: August 22, 2017

UNDERSTANDING COLLEGE TERMS

Some commonly used college vocabulary terms

- MAJOR:** Specific program of study.
(See Grossmont College Catalog for list of Associate Majors or the University Catalog if you plan to transfer.)
- CERTIFICATE:** A program of study for which a student is only required to complete the courses in the major (see first page of the yellow section of the catalog for a list of certificate programs).
- AA/AS DEGREE:** Associate of Arts/Associate of Science Degree - General Education Requirements plus units in your major are required (minimum of 60 units).
- FINALS:** Last exams given at the end of each semester.
- ON-LINE REGISTRATION:**
"WebAdvisor" - students go to the Grossmont College Website at www.grossmont.edu and key in their class selections. After registering, students should always print out a copy of their course schedules. On-line is the only method of registering for classes before the semester begins, and can only be used at or after the student's assigned registration appointment.
- PWL:** Priority Wait List
- CRASHING:** To try to add a course during the few weeks of a class that is closed. Steps to crash a course without being on the priority wait list (PWL):
1) show up on the first day of the class with a green add card; 2) if there are any seats available the instructor may sign the card or give you an add code; 3) add classes online. If you put your name on the PWL, follow the same steps for crashing. The instructor will have a list of all students on the PWL which gives you an advantage to get into the class.
- UNITS:** Refers to number of hours and amount of work required for a course. Example: 3 unit course requires 3 hours of class attendance each week plus 6-8 hours of study per week. Twelve units generally require 12 hours of class attendance and 24-30 hours of study per week (study hours may vary) for a total of 36-42 hours. Labs require additional hours.
- ACADEMIC PROBATION:**
When a student's Grade Point Average (G.P.A.) falls below 2.0 (example: 1.98). G.P.A. calculation is based on grade points per unit: A = 4 points, B = 3 points, C = 2 points, D = 1 point, F = 0 points
See page 24 in Grossmont College's current catalog for more information.
- ACADEMIC DISQUALIFICATION FROM ATTENDING GROSSMONT COLLEGE:**
When a student already on academic probation has less than 2.0 G.P.A., during the next semester of attendance, he/she is then disqualified. A disqualified student must file a petition to ask to be readmitted to the college. See a counselor for details.

PETITION: A form used to make a special request or ask for permission to do something unusual related to your college studies. It may or may not be approved. The deadline each week to submit petitions is Tuesday, 7 p.m. Petition forms are available in Admissions and in Counseling.

PASS / NO PASS

P / NP: P = a grade option/choice for which the grade is not included in the calculation of G.P.A. "P" means a grade of "C" or better (passing). A course that receives a "P" grade does not count in your GPA (but you receive the units).

NP = less than a "C" and not passing a course. A course with "NP" does not count in your G.P.A.

Using P / NP is a way to "protect" your G.P.A. The deadline to apply for P / NP option is usually the end of the 5th week of semester length classes. (See the front of your class schedule for exact deadlines.)

You cannot use the P / NP grade option for any course required under your major. There is a limit on the number of P/NP units—see a counselor.

TRANSFERABLE UNITS (TO UC, CSU):

Most, but not all, courses are transferable to UC, CSU. See course description in Grossmont College Catalog to check if a course does transfer.

REPEATING: If a student gets a grade of "D" or "F" or "No Pass (NP)" he / she is allowed to repeat that class. Only the second grade will be used to calculate your G.P.A. Your first grade must remain on your transcript but it will be notated that it is not included in your GPA. (See a counselor to make sure a "D" grade needs to be repeated.) Courses with a grade of A, B, or C are not allowed to be repeated.

APPLICATION FOR GRADUATION:

You must apply for graduation by the deadline listed in the class schedule. It is recommended that you apply during the semester you expect to graduate. See a counselor to make sure you have met general education and major requirements a semester before you expect to graduate. Forms are available in the Admissions Office.

FULL-TIME LOAD:

12 units minimum (spring and fall semesters). Students are not required to take summer classes.

WALK-IN / MINI-SESSION:

A counseling session that lasts about 15 minutes that you do not need to make an appointment for. The International Counseling office will have times posted and will let you know when you can meet with a counselor

COUNSELING APPOINTMENT:

A session that you can meet with a counselor for 30 minutes or 60 minutes depending on what you would like to speak with the counselor about. The International Counseling office will ask you questions so that they know how much time to give you to meet with a counselor.

TRANSFERRING TO A 4-YEAR UNIVERSITY?

There are 3 types of 4-year educational systems in California where students can earn a Bachelor's degree:

1. California State Universities, CSU (23 universities)
2. University of California, UC (10 universities)
3. Private Universities (USD, Alliant International University, National University, etc.)

Admission and course requirements for each of these universities can be different from one another depending on the student's major. See a counselor for details.

Transferring to CSU

- Most students follow CSU GE (also called "Plan B") to satisfy General Education (GE) requirements
- Engineering, nursing, teaching majors follow a different GE plan (see a Counselor)
- Minimum required units - 60 CSU transferable units (to be completed before transfer)
- Maximum community college units that can be applied to a BS / BA: 70.
- Check with a counselor for the minimum required GPA.
- Complete all of your GE and major courses. Have your GE certified (request form available at the admissions office) after being admitted to your university

Transferring to UC

- Most students follow the IGETC (Plan C) to satisfy GE requirements (see a counselor for exceptions)
- Maximum Transferable units: 70
- Minimum GPA: see a counselor since GPA varies depending on UC and your major
- UCs require a minimum of 60 UC transferable units before transfer

Students are advised to complete GE requirements as well as lower division courses in their major before transferring.

CALIFORNIA STATE UNIVERSITY APPLICATION FILING PERIOD

Students must apply 10 months before his / her planned transfer time.

		Priority Application Period
CSU	Fall Semester	October 1 - November 30, (10 months prior to transfer)

Currently a few CSU campuses may accept applications for spring transfer. See a counselor for details. You may apply on the web at <https://www.calstate.edu/apply> during the appropriate time. See your desired transfer institution for further information.

UNIVERSITY OF CALIFORNIA APPLICATION FILING PERIOD

Fall semester transfer: Apply November 1 - November 30, 10 months prior. Most UCs do not accept applications for winter / spring quarter / semester. (See a counselor for more information.)

TOEFL REQUIREMENTS FOR TRANSFER (TOEFL scores are valid for a maximum of 2 years)

CSU, California State Universities with a minimum of 500 / 173 TOEFL scores:

Bakersfield	
Chico	San Bernardino-No TOEFL needed if educated in U.S. (i.e. community college)
Fresno	Stanislaus
Fullerton	San Francisco State*
Northridge	Sonoma State University
San Jose (for most undergrad majors. 550 for Engineering. See below for higher TOEFL requirements.)	

Long Beach (TOEFL Score 500 / 173 or 60 units with A, B or C in English 120) except for:

Film and Electronic Arts	550 / 213 / 80
Journalism majors	600 / 250
Sacramento State University	510 / 180
Humboldt	525 /
Pomona	525 / 195

*TOEFL requirement at SFSU will be waived if F1 student transfers as an upper division student (i.e., with 60 units with GE completed in Area A + math.)

CSU's with 550 / 213 TOEFL Score Requirements Are:

Dominguez Hills	SDSU (or 2 years of continuous full-time enrollment in an academic program at a college in the U.S.A.)
East Bay (formerly "Hayward")	
Los Angeles	San Luis Obispo (for engineering majors, graduate degree and second bachelor degree applicants)
San Marcos*	San Jose State Univ (500, except Engineering majors 550)

*TOEFL requirement at SDSU and CSU San Marcos will be automatically waived if student has completed 60 transferable units in the USA by the end of the spring semester for fall transfer including 30 CSU GE units and Areas "A" and "math (or B4)" with a "C" or better. You can request a CSU to waive your TOEFL 'based upon' your academic history at GC.

	TOEFL C = Computer based test P = Paper-based test I = Internet based test	TOEFL waived with transferable English composition courses (not ESL) in a U.S. college
Berkeley	C: 220; P: 550; I: 83	2 courses required with grades of C or higher
Davis	C: 213; P: 550; I: 80	2 courses required with grades of C or higher
Irvine	C: 213; P: 550; I: 80	2 courses required with grades of C or higher
Los Angeles	C: 220; P: 550; I: 83	2 courses required with grades of B or higher
Merced	C: 220; P: 550; I: 80	2 courses required with grades of B or higher
Riverside	C: 213; P: 550; I: 80	1 course required with grade of C or higher
San Diego	C: 220; P: 550; I: 80	2 courses required with grades of B or higher
San Francisco (graduate school only)	**	Visit: saawww.ucsf.edu/graduate/prospect.htm#interapp for requirements.
Santa Barbara	C: 173; P: 500; I: 80	2 courses required with grades of C or higher
Santa Cruz	C: 220; P: 550; I: 83	2 courses required with grades of B or higher

UC, UNIVERSITY OF CALIFORNIA

A FEW PRIVATE UNIVERSITIES IN SAN DIEGO AND SOUTHERN CALIFORNIA

* University of San Diego (USD)	550 / 213 / 80
* National University	525 / 193 / 70
* Point Loma Nazarene U.	550 / 213 / 80
* Alliant International University	550 / 213 / 80

*University of Southern California (USC) now requires "100" on TOEFL. They suggest completion of English 120 and 124 for GE and take the TOEFL for transfer preparation.

**For TOEFL information or any other program specific requirements, please contact the appropriate school.

STUDENT SERVICE CENTERS

TRANSFER CENTER

Visit our Transfer Center located in building 10-173. Our Transfer Specialist is available to assist students. The phone number is 619-644-7215. Contact Dana Mints

Resources available in the Transfer Center include:

- Course equivalencies with many California universities.
- Transfer information from CSU, UC and selected private colleges
- College catalogs
- Names and addresses of all accredited colleges in the U.S. (Internet access information)
- Books and DVD's about selected colleges
- Application assistance for CSU, UC
- Use of computers for transfer research

CAREER CENTER

Offers a variety of career and personal assessment tools and information. Located in Building 60-140. Telephone 619-644-7614. Contact Renee Nasori

STUDENT EMPLOYMENT SERVICES

Offers on- and off-campus job opportunities. Located in Building 60-145. Telephone 619-644-7611.

TUTORING CENTER

Tutoring Center offers:

- Individual tutoring up to 2 hours per week per subject; 5 hour per week maximum
- Group tutoring
- Study skills workshops

Call or stop by the Tutoring Center located on the second floor of the Tech Mall in Building 70-202.

Phone: 619-644-7387. Contact person: Symone McDaniels

ENGLISH WRITING CENTER

The English Writing Center offers:

- Grammar and writing assistance software for both ESL and native English speakers
- Typing
- Computer tutoring
- Assistance from tutors and teacher
- TOEFL Sampler on CD-ROM

Contact Cynthia Koether at 619-644-7516, Room 70-119.

MATH STUDY CENTER

The Math Study Center offers:

- Drop-in Tutoring
- Computer assisted tutoring
- A place to study, do homework or meet study groups
- Quick answers to math questions
- Assistance from tutors, teachers, and study groups

Call 619-644-7706, Bldg 70-112 and 70-113. Contact person: Kathleen Flynn (kathleen.flynn@gccd.edu)

ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (A.S.G.C. Inc.)

Student Government Body representing students and their concerns. Students may also use their benefit cards to obtain free popcorn, instant noodle soups, bottled water, photocopies, scantrons, and other discounted items. This office is located in Building 60 (in the Student Center), 619-644-7604.

A.S.G.C. ACTIVITIES WINDOW

Located in Building 10. This office sells the A.S.G.C. Benefit Card, a student discount card which enables the student to obtain a textbook rebate, 10% cafeteria and campus and Ross bookstores discounts, cheap movie tickets, free popcorn and instant soups; and discounts at several area theme parks. Phone number is 619-644-7603.

Grossmont College Student E-mail Log-On Instructions

Microsoft Internet Explorer provided by GCCCD
(Grossmont - Cuyamaca Community College District)

Go to: <http://mail.gcccd.edu>

On the screen, you'll see a Dialogue Box. Type in your name like the following example:

User Name:	<div style="border: 1px solid black; padding: 2px; text-align: center;">justin.bieber</div> <p style="text-align: center; font-size: small;">firstname.lastname (same as WebAdvisor User ID)</p>
Password:	<div style="border: 1px solid black; padding: 2px; text-align: center;">030194</div> <p style="text-align: center; font-size: small;">Your Birthdate: mmddyy</p>

- Your e-mail address will be: **firstname.lastname@students.gcccd.edu**
- You will be logged onto your personal Microsoft Outlook student account.
- Student accounts for the new semester or term are activated during the first week of classes and de-activated during the last week of classes.
- You will be able to access to your Grossmont / Cuyamaca e-mail account from home (you will still need to have your own Internet Service Provider).
- Please note that student accounts are removed at the end of each semester.

Although many of you already have personal e-mail accounts, **I encourage you to use your Grossmont College e-mail address in addition to your current account.** During the academic year, Grossmont College staff and faculty will periodically send important information to your student e-mail account about class schedules, homework, special projects, enrollment, immigration announcements and workshop dates, student activities and more. Unless you use your student accounts, you may not receive such vital information.

Please check your student accounts at least once a week.

* For two students with the same name, the Log On name will contain firstmiddlelast names as follows: justindrewbieber (up to 20 characters). For any log on problems, see the SETL (Student Educ Tech Lab) tutor in the LTRC (library).

IMMIGRATION INFORMATION FACTS YOU SHOULD KNOW

International students MUST be full-time each semester; failure to do so may result in serious immigration problems.

1. What you need to know about your F-1 Immigration Status

- F-1 students must register for and complete a minimum of **12 units** per semester. (Summer enrollment is not required.)
- Any reduction in a full course load must first be pre-approved by an International Student Counselor and International Admissions Specialist. You need to submit a Petition form to Admissions and have that petition approved BEFORE you drop below 12 units.
- If you drop below 12 units without prior approval from Admissions, your name can be reported to U.S. Immigration Department of Homeland Security (DHS).
- You may work on campus part-time (up to 20 hours per week total during the school year and 40 hours per week during vacations).
- **You cannot work off campus** without prior approval from International Admissions and in some cases, U.S. Immigration (DHS). Working off campus without this authorization is illegal and is a violation of your F1 status.
- It is YOUR responsibility to maintain your immigration status and to ensure that all your immigration documents (passport, I-20 and I-94 number print-out @ <https://i94.cbp.dhs.gov>) are valid at all times.
- You must inform the Grossmont College Admissions Office of your correct address within 10 days of moving, and you must inform the International Student Specialist in the Counseling Center of any change in your email address.

2. Immigration Documents

- **Passport** - Maintain the validity of your passport at all times. Contact the consulate or embassy of your country in the U.S. for renewal procedures (refer to the back of this handbook for a list of consulates). It is usually not necessary to return to your home country to renew your passport.

IMPORTANT: Do not let your passport come within six months of expiration.

- **I-20** - Make sure your Form I-20 from Grossmont College is accurate and has been processed by one of the International Admissions Specialists / Designated School Officials.
 - ✓ I-20 must be valid at all times (check expiration date)
 - ✓ If the expiration date on your I-20 has passed, you must see an International Admissions Specialist immediately.
- **I-94 Number** – Please go to <https://i94.cbp.dhs.gov> to retrieve your I-94 number. This number represents your arrival/departure information to/from the U.S.
- **F-1 Visa** - This is placed in your passport by a U.S. Embassy Consulate and is necessary for entering the U.S. to be a full-time student. The F-1 visa is only an entry document and **it is NOT necessary that the visa be valid (as long as your I-20 is valid) while you are in the U.S.**

When traveling outside the U.S., you must have a valid F-1 visa for returning to the U.S.

3. **Where to Keep your Immigration Documents / Travel in the U.S.**

Your passport and I-20 document are your proof of legal status in the U.S. It is your responsibility to keep these immigration documents (passport, I-20, F-1 visa) in a safe and secure location. When you travel within the U.S., we recommend that you carry (securely) your passport and I-20 with you. Along certain California highways (for example, I-5 and I-15 North, on S-2 near Anza-Borrego Desert, and near the U.S.-Mexico border, etc.), cars may be stopped by Border Patrol. In these situations, you may need to show these documents in order to avoid any delay in your travel.

4. **Change of Address? - Let us know!**

Immigration law requires that you notify the Grossmont College International Admissions Office within **10 days of moving**. Grossmont College needs a current address at all times in order to contact you, send your registration appointments, inform you of important academic or immigration changes, etc. **This is VERY important.**

When you move:

Fill out an orange Grossmont College Change of Address Form in Admissions. Check the box that is marked International Student.

If you change e-mail addresses

- ✓ Contact Bryan Lam in Int'l Counseling at bryan.lam@gcccd.edu to give your new email address.
- ✓ Log onto WebAdvisor to update your email address so that you will be notified of important registration information by our Admissions Office.

5. **S.E.V.I.S.: What is it and why do you need to know about it?**

S.E.V.I.S. is an electronic reporting system developed by DHS (Department of Homeland Security) and the Department of State. The system has been developed for purposes of regular reporting of student information by the school to U.S. immigration.

S.E.V.I.S. - What the college must report to Immigration about you:

- Under-enrollment (below 12 units)
- Address Change
- Major Change
- Reinstatement / "Out of Status" (if you drop below 12 units without authorization)
- Transfer to other college / university
- Extension of Stay
- Shortened Stay (if you decide to go home or leave school early)
- CPT / OPT / Economic Hardship Employment Application
- Visa Renewal
- Other... (Please see an International Admissions Specialist to learn more)

6. Travel

Inside USA

- Carry (securely) your passport and I-20 with you.
- These documents along with your driver's license (if you are driving) are your proof of identification and may help prevent any delay in your highway travels at border patrol checkpoints.

Outside USA

- **UNEXPIRED VISA** - If your visa will not expire before your return to the U.S.A., you will need a valid travel signature from Admissions (signatures are generally good for 6 months).
- **EXPIRED VISA** - If your visa will expire before your return to the U.S.A., you will need a new I-20 for visa renewal. Go to the Admissions Office with your passport and current I-20 **at least** 14 days before your departure for necessary documents.
- **TIJUANA, Mexico TRAVEL** - For travel to Tijuana, you **MUST** obtain a travel signature on your I-20 and bring your I-20 and passport. Also, check with International Admissions regarding current re-entry procedures for F-1 students.*

***IMPORTANT** - NEVER give false / untrue answers to an Immigration or Border Patrol officer's questions. Lying to a federal officer is a felony offense, and Grossmont College cannot help you in such matters. For example, do NOT tell a border patrol officer that you are a U.S. citizen; if you do, you can be barred from the U.S. for life. If you forget your passport or I-20, and you are crossing the border to re-enter the U.S., you will need to state so.

7. Obtaining a New F-1 Visa

It is not possible to obtain an F-1 Visa from within the U.S. F-1 visas are issued only at a U.S. Embassy / Consulate outside the U.S. To renew or obtain an F-1 Visa in your home country you will need:

- I-20 with a valid travel signature on page 3
- Updated financial documents proving your source of funding
- Many consulates also require your official transcripts
- Other documents may also be required by the Embassy / Consulate

8. Change of Major

Complete the correct form in the Admissions Office AND inform an International Admissions Specialist.

9. Concurrent Enrollment

International students can take a course at another college or university under certain circumstances:

- If a needed course is not offered at Grossmont College
- If during your last semester, you have less than 12 units to complete your studies and you would like to take a course at another college / university.

To request permission for concurrent enrollment a student must fill out a "concurrent enrollment form" with Admissions and Records. Please submit your request form **early** to avoid delays in your registration at the other school.

10. **Online Course Policy for F-1 Students**

F1 students are limited in the number of online classes they may take each semester. **If a student wishes to take a 3 or 4-unit online course, they must also take AND complete a minimum of 9 units of traditional, in-class (face-to-face) units.** “Hybrid” classes are considered “traditional” classes (not “online”). IMPORTANT: If a student has 6 units of online classes and 9 units of traditional, and then during the semester, they drop 3 units of the traditional classes, they will be considered UNDER-ENROLLED and may lose their F1 immigration status. In this case, the student may be required to transfer out of Grossmont College or depart the U.S.

Immigration regulations limit the number of online classes F1 students may take each semester. **If a student wishes to take a 3 or 4-unit online course, they must also take a minimum of 9 units of traditional, in-class (face-to-face) units.** Hybrid classes (listed on WebAdvisor as “Internet <50%”) include both traditional face-to-face classroom instruction and online coursework and are NOT considered to be “online.”

Examples:

CLASS SCHEDULE EXAMPLE	OK or NOT OK?
9 units traditional classes + 3 units online classes	OK
9 units traditional classes + 4 units online classes	OK
9 units traditional classes + 6 units online classes	OK (but student may NOT drop any traditional classes)
6 units traditional classes + 6 units online classes	NOT OK
3 units online classes ONLY in last semester	NOT OK
1 unit traditional classes + 3 units or more online in last semester (must petition)	OK (with petition approval)
3 units traditional classes + 9 units online classes	NOT OK

IMPORTANT: If a student has 6 units of online classes and 9 units of traditional, and then during the semester, they drop 3 units of the traditional classes, they can be considered UNDER-ENROLLED and may lose their F1 immigration status. In this case, the student may be required to transfer out of Grossmont College or depart the U.S.

NOTE: Are you transferring to **University of San Diego (U.S.D.)**? – The University of San Diego does **NOT** accept online courses for transfer. Keep this in mind when planning your course schedule.

As a portion of the student’s “full course of study,” only one 3 credit course may be taken online or through a Distant Learning class that does not require regular attendance.

11. **Employment**

Full-time F-1 students may work on-campus up to 20 hours per week total. VERY IMPORTANT: Do not accept off-campus work unless you have Immigration authorization. Working off-campus without authorization is illegal and may lead to a loss of your F-1 status and deportation. To learn more about employment opportunities available to F-1 students, see section entitled "International Student Employment" in this handbook.

12. **Failure to comply with your F-1 immigration responsibilities**

- If you fail to comply with (obey) F-1 immigration regulations, you may lose your student status and be reported by the college to Immigration as "out of status."
- If you do not obey F-1 immigration responsibilities, you also cannot take advantage of F-1 benefits (such as on-campus work and practical training).

13. **Reinstatement**

- If you are considered "out of status" by the Admissions Office, then your I-20 is terminated.
- You will have to apply for Reinstatement through United States Citizenship and Immigration Services (USCIS).
- Reinstatement means that Immigration considers returning your F-1 status back to you.
- The application costs \$300 or more and approval is NOT guaranteed.
- Also, if a student goes out-of-status and is approved for reinstatement and then leaves the U.S., the student must re-apply for a new F-1 visa in their home country before being able to return to the U.S.
- Many U.S Embassies / Consulates do NOT extend / renew F-1 visas in these situations, so it's VERY important that you remain in status!

14. **Completion of Studies / After Graduation**

After graduation (or practical training), F-1 students have a sixty-day grace period to transfer to a new school, change status, or depart the U.S.

- If you are transferring out, please submit an acceptance letter from your new school to the International Admissions Office in order to release (transfer) your I-20 to the new school.
- If you are completing your studies at Grossmont College but not graduating, you have 15 days to depart the U.S. Please come to the International Admissions Office to sign and submit a Completion of Studies Verification Form.
- Students who have a petition approved to withdraw from the college before the end of the semester have 15 days to depart the U.S.

15. **Overstay of F-1 Student**

- F-1 students may not overstay their legal immigration period.
- F-1 students have 60 days to depart the U.S. after graduation (or practical training).
- If Immigration determines that a student overstayed illegally for 180 days (6 months), the student will be denied from returning to the U.S. for 3 years.
- If Immigration determines that a student overstayed illegally for 1 year, the student will be barred from returning for 10 years.

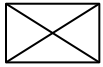
These regulations show how important it is for students to stay in status (to be full-time students on a continual basis) and to return to their home countries within 60 days after graduation or after Practical Training has expired. If you have questions concerning the above, please see an International Admissions Specialist.

POSTAL AND E-MAIL ADDRESS CHANGE

MOVING?

If you change addresses while studying in the U.S., it is your responsibility to inform both Grossmont College International Admissions and Immigration within 10 days.

To inform Grossmont College of your new address, fill out a "Change of Address" form (an orange half-sheet like the sample below) and return it to the Admissions Office.



*International Student on
F-1 Visa Check Here*

Grossmont College
Address and/or Email Change

Name _____ ID # _____
Last First Middle

New Address

SAMPLE

Number Street City State Zip

Phone Number _____ Email Address _____

Signature _____

Note: If you have applied for graduation indicate the semester and year.

Spring _____ Summer _____ Fall _____

Office Use Only		
Date _____	New Residency _____	District _____

E-MAIL ADDRESSES

During orientation, your e-mail address will be added to the Grossmont International Student E-mail Distribution List. Important Admissions, Counseling and Immigration announcements will be sent to your e-mail account on a regular basis. If you are not receiving these messages or you have changed your e-mail address, please Bryan Lam at bryan.lam@gccd.edu. It is important for you to keep your e-mail address valid at all times. Once you've transferred or graduated, you may request that your e-mail be removed from the college's list by e-mailing the address above.

INTERNATIONAL STUDENT EMPLOYMENT

International Students May Qualify for One of Four Types of Employment

1. On-Campus Employment

All F-1 students may apply for on campus employment. Contact the college's Student Employment Services Office (644-7611; Building 60-145, www.grossmont.edu/studentempervices) or individual departments directly for job opening information.

Student must:

- Be in full-time status
- Work no more than a total of 20 hours per week while attending school
- Have social security card (or applied for one)
- Complete Grossmont College personnel forms

2. Curricular Practical Training (C.P.T.) (off-campus)

This form of employment is for experienced students who wish to gain practical experience within their chosen major. Students can work temporarily in "internship" type positions.

- Student must have been enrolled in an academic program for one year (language schools do not count)
- Student must have declared a major and completed 9 - 12 units in that major.
- Student must have a hire letter from the company that is going to employ them; job must be directly related to major.
- Student must register for a minimum of 1 unit of work experience, internship, or special studies (See International Student Counselor for details)
- Student must see an International Student Counselor and meet all eligibility requirements (including submission and approval of "CPT Sign-Off Sheet") before work authorization can be granted.

3. Optional Practical Training (O.P.T.) (off-campus) (Usually only after completion of studies)

This form of employment is generally for students who are obtaining certificates of achievement or associates degrees and who wish to work for one year in the U.S. in a job related to their major.

- Job must be directly related to student's major
- 12 months maximum of full-time authorized employment by Immigration.
- Can be full-time or part-time jobs (depending on when student will be working)
- Student needs to attend the practical training workshop or make an appointment to see an International Student Counselor.

4. Off-Campus Employment Due to Financial Hardship

International students are eligible to apply for off-campus work permission due to unforeseen financial hardship. Usually it is required that the student has been in status for nine months and has made a good faith effort to find employment on-campus before applying for off-campus work permission due to financial hardship. The student must also submit documentation to verify or explain the circumstances of the financial hardship. Approval of your application is not guaranteed.

To Apply for Work Permission Due to Financial Hardship:

1. Look and apply for appropriate work on campus through the Student Employment Services Office or directly with a department.
2. Prepare a written statement requesting off-campus employment due to unforeseen economic hardship explaining how and when your financial situation changed.
3. Obtain supporting documentation / letter from your financial sponsor explaining the financial situation.
4. Make an appointment with the International Student Counselor to complete U.S.C.I.S. form I-765 and bring with you the following:
 - your current form I-20 and passport
 - check for \$410, payable to U.S.C.I.S.
 - your letter explaining reasons for your unforeseen financial hardship.
 - supporting documentation and/or a signed and dated letter from your sponsor explaining the unforeseen financial difficulty
 - copy of photo I.D. and expiration date / page in your passport
 - copy of the front and back of your I-94 number (print-out from <https://i94.cbp.dhs.gov>)
 - copy of your F-1 visa page
 - two "passport-style" photos
 - must be registered in 12 units for fall / spring

Please note that it may take 90 days or more to receive authorization for employment. You may not begin employment until you receive the Employment Authorization Document (EAD) card from U.S.C.I.S.

FEDERAL AND STATE TAX REQUIREMENTS FOR INTERNATIONAL STUDENTS

ALL F-1 students who lived in the U.S. the previous year, even if for just one day, *must* file the following Internal Revenue Service (IRS) form by April 15:

- **IRS Form 8843**

This is a requirement even if you did not earn any U.S. income.

If an International Student on an F-1 Visa works and earns income in the U.S. and earns \$3,900 or more, then he / she is required to file the following forms:

1. IRS Form 1040 NR
2. California 540 NR Form
3. IRS Form 8843

If you have not earned any income in the U.S. then the only form you must file is 8843. If you earned \$10,350 or more (based on 2016), you must also file federal income tax forms (usually 1040 NR or 1040 NR-EZ). To download forms 1040 NR, 1040 NR-EZ, and 8843, go to www.irs.gov. For assistance in completing these federal forms you may call 24 hours a day, 7 days a week for recorded information at 1-800-829-4477 from a push-button telephone. If you need to speak with someone call 1-800-829-1040. You will have faster service if you call this number early in the morning. They are open 7:30 a.m.-5:00 p.m., Monday-Friday.

The California State 540 NR form must be filed only if you earned more than \$16,597 (based on 2016) in one year in worldwide income which includes scholarships, dividend/interest income, and working on or off-campus. You do not count as income the money you receive from your sponsor or parent to pay for education and living expenses while here in the United States as part of the \$16,597. If you have worked and taxes were withheld from your paycheck, you will need to file form 540 NR to receive a refund on this money withheld. If you received a grant from your government to pay for your education the portion used to pay for your room and board is taxable; it is suggested to see a professional tax expert if this is your situation.

Not filing tax returns or filing them incorrectly could result in interest and penalties in addition to taxes due and other unexpected consequences in the future.

This federal requirement is not a part of International Student Admissions or the Counseling Office. Grossmont College staff and faculty are not tax experts and they will not be able to assist you or answer any specific questions regarding the above required forms.

YOU SHOULD ALWAYS KEEP COPIES OF ALL MATERIALS SENT TO THE IRS.

STUDENT HEALTH SERVICES AND MENTAL HEALTH RESOURCES

(619) 644-7192

Monday-Tuesday: 9:00 a.m.-6:00 p.m.

Wednesday-Thursday: 9:00 a.m.-5:00 p.m.

Friday: 9:00 a.m.-1:00 p.m.

Closed Saturday and Sunday

Call before going there.

Grossmont's Student Health Services Office, Building 60, Room 130, offers the following health services:

- Referrals to local health clinics and doctors
- First aid and treatment
- Health counseling for:
 - drug or alcohol problems
 - eating disorders
 - depression or anxiety problems
 - infectious diseases
 - AIDS/HIV testing and counseling
 - birth control
 - weight management
 - many other health concerns
- Health education: pamphlets and videos, speakers
- Screening for:
 - high blood pressure
 - cholesterol
 - tuberculosis
 - vision problems
 - hearing
 - pregnancy tests
 - strep throat
 - diabetes
- Immunizations for:
 - Tetanus, measles, mumps, rubella, diphtheria, pertussis (tdap), flu, Hepatitis B

MENTAL HEALTH

Living and studying in another country can, of course, be a stressful time in your life. You may experience frustration, anxiety and depression as you learn to deal with your new environment. Sometimes, however, feelings of anxiety or depression may be stronger or last longer than you're able to handle. In such cases, a student may use the resources below, or find their own personal therapist.

Matthew Ring, Mental Health Counselor, Grossmont College. For appointments: (619) 644-7192

Services free for currently enrolled and attending GC students. Individual, couples, or group counseling.

- 1) **Crisis Hotline:** If you're having a crisis and need immediate mental health care help, call the San Diego Access Crisis line at 1-800-479-3339. This is a 24-hour help line. If not a crises, see below for other options.
- 2) Contact an International Student Counselor at Grossmont College (619-644-7841)
- 3) Visit Student Health Services (therapist available free first time; \$3 for additional visits)
- 4) If Asian, you may use the counseling services of UPAC (Union of Pan-Asian Communities). This community organization offers very inexpensive counseling services (practically free to people who have no incomes) to people of Asian origin. Most of their licensed therapists are bilingual and counseling sessions may be conducted in a number of Asian languages. UPAC is located at 5348 University Avenue, Suite 101, in San Diego (near 54th and University). Their phone number is (619) 229-2999
- 5) SDSU Center for Community Counseling Clinic (619) 594-4918
(Visits with counselor/therapist interns. Cost: \$5 - \$10 each visit)
- 6) Center for Community Solutions (Counseling on a sliding fee scale for domestic violence and sexual assault victims)
460 North Magnolia, Suite A, El Cajon, CA 92020 (619) 697-7477 www.ccssd.org

MEDICAL INSURANCE

Because of the high cost of medical care in the United States adequate health insurance coverage is highly recommended for all International students. Students may wish to purchase medical insurance from their home countries or purchase a plan in the U.S., which specifically covers F-1 international students. An insurance plan with reasonable premiums and benefits for International students is available in the Health Services Office.

Here are some Health and Dental Insurance Companies that insure International Students:

[International Student Insurance](#)

[Compass Student Insurance](#)

[ISOA](#)

[Betins Insurance](#)

[PSI Health Insurance](#)

[Visit Insurance](#)

[iNext](#)

[Delta Dental – Individual Dental Insurance](#)

[Co-Health Dental Discount Plan](#)

To Purchase Your Insurance Online:

1. Go to the company's website
2. F-1 International Students' (Under the Student Insurance tab)
3. Click on "Brochures" to view the plan details – OR -
4. Click on "Enroll Online" to purchase the plan with a credit card
5. Select California and then Grossmont College in the drop down boxes.
6. Create your User Account to purchase the plan.
7. Remember to call the insurance company to verify your insurance has been activated.

HEALTH INSURANCE TERMS

Basic Medical Coverage

The first level of insurance designed to cover those expenses that exceed a small deductible (payable by the insured person). The basic medical benefit usually covers physician's fees, laboratory tests, nurses' fees, prescription medicine, and hospital expenses.

Coverage, or Covered Expenses

Those medical expenses that will be paid by the insurance company.

Deductible

Initial medical expenses per doctor visit or within a specific time period paid by the insured person and not reimbursable by the insurance company.

Effective Date

The date on which the insurance policy takes effect, usually the first day of classes.

Exclusions

Expenses not reimbursable by the insurance company.

Major Medical Coverage

The second level of insurance designed to cover those expenses that exceed the limits of the basic medical benefit.

Medical Evacuation

Coverage for transportation of the insured person back to the home country as recommended by the attending physician for medical reasons.

Pre-Existing Conditions

Physical conditions existing prior to the effective date of the policy that may not be covered by the insurance company.

Premium

The nonrefundable cost of the insurance.

Underwriter

The insurance company.

(Adapted from the National Association for Foreign Student Affairs)

GAS, ELECTRICITY AND TELEVISION SERVICES

Gas and Electricity Services can be contacted 24 hours a day, 7 days a week at 1-800-411-7343, the SDG&E Office. Business location and office hours: 104 North Johnson Ave., El Cajon, M-F, 8 a.m.-5 p.m. www.sdge.com

To place a service order, you will need:

- Name and phone of your landlord and your new residence.
- There will be a service establishment charge of \$5 to \$30 billed to you.
- Deposit required (usually will be used toward paying your monthly bills unless you request a refund with interest when placing your service order). Deposit amount is approximately twice the average monthly bill for your address. Deposit will be added to your monthly bill.

Home Phone, Internet and Cable Television Services:

You may wish to have a home phone, Internet service and/or cable television service may be included in a package. Check with each company to see what types of packages they offer, and how to open an account. Also, check with each company whether you can open an account without a social security number (if you don't have one).

1. COX	www.cox.com	619-262-1122 (24 hrs)
2. AT&T	www.att.com	800-288-2020
3. Time Warner	www.timewarnercable.com	858-695-3220 (24 hrs)
4. Direct TV	www.directtv.com	855-838-4388
5. Dish TV	www.dish.com	888-656-2461

To order home phone service from AT&T, call 1-800-288-2020 during office hours: M-F, 8:00 a.m.-7:00 p.m. and Saturday, 8:30 a.m.-5:00 p.m. AT&T requires a Social Security and California Driver's License number to open a new account. Without these, you will need to pay a deposit.

There will be a connection service charge (amount depends on location and number of telephones). Phone service will be connected within 2-5 working days. For information online, go to www.att.com.

TELEPHONE SERVICE

Cell Phones: Mobile phones are perhaps the most convenient telephone type to have. Below is a list of cell phone companies which offer service here in the U.S. Check with each company to learn whether a social security number is required. A deposit for those students without SSN's may be required. Sometimes, students without SSN's may need to open new cell phone accounts inside a mobile phone service center.

Local Cell Phone Stores:

- AT&T (619) 667-5636, 5500 Grossmont Center Drive, Space B1-64, La Mesa, CA 91942
(at Grossmont Center Mall)
- Sprint (619) 596-2480, 9808 Mission Gorge Road, Suite B, Santee, 92071
(at the Santee Trolley Station Center, next to "Chilis")
- T-Mobile (619) 466-2501, 5454 Grossmont Center Drive, La Mesa, CA 91942
(next to mall by Staples)
- Verizon (619) 644-2900, 5500 Grossmont Center Drive, Ste. B3-53E, La Mesa, CA 91942
(at Grossmont Center Mall)



Information: Dial 411; if you cannot locate the number you need in the phone directory. There is a \$1.50 per call. (For free directory information, you may also go to the Internet to such sites as www.google.com.) There is also a toll free information number at 1-800-555-1212.

Emergency: In case of an emergency (i.e., fire, injury, burglary and such) dial 911 for help. Be able to describe the situation and give your address.

Long-Distance Companies:

Check the yellow pages under "Telephone Communications Companies" for a complete listing of long-distance companies.

Long-Distance Dialing:

INSIDE THE U.S.: First dial 1, then the area code, then the phone number.

For best rates contact your long distance company, and check the information below.

OVERSEAS: Dial 011, then the country and city code, then the phone number. See the front of the White Pages in your telephone book for country and city codes.

From a pay phone the operator will tell you how much money to deposit for a three minute call. You may also use telephone company credit cards; read the directions on the back of this card on how to start the call before dialing.

Phone Cards: Several communications companies offer discount phone cards available at local stores, including many of the nearby international food markets. You can also purchase phone cards on-line. Some Websites such as www.zaptel.com display price comparisons of several phone cards, allowing you to see which company is offering the lowest rate for the particular country you wish to call.

Change of Telephone Number: When moving outside of your immediate neighborhood, your telephone number will likely be changed. To notify callers of your new number, you may request the telephone company to put a recording on your old telephone number. When your old telephone number is called the recording will tell callers your new number.

POSTAL INFORMATION

Mail is delivered every day except for weekends and holidays. Put your last name on your mailbox. When sending mail always use the complete address and make sure your return address is clearly written. As of 2015, U.S. letters of up to 1 ounce (oz.) costs \$.49 for postage, while U.S. postcard postage is \$.34. Letters to international destinations are \$1.10. For international postage and other information, call the toll-free U.S. Post Office information number at (800) 275-8777 or via Internet, go to www.usps.com.

Local post offices:

- | | |
|--|--|
| <p>1. El Cajon (619) 588-8665
401 W. Lexington Ave. 92020
(at Van Houten Ave. & Avocado Ave.)
Mon.-Fri., 8:30 a.m.-5:00 p.m.
Sat., 8:30 a.m.-12:00 noon</p> | <p>3. Santee (619) 448-2177
9518 Mission Gorge Road
Near Town Center Parkway
Mon.-Fri., 9:00 a.m.-5:30 p.m.
Sat. 9:00 a.m.-3:00 p.m.</p> |
| <p>2. Navajo (619) 461-8667
(closest post office to Grossmont College)
6519 Bisby Lake Avenue 92119
(behind Albertson's at Lake Murray Blvd. & Navajo)
Mon.-Fri., 9:00 a.m.-5:00 p.m.
Sat: 9:00 a.m.-1:30 p.m.</p> | <p>4. Grossmont Center, La Mesa
5500 Grossmont Center Drive
(located next to CVS Drug Store in the Grossmont Shopping Center)
Mon.-Fri., 9:00 a.m.-5:00 p.m.</p> |
| | <p>5. La Mesa (619) 460-4659
6055 Lake Murray Blvd.
La Mesa, CA 91942
Mon.-Fri., 10:00 a.m.-4:00 p.m.
Sat. 10:00 a.m.-1:00 p.m.</p> |

When You Move: You need to notify Grossmont College (Admissions Office) AND the post office by filing a **change of address notice** in person or for a \$1 fee online at <http://moversguide.usps.com> Look for the U.S. Postal Service's "Mover's Guide" booklet at your local post office, or print the change of address notice from www.usps.gov. Once the form is submitted, your mail will be forwarded from your old to your new address for one year. Notifying the post office of your new address, however, does not guarantee that mail from Grossmont College will reach your new address. You must notify Grossmont College of your new address at the same time!

When You Go On Vacation: If you will be away on vacation for 30 days or less, you can file a "Vacation Hold" form to request that your local post office hold your mail for you until you come back. To place a Vacation Hold, go to the post office which services your home and file the appropriate form.

For Vacations Longer Than 30 Days: In general, the U.S. Post Office will not hold mail longer than 30 days. If you will be gone for summer vacation, for example, it is suggested that you submit a change of address form for temporary forwarding, and have your mail forwarded to a relative or trusted friend.

SOCIAL SECURITY CARD

What Is a Social Security Card?

A Social Security card is a tax payer identification card. The 9-digit number on the card is intended to accurately record your employment earnings in this country. Most employees are required to pay a certain percentage of their income to the Social Security System through the Federal Insurance Compensation Act (F.I.C.A. tax). F-1 students are not required to pay F.I.C.A. or Medicare taxes, but may be required to pay state and federal income tax. All employees in the U.S. must have a Social Security Number (SSN) in order to work.

When Should an International Student Apply for a Social Security Card?

The only acceptable purpose for an F1 student to obtain a Social Security card is if you have been hired or are employed. You may NOT obtain a Social Security Number (SSN) if you have not been hired or are not working. Many students think they need a SSN to obtain a cell phone or rent an apartment. While a SSN is required by some cell phone companies and apartment complexes, students will not be able to get a SSN for these purposes. Please see the telephone and housing sections of this handbook for further information.

Other reasons you may need to visit the Social Security Office:

• To get a California Driver's License:

- 1) If you do not have a SSN and you do not intend to work, you will not be eligible for a SSN.
- 2) To get a driver's license, you will need to provide the Department of Motor Vehicles (DMV) your immigration documents and let them know that you are an international student who is not eligible for a SSN since you are not working.
- 3) Bring your passport, I-20, I-94 and Visa with you to the DMV.
- 4) Your immigration documents will be verified by immigration and the DMV will be notified of your immigration status directly.
- 5) You may take the written and driving tests at the DMV and be issued a temporary license during this verification process.

HOW DO I APPLY FOR A SOCIAL SECURITY CARD?

(See above information to make sure you are eligible for a Social Security Card)

You can apply after the third week of classes once your classes have been paid in full and the drop deadline has passed.

You must also have a job offer and employment letter from a campus employer. You will need to go in person to one of the social security offices. The closest offices to Grossmont College are located at:

- 1) 810 Arnele Ave., El Cajon (In the MOR Furniture Plaza) 92020 (recommended, as they process many SSN applications for F1 students)
- 2) 7961 University Avenue, La Mesa, 91942 – *This location no longer does Social Security Card applications*
- 3) 1333 Front St., downtown San Diego, 92101
- 4) 109 West Ash Street, San Diego, 92101
- 5) 8505 Aero Dr., San Diego 92123

Please keep in mind that processing times for SSN applications vary. It may take anywhere from 10 days to 8 weeks for the Social Security Administration to send your SSN to you. Although it is possible to begin working before receiving your SSN, keep in mind that you will not be able to be paid until your employer sees and photocopies your Social Security card. If you want to work before receiving your SSN, be sure to request an application receipt from the SS Office. Bring that receipt to your employer for photocopying.

You must bring the following documents when you apply:

- valid passport*
- I-94 print-out
- F-1 Visa (or USCIS receipt verifying change to F-1 status)
- original I-20 with USCIS stamp on upper right-hand corner or an I-20 travel signature on the back of the I-20 (see International Admissions if you do not have one of these on your I-20)
- letter from Grossmont College Admissions Office, verifying your eligibility as an F-1 student with an on-campus job offer
- campus employment letter from the office hiring you (letter must state that you have actually been hired, not just offered a job)

*Note: If the passport was issued less than one year prior to the date of the social security card application, the student must also bring another original document which lists the date of birth. This document must be older than one year. (Example: school ID card, original transcripts, driver's license, military ID, or birth certificate.)

IMPORTANT TELEPHONE NUMBERS

EMERGENCIES

For Emergencies

	911
Poison Control Center	1-800-222-1222 (1-800-876-4766)
La Mesa Fire Department	619-667-1355
La Mesa Police Department	619-667-1400
Suicide Prevention	800-479-3339 or 800-273-8255

GROSSMONT COLLEGE CAMPUS

Admissions and Records	619-644-7186
Bookstore	619-644-7674
Library	619-644-7355
Counseling Center	619-644-7208
Health Center	619-644-7192
Security/Police/Parking	644-7654 or 465-0751
Tutoring Center	619-644-7387
College Cashier	619-644-7660

GOVERNMENT AGENCIES

Parks and Recreation Dept., San Diego County	858-694-3049 or 858-694-3030
Developed Regional Parks, San Diego City	619-235-1100
Postal Information	1-800-275-8777

CRISIS CALLS

Alcoholics Anonymous	619-265-8762
San Diego Access Crisis Line (for Mental Health emergencies)	888-724-7240
Center for Community Solutions (for domestic abuse or rape)	619-697-7477 or 858-272-5777

HOSPITALS

Alvarado Community Hospital	619-287-3270
Grossmont Hospital	619-740-6000
Scripps Mercy Hospital	619-294-8111
Sharp Memorial Hospital	858-939-3400
UCSD Medical Center	858-657-7000 or 619-543-6222

CLINICS

Bay Park Medical Clinic	619-275-4501
Mid City Community Clinic	619-563-0250
Mission Valley Medical Clinic	619-295-3355
Planned Parenthood, Mission Bay	1-888-743-7526
Department of Health Services (County of San Diego)	619-515-6770
Women's Health Care Center, National City	619-267-8313 or 470-7480
U.S. Healthworks (La Mesa)	619-697-3093
U.S. Healthworks (Kearney Mesa, 24 hours)	858-277-2744

OTHER

San Diego Gas and Electric Co.	1-800-411-7343
San Diego Metropolitan (Bus, Trolley, and Coaster Train)	619-238-0100 / 619-233-3004
Traffic Report	1-800-427-7623
Surf Report	619-221-8824
International Visitor Information	619-236-1212

HOW TO OPEN A CHECKING AND SAVINGS ACCOUNT AT A BANK

Most banks are open Monday through Friday from about 9 a.m. to 6 p.m. Some banks are also open on Saturdays for a few hours. When you open an account you can usually get an ATM (Automated Teller Machine) card and thereby have banking access 24 hours a day. There are several kinds of bank accounts: the two main kinds are checking accounts and savings accounts. A checking account allows you to write checks to pay bills and make purchases, as well as use a "check card" to withdraw funds while making purchases. A savings account allows you to earn interest on money deposited and deposit or withdraw money in person or with your ATM card.

Although many banks offer free savings / checking accounts, some accounts have minimum balance requirements or limits on customer services. It is important to shop around for the bank and account type which best suits your individual needs. Make sure you find out about the balance requirements, personal / telephone and online banking services and monthly service and transaction fees associated with a particular account BEFORE opening the account.

To open a bank account you need:

- a valid passport
- I.D. (major credit card, or student photo I.D.)
- most banks require a minimum amount to open an account

Transferring money from foreign countries: It is recommended to transfer money through wire transfer (transfer of money from bank to bank). You must have the following information to set up a wire transfers:

- the routing number from your US bank
- the U.S. bank address
- your account number
- your name on the account

Contact your sponsor overseas with the above information.

The following is a list of banks located close to Grossmont College that may provide specialized services to Grossmont's International students.

Chase
8850 Navajo Road
San Diego, CA 92119
(619) 465-3886
M-F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-4:00 p.m.

Union Bank of California
8630 Lake Murray Blvd.
San Diego, CA 92119
(619) 667-3023
M-TH: 9:00 a.m.-5:00 p.m.
F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-1:00 p.m.

Wells Fargo Bank
8898 Navajo Road, Ste. A
San Diego, CA
(619) 644-2760
M-F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-4:00 p.m.

Bank of America
5500 Grossmont Center Drive
La Mesa, CA
(619) 667-5794
M-F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-1:00 p.m.

Wells Fargo Bank
5610 Lake Murray Blvd.
La Mesa, CA 91942
(619) 464-3877
M-F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-4:00 p.m.

Chase Bank
866 N Johnson Ave
El Cajon, CA 92020
(619) 442-1617
M-F: 9:00 a.m.-6:00 p.m.
Sat.: 9:00 a.m.-4:00 p.m.

For a more complete listing please search online or refer to the yellow pages. The above mentioned businesses are not endorsed by Grossmont College.

DRIVING IN CALIFORNIA

California Driver's License:

California's Department of Motor Vehicles (DMV) requires you to have a California driver's license if you plan to own and/or drive a car while living in California, even if you have a valid international driver's license.

To Get a Driver's License You Need To:

1. Present your Social Security Card*
2. Pass the written DMV test (see below).
3. Show a valid passport, I-94 card and S.E.V.I.S. I-20.
4. Be 16 years or older.
5. Pay the \$33 fee for a driver's license.
6. Pass the DMV vision test.
7. Give your thumb print.
8. If you have one, bring your driver's license from your home country in order to get a temporary driver's permit until you take the driving test.
9. Pass the driving test.

*If you do not already have a Social Security Card, you will need to tell the DMV that you are an F1 international student who is not working and therefore not eligible for a SSN. You will need to present all your immigration documents to the DMV so that the DMV can verify your identity and immigration status. (Make sure you bring all your immigration documents with you.) This verification process may take 90-120 days or more. During this time, you may take the driving test and if you pass, you will be given a temporary 90-day "paper" license. This temporary license can be renewed until your photo license is issued. The DMV will ONLY issue your photo license after all of the above requirements have been met AND your identity and immigration status have been verified with U.S. Immigration. If the DMV tells you that you are not eligible for a Driver's License due to an immigration problem, please call International Student Counseling at 619-644-7841.

To prepare for the written test you will need a driver's manual, which is available at all DMV offices or on-line at the DMV website. Although not required, you are strongly encouraged to make an appointment for the written test. The DMV is often crowded; it is not uncommon for people to spend 30-60 minutes or more waiting in line. For the driving test, you must call to schedule an appointment and provide the car in which to take it. After passing the driving test, you will be issued a temporary driver's license which you may use until you receive your photo license in the mail. If you do not receive your photo license in the mail and your temporary license is going to expire, you need to either set up an appointment to renew the temporary license or call the toll-free DMV number and request that another temporary license be mailed to you.

*A permit is issued in cases where the applicant does not have a driver's license from their home country or where the applicant only has an International Driver's License. A permit allows the applicant to drive ONLY when there is another adult (over 18 years of age with a valid license) also in the car.

DMV Website: www.dmv.ca.gov

Toll-free DMV Telephone Number: (800) 777-0133

The following is a list of a few DMV offices:

1. El Cajon, 1450 Graves Ave.
2. Claremont, 4375 Derrick Drive
3. Grant Hill, 2640 Market Street

For other DMV offices see "State and Government Offices" in the front of your telephone book under Motor Vehicles Department.

Driving Schools:

The following driving schools offer "behind-the-wheel" instruction to prepare you for the driving test given by DMV. These schools are merely suggestions. We recommend that you contact them or other schools which you can find online or through the "Yellow Pages" under "Driving Schools" and choose the one with which you feel comfortable. There is a charge for driving instruction.

1. Safety School of Driving (619) 442-1544
\$85 for 2 hours; \$240 for 6 hours (teenagers).
\$269 for 6 hours; \$85 for 2 hours (adults)
free pick up and drop off
www.safety-dr-school.com

2. Teen Driving School (619) 282-7900
www.teendriving-school.com
\$15 test online (optional)
\$55 online driver education
\$90 in-class driver education
\$250 for 6 hours training for under 18 year old
Plus \$45 per hour for adults (> 18 year old)
Pick up and drop off

Vehicle Registration:

When you purchase a new or used car from a licensed California dealership, the dealer will collect the appropriate sales tax and fees to register the car with the Department of Motor Vehicles (DMV). The dealer will give you temporary papers showing that the purchase has been completed and within 4-8 weeks you should receive a REGISTRATION CARD and a CERTIFICATE OF TITLE if you paid 100% of the cost of the car.

If you purchase a used car from an individual it is the seller's responsibility to provide a smog certificate that is dated within the last 90 days. It is illegal to sell a car in California that cannot pass smog certificate code number 24007(a). **You are responsible for going to the DMV within ten days to pay the sales tax (8% of the purchase amount for San Diego; 9% for El Cajon) and appropriate transfer (\$20) and registration fees (cost varies).** To register a car with the DMV several items are needed:

1. "Pink slip" (proof of ownership) with proper signatures of former car owner.
2. Smog certificate (must be provided and paid for by previous owner before you pay for the car).
3. Current registration (from previous owner).
4. Your valid driver's license.
5. Proof of car insurance.

If you own or purchase a car registered in another state you must obtain California registration within twenty days. You will be required to show the DMV your out-of-state title and registration and proof of your ownership as well as California smog inspection certificate and the car itself before you can register your car in the state of California. To save time at the DMV, schedule an appointment on-line or through the DMV toll-free number previously listed.

Insurance:

In the State of California it is illegal to drive an uninsured car. At the minimum, drivers are required to purchase "liability insurance" which covers costs for injuries or damages that you cause to other drivers and their vehicles. It also covers costs for injuries and damages that other uninsured drivers cause you and your property. IMPORTANT: in accidents which **you cause**, liability insurance does not cover your injuries and damages. This kind of insurance coverage (called "collision" and "comprehensive") can be purchased in conjunction with liability insurance for an additional amount.

American Automobile Association (AAA):

AAA or "Triple A," is a membership-driven association which provides its members with roadside assistance, free towing service, free road maps and travel guidebooks on all 50 states, trip-planning assistance, vehicle purchasing and pricing information, engine diagnostics, DMV Counseling, discounted tickets for theme parks such as Knott's Berry Farm and Sea World, and discounts on hundreds of hotels, motels, and restaurants. Regular membership costs \$48 per year plus a \$20 fee for initial membership. For further information, call (800) 222-8794 or go to www.aaa-calif.com; for member services call: 877-428-2277. Or visit the local AAA office at 8 765 Fletcher Parkway, La Mesa, CA 91942.



BUYING AN AUTOMOBILE

Where to Look for a Car:

Internet:

You can find classified ads on the Internet via websites such as www.craigslist.com, www.cars.com or www.kbb.com; or do a search using keywords "San Diego" and "cars."

Private Advertisements

Advertisements can be found in local newspapers like the San Diego Union/Tribune, Reader, etc.

Auto Trader

The Auto Trader is a catalog of local used cars for sale and is sold at local supermarkets and other retail stores (i.e., 7-11 stores, gas stations, etc.) To view ads online, go to www.autotrader.com.

Car Dealerships

Car dealerships usually offer both new and used cars, foreign and domestic makes.

If you plan to buy a car, consider buying from **Car1234 in El Cajon**. Telephone: (619) 647-4841, www.car1234.com. Business Hours: Mon-Sun, 9:00 a.m.-7:00 p.m.; Let them know you are Grossmont College International Student. To find other car dealerships, Search Google.com or Yelp.com "Car Dealerships in San Diego."

Grossmont College International Student E-mail List:

International students currently on the International Student Program's E-mail list will receive weekly classified ads submitted by other students. Ads are usually related to car and furniture sales and housing. If you do not receive these ads, contact [Bryan Lam](mailto:bryan.lam@gcccd.edu) at bryan.lam@gcccd.edu to have your address included in the list.

Before You Buy a Car:

It's strongly suggested that before you buy a car to have it checked by an independent, AAA-approved mechanic. Ask the mechanic to check the engine compression, brakes, tires, lights, hoses, belts, and air conditioning. Usually a 1-hour labor charge is required (usually a minimum of \$45). Call a car dealership or mechanic and ask in advance for cost, etc.

Buying A New Car:

If you are interested in buying a new car, shop around for different cars and models. Compare prices; watch for "dealer specials"; be sure that you know what equipment is included in the price of the car, what is **OPTIONAL** and available for an additional cost. You may wish to get advice from people not directly involved in selling cars or consult Consumer Reports, a magazine which evaluates and rates commercial products, including automobiles. The magazine is available on newsstands and in Grossmont College's LTRC.

Buying A Used Car:

One advantage of buying a used car is a lower car insurance rate. The disadvantage is the risk of expensive repair and the additional cost of maintaining the car. It is advisable to have a used car thoroughly checked by a reputable mechanic who is not a friend or acquaintance of the seller. This may cost you a little money, but it can help you avoid buying a car which is in poor condition. Fair market prices for used cars can be obtained at most banks by asking for the "BLUE BOOK" price. Official Blue Books are also kept in most public libraries. For fair market values listed on-line, go to www.kbb.com.

BUYING AN AUTOMOBILE (continued)

DO NOT RUSH INTO BUYING A CAR! WITH PATIENCE, YOU WILL HAVE A BETTER CHANCE OF FINDING AN AFFORDABLE AND RELIABLE AUTOMOBILE.

Financing:

If you are planning to buy a car on credit, be sure to compare financing charges. Dealers are required by law to tell you the total interest costs. These vary widely from dealer to dealer and can raise the price of your car substantially. Financing costs can amount to 20%-30% of the total cost of the car. Also, check with a number of banks. Financing through a bank is sometimes preferable to financing through an automobile dealer.

Signing Contracts:

Before signing any sales contracts, be sure that you have read all the fine print and understand all the details. People often feel uncomfortable asking what some of the legal terminology on the contract means. To avoid seeming unknowledgeable, some buyers may sign the sales contract without understanding everything on it. Later, they have to pay more than they anticipated. It is difficult to understand all the legal terms used so it may be necessary to ask specific questions about the contract. It may be very costly if you sign something you do not understand.

SELLING YOUR CAR

Advertisements:

In addition to advertising your car in publications mentioned under "Where to Look for a Car," you may wish to advertise via e-mail to Grossmont College international students. To place an ad, simply send an e-mail to grossmontinternation@gcccd.edu. In your ad, include the year, make and model, mileage, price and contact information. Ads are forwarded to Grossmont College international students on a weekly basis. Do not include photos of your car with your email advertisement, as many students have limited space on their email accounts and cannot view these photos or in some cases, even open up the email message. Please note that each ad you submit will be sent out only one time. You must re-submit your e-mail for every week you wish to have it advertised.

DMV Forms:

"Notice of Release of Liability" form - this form is used to notify the DMV that the car has been sold. If the new owner fails to register the car, this form legally protects you if the car is involved in a collision or the new owner incurs parking tickets. Make sure you get the name and address off the buyer's driver's license to include in this form. This form may be picked up at any DMV or printed from the DMV website.

"Vehicle Transfer and Re-assignment" form - You are strongly advised to sell your car BEFORE departing the U.S. If this isn't possible, however, you can use this form to authorize someone else, such as a relative or trusted friend, to sell your car for you. You must pick this form up from a local DMV office.

RENTING A CAR

There are several local and national car rental companies with offices located in the San Diego area. In many cases, only drivers 21 years of age or over and who have a major credit card are eligible to rent. Many car rental agencies will pick you up from your home or school, especially if you will rent a car for 1 or 2 weeks or longer.

If you plan to rent a car, consider renting from **Dirt Cheap Car Rental** of San Diego.

Telephone: (619) 234-9300 or toll-free (877) 347-8247, www.dirtcheapcarrental.com. Business Hours, M-F, 8:30 a.m.-5:30 p.m.; Sat. 9 a.m.-2 p.m. Dirt Cheap offers competitive prices which include all insurance costs. To find other car rental companies, look in the yellow pages under "Automobile."

PUBLIC TRANSPORTATION

As an international student living in Southern California, you have many opportunities to discover and explore a multitude of fun and interesting places. If you don't have a car, the public transit services in San Diego County can help you get there. Public transportation in SD County includes city buses, commuter buses, trolleys (that can take you to Old Town, San Diego downtown and the San Ysidro / Tijuana border crossing), and a "Coaster" commuter train that runs up the coast to beautiful Oceanside Beach. For longer distances, Amtrak Railways (a national passenger rail system) can take you up a coastal route to Los Angeles, San Francisco and beyond.

Buses serving Grossmont College are run by **San Diego County Transit System (CTS)**. CTS is part of the **San Diego Metropolitan Transit Systems (MTS)**, www.sdmts.com, which runs San Diego city buses, the trolleys and Coaster. There are two buses serving Grossmont College campus - Numbers 854 and 115. Fare is between \$2.25 (one-way) and \$5.00 (for a one-day pass) regardless of the distance in that route.

MTS offers **day passes** (good for buses and trolleys, with discounted fares for the Coaster) for \$5.00. You could go from Grossmont College to Tijuana for \$5, or pay \$11.00 and spend the day in Oceanside. \$12.00 for Express Bus included.

Monthly bus passes are sold from the 25th of the month through the 10th of the next month. The bus pass can be used beginning on the 1st of each month. The student rate for a monthly bus pass is \$57.60 for students in 7 units or more, \$72 for everyone else. (Bus passes for students 18 and under are only \$36 per month. Proof of age is required). Monthly passes are available at the transit store, located at 102 Broadway, Downtown San Diego and at Albertsons grocery stores.

Semester bus passes are also available for about \$187 (varies per semester). The semester passes are sold only from mid-August to mid-September for the Fall and from mid-January to mid-February for the Spring. Semester and monthly bus passes are available at the Associated Student Activities Window, and schedules are available at the ASGC Office and the Student Center at Grossmont College. You must be registered in classes and have a student I.D. before purchasing your student bus pass. Cash only.

For more information on CTS fares and routes which serve Grossmont College, call **(619) 448-2720**. For MTS information, call **(619) 233-3004**. For information on any of San Diego area buses, trolleys or Coaster trains, there's an outstanding Web site that has an easy-to-use trip planner. Just go to **www.sdcommute.com** and click on "trip planner." Type in where you want to leave from and where you want to go and the trip planner will tell you how to get there and how long it will take.

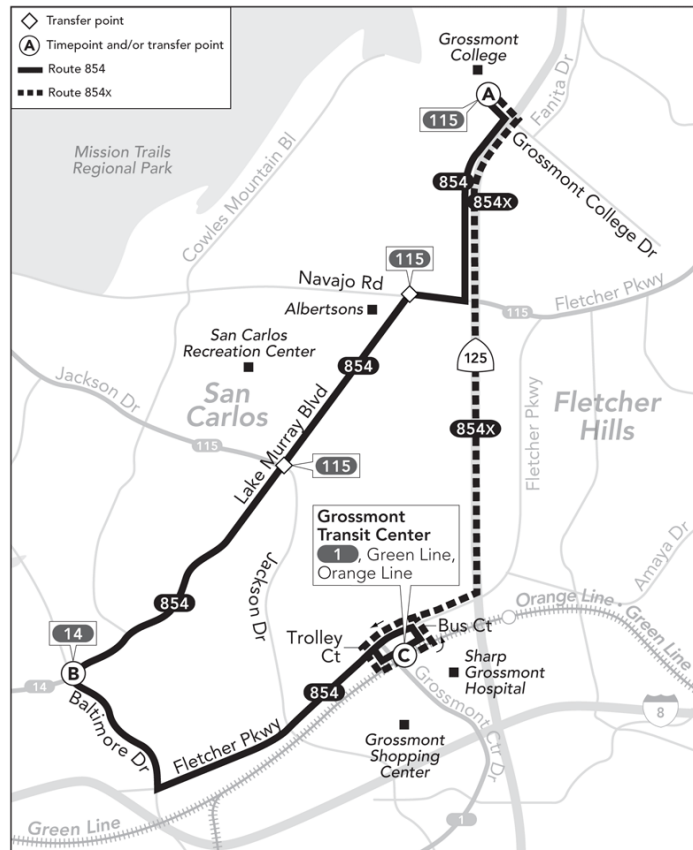
IMPORTANT: Bus routes and schedules sometimes change. Please check www.sdcommute.com for the most up-to-date information.

Trolley Stations:

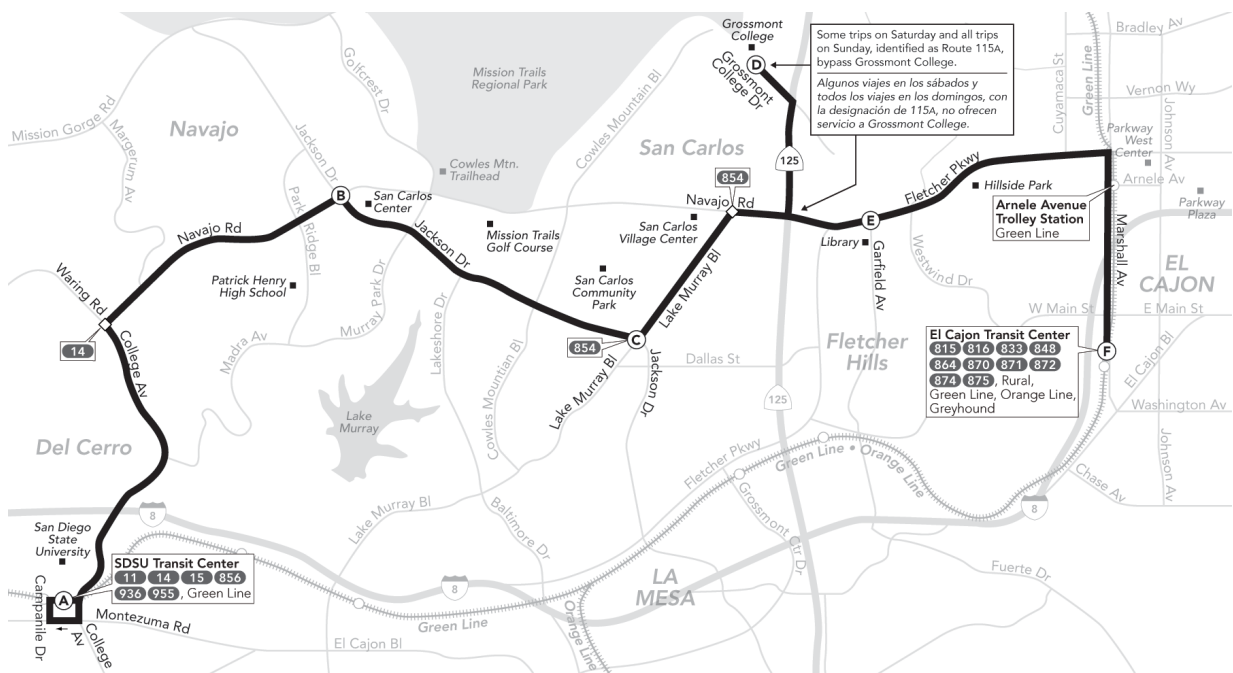
The closest trolley stations with bus service to Grossmont College are 1) Grossmont (just below the Grossmont Shopping Center on Fletcher Parkway) and 2) San Diego State University. Bus 854 goes directly to the Grossmont Trolley Station from campus and Bus 115 goes to both the SDSU Transit Center, Trolley Station and the El Cajon Transit Center / Trolley Station.

BUS ROUTES TO AND FROM GROSSMONT COLLEGE

Bus 854 & 854x Routes



Bus 115 Route





LEGEND

- Connecting Bus Routes**
Conexión de rutas de autobús
- Amtrak and COASTER**
- Parking (Free)**
Estacionamiento (Gratis)
- Pay Parking**
Estacionamiento de cuota
- PETCO Park**
- N** Map not to scale

© MTS June 2017

Tijuana, MEXICO

HOUSING

The following information may help you in locating housing, but we cannot make housing arrangements for you. Locating accommodations is your responsibility.

- 1) **Our college does not provide on-campus housing.** The majority of our out-of-area students at our school live in apartments, either alone or with roommates. Rental rates can vary widely, depending on the type and location of apartment. Shared apartments range from \$350 (especially when sharing a bedroom) to \$600 (for own bedroom), and studio and 1-bedroom apartments cost anywhere from \$700-\$1,100 per month, not including utilities or meals.
- 2) Grossmont College International Student Programs maintains a **housing e-mail list** for international students seeking apartments and/or roommates. Students who either have available rooms or are seeking a room or roommate e-mail an advertisement which includes their name, telephone number, e-mail address, preferred move-in date, preferred price range and any other relevant information (such as whether you prefer to be located near a bus line). To receive or place advertisements, send an e-mail to Grossmontinternational@gcccd.edu.
- 3) Some local homeowners contact International Student Programs directly to advertise a room for rent in their home. In some cases, meals may be included in the monthly charge. Information on these housing options is kept in the International Counseling Office. To view this information, please visit the International Student Counseling Office, MT 8 am -6 pm, WTH 8 am -5 pm, F 8 am -1 pm, 619-644-7841.
- 4) The Associated Students Office at Grossmont College also has a **housing referral list** of students and local families sharing apartments and homes. Their number is (619) 644-7604 and their hours during the fall and spring semesters are Mon-Thurs, 9 am - 5 pm and Fri, 9 am -1 pm (Summer hours vary, but are generally in the mornings until 12 pm, Monday-Thursday.) Although it is preferred that students come into the office to look through the list, someone is usually available to assist those students who call. You may also view some housing listings on the ASGC web site; go to <http://asgcinc.org/housing/>
- 5) Grossmont College does not have a homestay program, but several of our students have obtained homestays through agencies like the ones listed below. Homestays through such agencies cost about \$650-\$800 per month and include a private room and two or three meals per day. Other agency charges are a \$250-\$300 placement fee, a \$100 refundable deposit, and a \$50-75 airport pick-up fee (optional).

Home Placement Services, Inc.
505 Grand Caribe Causeway
Coronado, CA 92178-1002
TEL: (619) 423-1449
FAX: (619) 423-1480
E-mail:
info@homeplacement.com
Website:
www.homeplacement.com

OvECS Ltd.
625 N. Gilbert Rd., Suite 202
Gilbert, AZ 85234 USA
Phone: (480) 633-8191
Fax: (480) 633-8193
E-mail: homestay@ovecs.com
Website:
<http://www.azhomestay.com>

Homestay Services International
5712 Hardy Ave
San Diego, CA 92115
TEL: (619) 461-4764
FAX: (619) 741-4634
E-mail:
homestay@homestayservices.com
Website:
www.homestayservices.com

- 6) To get an idea of available apartments, students can do a web search. You can do a search simply by typing "apartments" in your Internet search engine or you can visit one of the following web sites. To find an apartment in the immediate area of Grossmont College, type "El Cajon" or "La Mesa," "San Carlos," or "San Diego" under city name.

Web sites to visit for rental lists:

Apartments.com - <http://www.apartments.com>
Apartmentguide.com - <http://www.apartmentguide.com>
Apartments For Rent - <http://www.forrent.com>
Move - <http://www.move.com>
Trulia – <http://www.trulia.com>

(Free bi-weekly and monthly printed editions of Apartment Guide and Apartments For Rent are available in magazine racks at local supermarkets and shopping centers.

HOUSING (continued)

- 7) University Towers Dormitory near SDSU: Across the street from San Diego State University is the UT dorms which have recently opened rooms on a few floors to community college students. Dorm rooms are shared between two people, and two rooms (four people) share one bathroom in a suite. There is a dining room downstairs where students can have their meals, and the bus/trolley station is about one block away. To live in the UT dorm, you must apply and sign a 9-month agreement. Move-in is at end of August and move-out is at end of May. Cost for room and meal is approximately \$10,000 for the 9-month academic year. It is also possible to rent a room during the summer. Go to <http://housing.sdsu.edu> for more information and to apply.
- 8) Ask your friends if they know about an available living situation. Your classmates can be great resources.
- 9) The following may be convenient for students with cars. However, students relying on public transportation will need more than one hour to commute to Grossmont College. For a list of apartments located closer to campus, see pp. 49-50.

For furnished housing near downtown San Diego:

Newport Place – 1343 C St., San Diego, CA 92101 www.newportplace.com, tel / fax (619) 876-4592, Shared Furnished Apartments with Private Bedrooms - \$805-\$1,105, Private Studios - \$1,330 and Double occupancy Studios-\$1,430. Located 14 miles from GC in downtown San Diego. Call for a viewing appointment.

Old Town Place - 2377-2383 Jefferson St., San Diego, CA 92110 www.oldtownplace.com, tel / fax (619) 876-4592, Shared Furnished Apartments with Private Bedrooms - \$725 & \$875. Located 16 miles from GC & 4 miles from downtown San Diego. Call for a viewing appointment.

QUESTIONS TO ASK YOURSELF:

1. How much can I spend on housing?
2. Do I want to live with someone else (roommate)?
3. If so, how do I find a roommate?
4. How far is the Apartment from school? Is it close to a bus stop?

QUESTIONS TO ASK THE MANAGER OR LANDLORD:

1. Amount of rent.
2. Expected rent increase.
3. Amount of deposit.
4. Conditions for receiving full refund of deposit after move-out.
5. Type of rental agreement (month-to-month, etc.).
6. Security Deposit?
7. Credit check (paid by applicant or landlord?).
8. When can I see the apartment?
9. Termination requirements.
10. House/Apartment rules.
11. Parking availability.
12. Amenities (pool, jacuzzi, tennis courts, club house, etc.).
13. Cable TV availability and charge.

LOOKING FOR AN APARTMENT

Vocabulary and Terms to Know

- Landlord:** The owner of an apartment/house.
- Manager:** The person who manages the apartment/house.
- Tenant:** You, the renter.
- Month to Month Rent:** This is when you don't have a long-term lease or contract. The tenant may stay for a month or longer as he/she wishes. However, if the tenant plans to move, California Law requires that a 30 days' notice be given to the Landlord. (Example: you notify your landlord on October 1 that you will move out on November 1).
- Notice:** A written letter to the Landlord informing him about your plan to move out (in 30 days). Keep a copy of any letter sent or given to your landlord.
- Lease:** A contract stating that you will live in an apartment for a specific period of time, i.e., 6, 9, or 12 months. If you move out before the end of the Lease, you will usually lose your security deposit. A 30-day's notice to your landlord is still required.
- Security Deposit:** An amount of money paid to the Landlord as a guarantee that you will leave the apartment in similar condition as when it was rented to you. The Landlord may use the deposit for cleaning or repairs (if caused by a misuse or abuse by the tenant). In all cases the Landlord must return the unused portion of the deposit within two weeks of your leaving the apartment.
- Utilities:** The monthly gas and electric bills that the tenant pays each month. Most apartments will pay for water, sewage and garbage pickup.
- First & Last:** Some apartments require payment for last month's rent as well as the first month's rent when you move in. This means that you do not have to pay for the last month when you move out (but must still give 30 days' written notice to the manager).
- Amenities:** Refers to such things as a swimming pool, barbecue, Jacuzzi, sauna, laundry room, gym, etc.
- Furnished/Unfurnished:** A furnished apartment has furniture (dishes, table, chairs, sofa, bed, chest of drawers, refrigerator, stove, oven). An unfurnished apartment usually has only a refrigerator, stove and oven with no moveable furniture provided.



TEMPORARY HOUSING (MOTELS/HOTELS)

For a temporary place to stay until you locate suitable housing, there are several local hotels and motels. There are no hotels available within walking distance to the college, but the hotels listed below are all within 10 miles of campus and are located next to or near bus stops or trolley stations. Prices listed below are based on special discount rates available to Grossmont College students. Prices are approximate only, and are subject to change. Below each hotel listing is a set of instructions for using public transportation from the hotel to Grossmont College, with corresponding travel times. It is a good idea to make your room reservation well in advance of your arrival. Remember, you are responsible for making your own motel/hotel reservations. To make your reservation, have ready your 1) arrival and departure dates, 2) number of people to stay in room, 3) smoking/non-smoking preference and 4) credit card information to guarantee reservation (exact name and spelling of card-holder, number, and expiration date). When making your reservation, be sure to mention that you're a Grossmont College student, and want the discounted room rate.

Holiday Inn of La Mesa

Tel (619) 698-7747

Fax (619) 698-6347

8000 Parkway Drive

La Mesa, CA 91942

www.holidayinn.com

\$89

Ask for Grossmont College discount
plus tax (10%)

Enter "La Mesa" under destination to view photos of this Inn. To make a reservation using the Grossmont student discount, call or fax the La Mesa Holiday Inn directly, and identify yourself as a new Grossmont College student.

Bus stop close by at corner of Parkway Drive and Baltimore. 15-minute ride on Bus 854 takes you directly to Grossmont College. (Bus ticket costs \$2.50/1-way or \$5 for a day pass).

Best Western Plus, La Mesa

Tel (619) 466-0200

Fax (619) 460-6674

9550 Murray Dr.

La Mesa, CA 91941

www.bestwestern.com

\$89.99*

(Ask for GC student discount rate)*
plus tax (10%)

**This discount rate is subject to room availability, and is not guaranteed. To learn whether the discount rate is available, the student must contact the hotel general manager at [619-466-0200](tel:619-466-0200), or by telephone.*

3.5 miles drive to Grossmont College. Not as convenient for public transportation. Walk 0.8 mile to Amaya Trolley Station. Take bus 854 (\$2.50) from Amaya to Grossmont College (10-20 minutes ride).

You may also wish to look at other hotels via the Internet or a travel agency, but keep in mind that any hotel **NOT** in the La Mesa area will require at least 45 minutes by public transportation to reach Grossmont's campus. **Grossmont College does not take responsibility for price differences or quality of hotels.** It is the student's responsibility to verify price and determine suitability of hotel accommodations. This is provided as information only.

Apartments near Grossmont College

The information below is a partial list of local apartments. Prices are subject to change. For a more complete listing of available apartments, go to www.forrent.com, www.apartments.com, www.apartmentguide.com, or www.move.com/apartments/main.aspx

Apartments near Grossmont College					
Name	Address	Telephone	Price	Description	Note
Casa La Mesa	4395 70th St. La Mesa, CA 91942	(619)462-7270	\$1,470 - 1,735	1-bed / 1-bath	7-Miles to GC 14-Minute Drive to GC
			\$1,885 - 2,215	2-bed / 2-bath	
			\$2,296 - 2,506	3-bed / 2-bath	
Chevy Chase	3753 Fairway Dr. La Mesa, CA 92020	(619)698-3467	\$975 - 1,015	Studio	5.3 -Miles to GC 9 -Minute Drive to GC
			\$1,140 - 1,165	2-bed / 2-bath	
			\$1,340 - 1365	3-bed / 2-bath	
Fletcher Meadows	2525 Lund St. Apt L El Cajon, CA 92020	(619)258-0065	\$1,555	1-bed / 1-bath	2.3 -Miles to GC 7 -Minute Drive to GC
			\$1000 Deposit		
Ivanhoe village Apartment	2675 Fletcher Pkwy El Cajon, CA 92020	(619)469-2344	\$1,358 - 1,560	1-bed / 1-bath	2.2 Miles to GC 8 Minute Drive to GC 16 Minute by bus
			\$1,649 - 1,9867	2-bed / 2-bath	
			\$2,148	3-bed / 2-bath	
Pravada at Grossmont Trolley Apartments	8625 Fletcher Pkwy, La Mesa, CA 91942	(866) 777-4061	\$1,846	1-bed / 1-bath	6.2 Miles to GC 12 Minute Drive to GC 30 Minutes by bus in the summer 10 Minute during Fall & Spring
			\$2,413	2-bed / 2-bath	
Adagio Apartments	5427 Lake Murray Blvd, La Mesa, CA 91942	(844) 636-2546	\$1,719 - 2,305	1-bed / 1-bath	6.2 Miles to GC 12 Minute Drive to GC 30 Minute by bus
			\$1,839 - 2,265	2-bed / 2-bath	
Mellmanor Apartments	8750 Mellmanor Dr. La Mesa, CA 91942	(619) 461-1972	\$1,250 - 1,350	1-bed / 1-bath	3.5 -Miles to GC 11 -Minute Drive to GC
			\$1,720	2-bed / 2-bath	
Terra Del Rey	6985-, 7025 Waite Dr, La Mesa, CA 91941	(619) 465-5829	\$1,265	Studio	7.2 -Miles to GC 11 -Minute Drive to GC
			\$1,241	2-bed / 2-bath	
Mission Villa Apartments	9525 Mission Gorge Rd, Santee, CA 92071	(619) 562-5900	\$1,170	1-bed / 1-bath	3.5 -Miles to GC 10 -Minute Drive to GC
			\$1781	2-bed / 2-bath	
Navajo Bluffs	6575 Jaffe Ct, San Diego, CA 92119	(844) 735-0694	\$1,412 - 1,747	Studio	1.5 -Miles to GC. 6 -Minute Drive to GC
			\$1,670 - 2,080	1-bed / 1-bath	
			\$1,740 - 2,650	2-bed / 2-bath	
Patrician Apartments	5360 Marengo Ave, La Mesa, CA 91942	(619) 465-3714	\$1,050 - 1,125	1-bed / 1-bath	4.1 -Miles to GC. 10 -Minute Drive to GC
			\$1,350	2-bed / 2-bath	

Alvista on Baltimore	5401 Baltimore Dr. La Mesa, CA 91942	(844) 609-5801	\$1,355 - 1,440	Studio	5.2 -Miles to GC. 10 -Minute Drive to GC
			\$1,461 - 1,804	2-bed / 2-bath	
			\$1,855 - 2,307	3-bed / 2-bath	
Southridge Apartments	7200 Saranac St, La Mesa, CA 91942	(619) 462-1940	\$1,225 - 1,250	Studio	5.6 -Miles to GC. 12 -Minute Drive to GC
			\$1,550	1-bed / 1-bath	
			\$1,825 - 1,875	2-bed / 2-bath	
Summit Park Village Apartments	8563 Lake Murray Blvd, San Diego, CA 92119	(619)357-4179	\$1,565 - 1,583	1-bed / 1-bath	2.3 -Miles to GC. 9 -Minute Drive to GC
			\$1,811 - 1885	2-bed / 2-bath	
The Timbers Apartments	1110 Petree St, El Cajon, CA 92020	(619) 357-4179	\$1,400 - 1255	1-bed / 1-bath	3.2 -Miles to GC. 10 -Minute Drive to GC
			\$1,500	2-bed / 2-bath	
Elan Avante Apartments	8515 Chloe Ave, La Mesa, CA 91942	(619) 460-7955	\$1,425 - 1,395	1-bed / 1-bath	3.5 -Miles to GC. 9 -Minute Drive to GC
			\$1,745 - 1,650	2-bed / 2-bath	
Apartments and student housing near SDSU					
Sterling Alvarado	6625 Alvarado Rd, San Diego, CA 92120	(619) 286-3990	\$1,220	Studio	Sharing apartment private bed & bath \$30 for furniture \$55 for parking
			\$919 - 1,099	1-bed / 1-bath	
Aztec Campus Apartments	5650 Hardy Ave, San Diego, CA 92115	(619) 582-4526	\$2,435 - 2,630	3-bed / 2-bath	\$1,200 Deposit
Fifty Twenty-Five	5025 Collwood Blvd, San Diego, CA 92115	(619) 229-0128	\$1,333	Studio	Sharing apartment & bed Room
			\$695	1-bed / 1-bath	
			1,225	2-bed / 2-bath	
Corinthian Apartments	4981 Catocin Dr, San Diego, CA 92115	(619) 286-0441	1,325	1-bed / 1-bath	
			2,300	2-bed / 2-bath	
Hardy Avenue Apartments	5584 Hardy Ave, San Diego, CA 92115	(619) 582-9830	\$2,350 2,470	3-bed / 2-bath	\$1600 Deposit
Aztec Corner Apartments	5504 Montezuma Rd, San Diego, CA 92115	(619) 582-4074	\$829	1-bed / 1-bath	Sharing apartment & bed Room
			\$769	2-bed / 2-bath	
Villa Del Cerro Apartments	5737 College Ave, San Diego, CA 92120	(619) 286-1777	\$1,300	1-bed / 1-bath	
			\$1,500	2-bed / 2-bath	
Villa Del Sol Apartments	5474 Reservoir Dr, San Diego, CA 92120	(619) 582-5195	\$1,100	Studio	
			\$1,250	1-bed / 1-bath	
			\$1,695 - 1,795	2-bed / 2-bath	

The apartments listed above are merely suggestions. We advise you to visit some of these and other apartments in person and decide for yourself which apartment best fits your needs. Grossmont College in no way endorses any of the businesses listed nor does it take any responsibility for a student's individual experience with these businesses. You may also search online for a more complete list of apartments in San Diego, San Carlos, La Mesa, El Cajon, and Santee.

Rates listed above are approximate only and are subject to change. For more detailed information on rates/costs, please contact the above apartment complexes.

PLACES TO GO IN SAN DIEGO

Many of the attractions listed below offer student discounts. Make sure to call ahead of time for details. You may also want to check with Grossmont College Student Affairs or AAA (American Automobile Association) about other discount information.

BALBOA PARK

Offers visitors a variety of museums, theaters, botanical gardens. Balboa Park is located next to the San Diego Zoo. The cottages near the Organ Pavilion have entertainment every Sunday afternoon (folk dancers, musicians, etc.) Each Tuesday, several museums within Balboa Park offer free admission. Call (619) 239-0512, (619) 235-1100 for details or go to www.balboapark.org. Route 120 from downtown, Route 7 from La Mesa.

CABRILLO NATIONAL MONUMENT

Commemorating Cabrillo's 1542 "discovery" of what is now California, the monument area is a beautiful, relaxing place for a picnic. Enjoy the incredible views of San Diego and the mountains beyond. Open daily from 9:00 a.m. to 5:00 p.m. \$5 admission fee per car. \$3 per pedestrian or bicyclist. Telephone: (619) 557-5450. Route 28 from Old Town Transit Center. (www.nps.gov/cabr/)

CORONADO

This small unique island offers lovely beach-walking, ferry excursions, shops, restaurants, and the famous Hotel del Coronado. Bus Route 904 from downtown.

GASLAMP QUARTER

A 16-block historic district in San Diego's downtown area. Victorian buildings have been converted into international restaurants, music clubs, and international and antique shops. Most downtown bus routes and Trolley Lines - Gaslamp Quarter stop. (www.gaslamp.org) Telephone: (619) 233-5227

MISSION BAY AQUATIC CENTER

Offers local students inexpensive rentals and lessons in sailing, windsurfing, kayaking, water-skiing and surfing. Call (858) 488-1000 for a free schedule to be mailed to you, or check out class schedules at www.mbaquaticcenter.com. Bus Routes 8 & 9 from Old Town Transit Center.

OLD TOWN SAN DIEGO HISTORIC PARK

This historical park dates back to the first settlement of San Diego. There are historical buildings, a variety of specialty cultural shops and restaurants for visitors to enjoy. Call (619) 220-5422. Green line Trolley to Old Town Transit Center. www.parks.ca.gov

OUTLET SHOPPING

Outlets are brand-name shops that offer discount clothing and household goods. Outlet shopping centers can be found at Viejas in Alpine, in Carlsbad and in San Ysidro.

PALOMAR OBSERVATORY

Visitor center offers an excellent view of the 200-inch Hale telescope. Star-gazing offered in the summer. Located atop Mount Palomar. 9:00 a.m.-3:00 p.m. every day, no admission fee. Call (760) 742-2119 or go to www.astro.caltech.edu/palomar for information.

PETCO PARK

A spectacular new stadium built for the Padres' baseball club, located in the heart of downtown San Diego. Take the trolley down and enjoy a game! (www.petcoparkevents.com) Trolley - Orange Line - 12th and Imperial Transit Center. Telephone: (619) 795-5005

QUALCOMM STADIUM

Cheer for San Diego's home teams. (619) 641-3100. Special "Q" Buses, Route 13 and Trolley Blue Line. Trolley - Green Line or Bus Route 14 from SDSU. (www.sandiego.gov/qualcomm/)

PLACES TO GO IN SAN DIEGO (continued)

SAN DIEGO ZOO SAFARI PARK

Recognized worldwide, this unique 1,800 acre wildlife preserve allows animals to roam freely in settings similar to their native homelands. Offers exciting animal shows and a fascinating monorail ride through the park. Located six miles east of Escondido. Call (760) 747-8702 or go to www.sdzsafaripark.org
Bus Route 386 from Escondido Transit Center.

SAN DIEGO ZOO

World-famous zoo located in Balboa Park. Home to a wide variety of species and state-of-the-art climate zones. Offer a petting zoo for children, Skyfari tram rides and a bus tour. Call (619) 231-1515 or go to www.sandiegozoo.org for information. Bus Route 7 from downtown.

SCRIPPS INSTITUTION OF OCEANOGRAPHY

Offers visitors an up-close view of sea life off of San Diego's coast with the beautiful Stephen Birch Aquarium marine life displays and outdoor tide pool. Call (858) 534-3474 or go to www.aquarium.ucsd.edu
Bus Route 30 from Old Town Transit Center.

SEAPORT VILLAGE

Features a carousel from the 1890's, unique gift shops, fine dining, jugglers, music and year-round special events. Magnificent views of San Diego Harbor. (619) 235-4014, ext. 3 or go to www.seaportvillage.com
Trolley - Orange Line - Seaport Village Trolley Station.

SEA WORLD

Popular marine theme park located in Mission Bay. Offers a variety of animal shows, including a killer whale show featuring "Shamu" and special exhibits such as the Shark Encounter. Spectacular water-skiing shows and fireworks displays offered during the summer months. Open every day. Call (619) 226-3901 or go to www.seaworld.com/sandiego/. Bus Route 9 or 8 from Old Town Transit Center.

BEACHES:

With 70 miles of coastline, San Diego has some of the most beautiful beaches in California. The following is a partial list of local beaches with the corresponding bus number for those students relying on Public Transportation. The best way to find out how to get from Point A to Point B is to check the online trip planner at www.sdcommute.com

Del Mar: popular for surfing, scuba diving, and kayaking. Bus Route 150 & 101.

Imperial Beach: noted for its surfing, bird-watching, and fishing. Route 933 / 934.

La Jolla: famous resort area great for swimming, skin-diving and sun-bathing. Route 30.

Mission Beach and Mission Beach Park: fishing, swimming, rollerblading, and picnicking are popular here. (Sea sport lessons available at Mission Bay Aquatic Center listed on previous page.) Route 8 / 9.

Ocean Beach: with the longest fishing pier on the Pacific Coast, a great place for day or night fishing. Also surfing and swimming. Route 35.

Pacific Beach: Interesting and lively atmosphere great for people watching; long, flat boardwalk ideal for walking, running, and biking. Route 30, 8 / 9.

For a beach and surf report, call (619) 221-8824. For more information on beaches in San Diego, go to www.asandiegoaches.com

LOCAL ATTRACTIONS:

There are several lakes, mountains, and parks located within just a few miles of campus, including the following:

Lake Murray: very relaxing - a perfect place to escape the stresses of college life. Located off of Lake Murray Blvd. and Kiowa at 5540 Kiowa Dr., La Mesa, CA 91942.

Cowles Mountain: only 1.5 miles up, but a fairly steep and challenging walk to the top; offers a fantastic 360 degree view of Grossmont College, downtown San Diego, the ocean and on clear days, the mountains in Mexico! Trailhead located off of Navajo Road and Golfcrest Drive in San Carlos (San Diego).

Mission Trails Regional Park: see the ruins of the first California dam; enjoy bird and wildlife watching. Go to the Visitor's Center for some local and natural history. Offers several beautiful and quiet hikes. Located on Father Junipero Serra Trail off of Mission Gorge Road. For more information go to www.mtrp.org or call (619) 668-3281.



Heritage of the America's Museum, Cuyamaca College: Fascinating museum for those interested in a deeper understanding of California's history. The museum focuses on the natural history, archaeology, anthropology and art of the Americas (north, central and south) as well as some African and Asian exhibits. Open Tuesday-Friday, 10:00 a.m. to 4:00 p.m., Saturday, 12:00 p.m.-4:00 p.m. Free admission for students from Grossmont-Cuyamaca College District with I.D. www.cuyamaca.net/museum/. Telephone: (619) 670-5194.

FOR FURTHER INFORMATION

- For more tourist information, contact International Visitor Information at (619) 236-1212.
- For great information on San Diego's calendar of events, pick up a copy of the San Diego Reader, a free entertainment weekly newspaper available at many of San Diego's cafes and restaurants as well as Grossmont College's Student Center. You can also see the San Diego Reader at www.sandiegoreader.com.
- Griffin Radio Station. The student-run Grossmont College radio station plays new music that college students enjoy best. Students can also win free movie passes, gift certificates, and more. For further information, go to www.grossmont.edu/griffinradio or call (619) 644-7288.

DISCOUNT TRAVEL

As a student, you have the ability to obtain discounted travel rates - both for transportation as well as hotel. When making travel arrangements, always ask the travel agent and hotel and airline reservations clerks for a student discount. Hotels and motels often give discounts to students - sometimes up to 30% or more! There are also several travel agencies which specialize in discount and/or student travel. You may find the information listed below useful when making travel plans.

STA Travel

A student, youth and teacher travel organization providing discount travel and accommodation options. Also processes applications for the "International Student I.D.," a useful document for obtaining discounts in certain countries. Telephone: (800) 781-4040. Website: www.statravel.com.

Cheap Tickets

A travel agency providing discounted airline tickets, hotels, rental cars, etc. Telephone: (800) 755-4333. Website: www.cheaptickets.com.

IACE

Discount travel to Asia. Bilingual English-Japanese travel agents. San Diego Office 3750 Convoy St., Suite 145, San Diego, CA 92111 call 858-268-4123. 24-hour office (877) 489-4223. Website: www.iace-usa.com.

Travelocity.com or (888) 872-8356

A website enabling the user to view, reserve and purchase economy and sale fares for the multiple airlines.

Orbitz.com or (888) 656-4546

A website which includes fare information for several U.S. airlines; allows the user to purchase tickets online. (www.orbitz.com)

AAA

American Automobile Association. Full service member travel agency. (Regular membership costs \$48 per year plus a \$20 new member's group fee.) AAA provides free road maps to members, in addition to roadside assistance for drivers and discounts on theme park admission, car rentals, hotels/motels, and restaurants. For details, contact their Membership Services "New Membership Info." at (877) 428-2277 or visit www.calif.aaa.com. The local office telephone number is (619) 464-7001 and is located at 8765 Fletcher Parkway in La Mesa.

Amtrak

A long-distance passenger railway service. Student discount cards available. Fares range widely. For example, a coastal route one-way ticket from San Diego to San Francisco ranges from \$50-\$100, depending on availability and season. Reservations (24-hours) call (800) 872-7245. Website: www.amtrak.com. Downtown station location: 1050 Kettner Blvd. (at corner of Broadway).

California Campground Reservation System

For information and reservations for California campgrounds call (800) 444-7275. Website: www.reserveamerica.com.

California Department of Parks and Recreation

State government agency to contact for information on California's state parks. Website: www.parks.ca.gov. or call (619) 688-3260 (San Diego Coast District) or (800) 777-0369.

Hostelling International - American Youth Hostels

A non-profit membership organization dedicated to promoting international understanding through hostelling. U.S. Hostels are inexpensive travelers' accommodations offering dormitory-style rooms (and some private rooms), fully-equipped self-service kitchens and common rooms for relaxing and meeting other travelers from around the world. This is a popular, inexpensive, and fun way to travel. There are almost 125 HI-AYH hostels in the U.S. and thousands more international youth hostels in more than 70 countries. For the nearest hostel in Point Loma, dorm beds start at \$19 and private rooms at \$44.

For more information, go to www.hiusa.org or write to or call American Youth Hostels, 8401 Colesville Rd., Suite 600, Silver Spring, MD, 20910. Telephone: (301) 495-1240 or (240) 650-2100. Fax: (240) 650-2094

TIJUANA, MEXICO

Given our close proximity to the border, many students are interested in visiting Tijuana. Those students who are planning to make such a visit should be aware of the following regulations and suggestions in order to avoid serious problems. IF YOU GO TO TIJUANA BRING A PASSPORT, I-20 (SIGNED ON THE BACK) AND I-94 CARD. If you are changing your status (B2 to F1), bring your receipt letter from INS (or your new I-94 stating your F1 status). Do not go to Tijuana before INS approves your change!

MEXICAN VISA REQUIREMENT:

Call the Mexican Consulate (1549 India St., San Diego, CA 92101 - Telephone: 619-231-8414) to ask if you need a visitor visa. Office hours are 8 a.m. to 12 p.m., Monday-Friday. FAX: (619) 231-4802.

Website: www.consulmexsd.org.

DRIVING IN MEXICO:

Driving habits and roads in Mexico are very different than the United States. It's suggested to take public transportation or walk from the border. If you do drive into Mexico, Mexican automobile insurance should be bought before you enter Tijuana. **United States car insurance is not valid in Mexico.**

U.S. RE-ENTRY REQUIREMENTS:

International students who are in F-1 visa status must carry their valid I-94 Form and a valid passport. Also bring your valid I-20 signed on the back (page 3) by the International Admissions Office.

HEALTH:

Drink only bottled water. Vegetables and fruits eaten raw should be washed and peeled.

JUDICIAL SYSTEM, DRUGS AND OTHER OFFENSES:

Mexican Judicial system does not presume the person accused of a crime innocent until proven guilty. Bail exists, but is usually not granted to foreigners on the assumption they will depart Mexico. Foreigners are subject to Mexican Law. Mexican Law considers possessing or selling illegal drugs to be a federal offense and it rigorously prosecutes drug cases and all offenders are subject to tough prison sentences if found guilty.

SAFETY TIPS:

- Avoid driving alone and at night and never sleep in vehicles at road side.
- Always keep car or motel doors locked.
- Visitors should carefully assess the risk in recreational activities and be cautious around swimming pools and beaches without lifeguards.
- Be aware that some resorts lack medical facilities.
- Take a first aid kit with you.
- Let a friend know about your trip before leaving San Diego.
- Follow traffic regulations (stop at stop signs, use your turning signals).
- Don't take a lot of money with you, and don't show large amounts of cash when making purchases.
- Keep valuables (like cameras, purses, wallets, and iPods) close to your person at all times. Keep your wallet in a front pant pocket, instead of a back pocket.

HOLIDAYS AT GROSSMONT COLLEGE

Legal holidays listed here are officially observed by the closing of all government institutions, most banks and businesses, as well as professional offices such as doctors and dentists (some leave an emergency number where help is available). Almost all stores are closed Christmas, New Year's Day, Independence Day and Thanksgiving.

NEW YEAR'S DAY, JANUARY 1

Celebrations start the evening of December 31 and note the passing of the old year with bell-ringing at midnight. Traditionally, New Year's resolutions are made to set personal goals for the coming year.

MARTIN LUTHER KING DAY (Third Monday in January)

Observation of the birthday of Reverend Martin Luther King, Jr., a key figure in the Civil Rights Movement.

PRESIDENTS' DAYS (Third Monday in February)

Commemorates the birthdays of George Washington, first president of the United States as well as Abraham Lincoln, the seventeenth president. President Lincoln is credited as being responsible for the abolition of slavery in the United States.

MEMORIAL DAY (Last Monday in May)

Also known as "Decoration Day," this holiday is dedicated to the memory of U.S. soldiers who died in wars. It is customary for families to place flowers or flags on the graves of their loved ones.

INDEPENDENCE DAY, JULY 4

Commemorates the Declaration of Independence of the United States from England in 1776. It is celebrated with parades, picnics and fireworks.

LABOR DAY (First Monday in September)

This holiday honors the nation's working people, typically with parades. For most Americans it marks the end of the summer vacation season and the start of the school year.

VETERAN'S DAY, NOVEMBER 11

This holiday marks the treaty date ending World War I and honors veterans of all wars with parades and speeches.

THANKSGIVING DAY (Fourth Thursday in November)

This custom is in recognition of the experiences of the pilgrims in 1620. The first winter in America was difficult. Through the help of the American Natives, the pilgrims learned how to plant crops on this new land. This knowledge was key to their survival on the new continent. This day was set aside in the fall to give thanks for a bountiful harvest. Thanksgiving is celebrated with a large dinner traditionally consisting of roasted stuffed turkey, cranberry sauce, sweet potatoes, squash, and pumpkin pie.

CHRISTMAS DAY, DECEMBER 25

Christmas is a Christian holiday marking the birth of the Christ Child. Decorating houses and yards with lights, putting up Christmas trees, giving gifts, and sending greeting cards have become holiday traditions even for many non-Christian Americans.

OTHER IMPORTANT DAYS

The following days are observed here in the U.S. by holding ceremonies or practicing customs but most are not official government holidays nor are they recognized by the closing of schools or businesses.

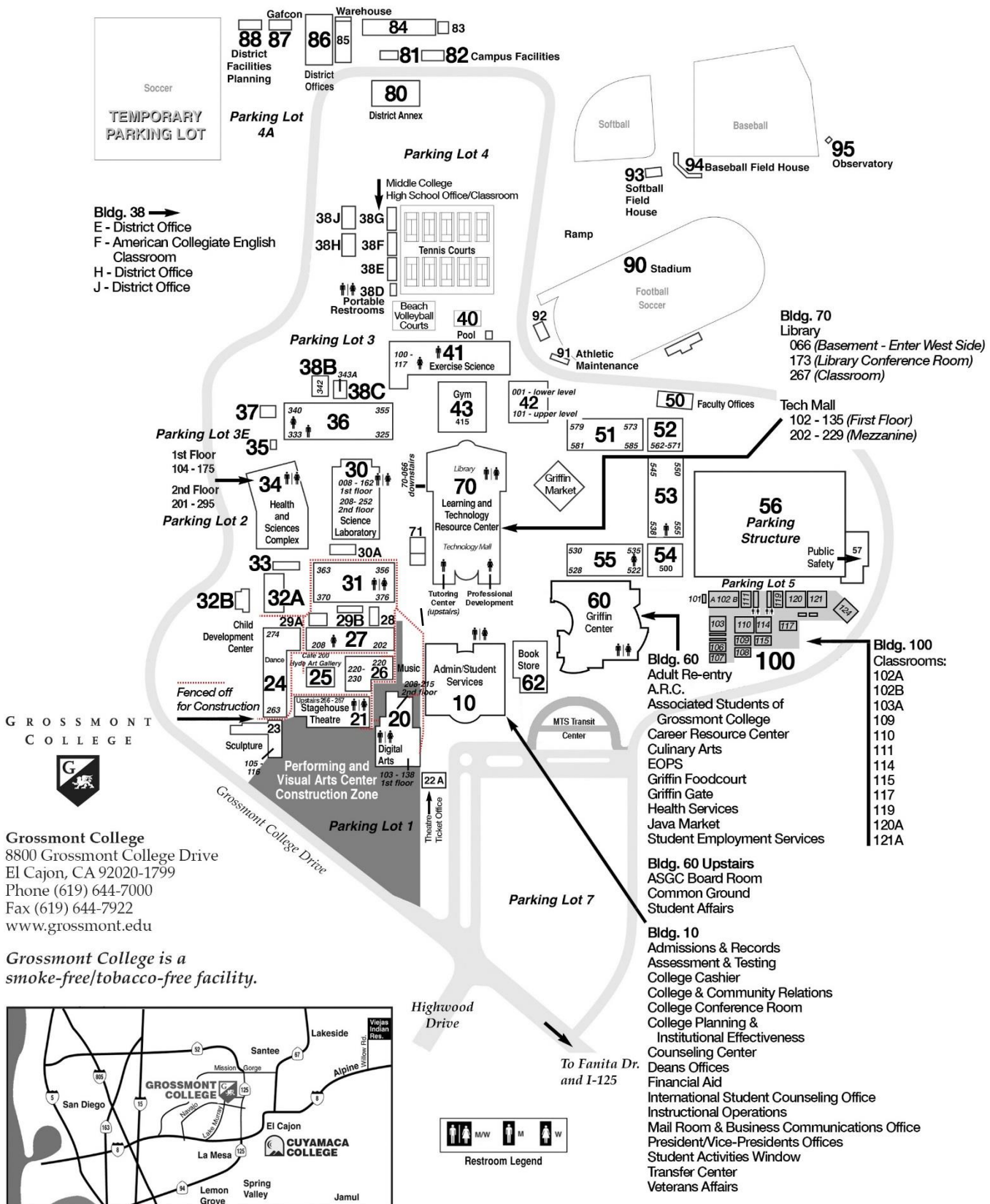
Groundhog Day	February 2
Valentine's Day	February 14
Saint Patrick's Day	March 17
April Fool's Day	April 1
Earth Day	April 22
Arbor Day	Last Friday in April
Mother's Day	Second Sunday in May
Father's Day	Third Sunday in June
Columbus Day	October 12
Halloween	October 31

SAFETY AND SECURITY TIPS

The way to ensure your safety is to become aware and wise to the ways of life here by using good common sense and caution.

- When you are not home, keep doors and windows locked.
- Women: if a strange man approaches or talks with you, you are NOT obligated to engage in conversation. You have the right to **refuse** talking with anyone. **Just walk away--it's OK!**
- After moving into an apartment, be sure to regularly test your smoke alarm and change the batteries when necessary.
- Walk around during daylight hours to get a feeling for the area (around your apartment or home) and a sense of direction.
- While walking, try to express confidence in your movements. Walk at a moderately quick pace with head up and shoulders back. Crime statistics show that people who exhibit confidence in their movements are less likely to be victims of crime.
- Don't give your personal information (such as name, address, social security number, birthdate, etc.) to strangers over the phone. If the caller claims to be with a particular company, ask for their telephone number as a way to verify their identity.
- Never loan your car, credit card, ATM card and PIN, or money--even to "friends."
- It is never a good idea to walk alone at night. Travel with a friend or in a group.
- Always know where you are going and how to get there. Get used to reading street or highway maps and have them handy in your car.
- Try to stay in areas where there are other people and in areas that are well lit (at night).
- Always be aware of your surroundings. If you don't feel safe in a particular area, leave.
- Don't carry large amounts of money.
- Don't use the ATM machine at night when there are only a few people or when no one is around.
- Try not to draw attention to yourself by taking large amounts of money out of your wallet / purse or by wearing expensive jewelry.
- In the unlikely event you become a robbery victim, DO NOT RESIST to give the robber what he asks for. Your personal safety and well-being are more important than any material possessions.
- When parking your car, make sure that it is in a well-lit place (at night) and is locked. Lock and put away (out of sight) your valuables such as cameras, media players, and tablets, in your car or trunk. Always lock your car doors, even if you are just getting gas.
- Do not give strangers a ride. Never accept rides from strangers.
- Do not allow a "helpful stranger" to follow you or to enter your car or house (example: stranger offers you help in carrying your grocery bags into your house).
- While driving, do not follow or confront any person who has been hostile (mean) or who has shown obscene (rude, impolite) gestures to you. Always keep your car doors locked while driving.
- If stopped by police while driving, pull over to the right and stop as soon as you find a safe area. Keep your hands in plain view of the officer, and wait for his / her instructions. **DO NOT** search through your pockets or purse for your wallet and **DO NOT** get out of your vehicle, unless instructed to do so by the officer.
- Remember that in most American cities, a phone call to 911 will bring emergency help. When calling 911 from a land-line, your address will automatically transmit to the 911 Emergency Operator; when calling from a cell phone, however, you must be prepared to tell the 911 operator your location.

Grossmont College Campus Map



Bldg. 38 →
 E - District Office
 F - American Collegiate English Classroom
 H - District Office
 J - District Office

Bldg. 70
 Library
 066 (Basement - Enter West Side)
 173 (Library Conference Room)
 267 (Classroom)

Tech Mall
 102 - 135 (First Floor)
 202 - 229 (Mezzanine)

Bldg. 100
 Classrooms:
 102A
 102B
 103A
 109
 110
 111
 114
 115
 117
 119
 120A
 121A

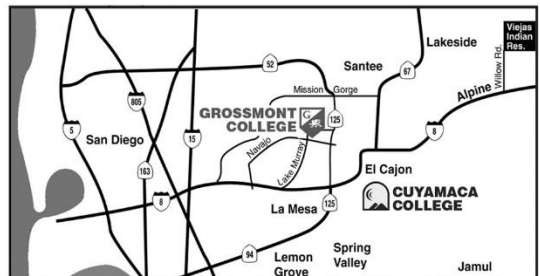
Bldg. 60
 Adult Re-entry A.R.C.
 Associated Students of Grossmont College
 Career Resource Center
 Culinary Arts
 EOPS
 Griffin Foodcourt
 Griffin Gate
 Health Services
 Java Market
 Student Employment Services

Bldg. 60 Upstairs
 ASGC Board Room
 Common Ground
 Student Affairs

Bldg. 10
 Admissions & Records
 Assessment & Testing
 College Cashier
 College & Community Relations
 College Conference Room
 College Planning & Institutional Effectiveness
 Counseling Center
 Deans Offices
 Financial Aid
 International Student Counseling Office
 Instructional Operations
 Mail Room & Business Communications Office
 President/Vice-Presidents Offices
 Student Activities Window
 Transfer Center
 Veterans Affairs

Grossmont College
 8800 Grossmont College Drive
 El Cajon, CA 92020-1799
 Phone (619) 644-7000
 Fax (619) 644-7922
 www.grossmont.edu

Grossmont College is a smoke-free/tobacco-free facility.



Although we have included information on local businesses in this handbook, we do not endorse or favor any of the sample businesses or companies listed, nor do we take any responsibility for a student's individual experiences with such companies.

The purpose of listing such names and numbers is only to provide the student with a sample. It is the student's responsibility to decide what best suits his/her needs. We welcome your suggestions.

We wish you every success.

International Student Counselors and Staff

This handbook was funded by a mini-grant proposal through the International Student Programs written by Narges Heidari and collaborative efforts by Drew Massicot during Spring of 1998. Additions and updates were written for the Fall 2001 and future editions by Barbara Clark, Bryan Lam, and Stephanie Cunningham with the important aid of student assistants.



Governing Board Members: Greg Barr, Bill Garrett, Edwin Hiel, Debbie Justeson, Elena Adams
Student Members: Edwin Hernandez Armenta, Kyrie Macogay
Chancellor: Cindy L. Miles, Ph.D.
Grossmont College President: Nabil Abu-Ghazaleh, Ed.D.