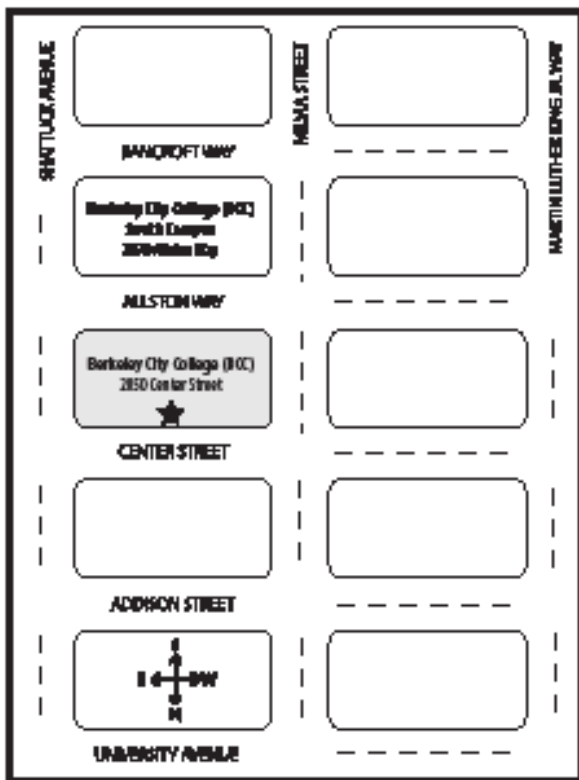


Berkeley City College Welcomes You!



How to Reach Berkeley City College

By Car

- Take 1-80 to the University Avenue exit, drive down University until you reach Milvia. Turn right on Milvia, proceed south to Center St., then take a left on Center St. to 2050 Center. Parking is available on the street and in the Center St. Garage, next door to Berkeley City College or in the City of Berkeley Parking Garage across the street from the college.
- Take Highway 24 to Martin Luther King Jr. Way. Go north on Martin Luther King Jr. Way to University Ave. Turn right on University Ave., then right on Milvia St. Proceed south on Milvia St. to Center St. Turn left on Center St. Berkeley City College is at 2050 Center St., next door to the Center St. Garage.

By BART

- Take Richmond BART train from San Francisco or Fremont to Downtown Berkeley BART station.
- Take Pittsburg/Baypoint BART and transfer to the Richmond BART train at the 19th St., or MacArthur St. BART station.
- Berkeley City College's is located one-half block west of the Downtown Berkeley BART station. Take the BART escalator or elevator to Shattuck and Center Sts., then walk 1/2 block west (toward San Francisco Bay) to Berkeley City College at 2050 Center St.

By AC Transit

Visit AC Transit at www.actransit.org to find the route nearest you. If you are a student enrolled in nine or more units, you pay a \$36 AC Transit Pass fee.



Getting Started at Berkeley City College

1

Apply for Admission

Welcome Center:
1st Floor

Admissions
and Records:
1st Floor, Rm. 152

2

Complete Your Assessment and Orientation

Assessment
Center:
1st Floor, Rm. 121

3

See A Counselor

Counseling
Office:
2nd Floor, West Wing

4

Enroll In Your Classes

Welcome Center:
1st Floor

5

Pay Your Fees

Cashier :
1st Floor, Rm. 153

Financial Aid:
1st Floor, Rm. 165

6

Get Your Photo ID and Semester Sticker

Photo ID Office:
1st Floor, Rm. 151

7

Buy Your Books

Bookstore:
5th Floor, Rm. 517

New students must take an assessment for Math and English (or ESL) prior to enrollment.

Questions?

Visit Berkeley City College's Welcome Center
1st Floor Lobby
Call: (510) 981-2800 or 981-2858
Visit: www.berkeleycitycollege.edu



Where to Find Berkeley City College Services

Academic Calendars

For updated fall, spring and summer academic calendars, please consult Berkeley City College's current class schedule. You may also go online to www.peralta.edu.

Adding and Dropping Classes

Add or drop classes at www.passport.peralta.edu, or go to BCC's Admissions & Records Office
1st Floor, Rm. 152
Hours: (See Admissions and Records Office)

Admissions and Records Office

1st Floor, Rm. 152, (510) 981-2805
Hours (Subject to Change):
Mon., Tue., Thur., Fri., 8 am - 4:30 pm
Wed., 8 am - 7 pm

Assessment and Orientation Center

1st Floor, Rm. 121, (510) 981-2804
Hours (Subject to Change):
Mon. - Fri., 8:30 am - 4:30 pm

Associated Students of Berkeley City College (ASBCC)

Ground Floor, Rm. 57, (510) 981-2905

Bookstore

5th Floor, Rm. 517
(510) 981-1012
www.berkeleycityshop.com
Hours (Subject to Change):
Mon. - Thur., 9 am - 5 pm
Fri., 9 am - 1 pm

CalWORKS

Provides a comprehensive case management, child care and employee services to CalWORKS students.

3rd Floor, Rm. 342, (510) 981-2847
Hours (Subject to Change):
Mon. - Fri., 8 am - 5 pm

Cashier's Office

1st Floor, Rm. 153, (510) 981-2842 or 2942
Hours (Subject to Change):
Mon., Tue., Thur., Fri., 8 am - 4:30 pm
Wed., 8 am - 6:30 pm

- Pay Tuition and Fees*
- Pay Library Lost and Late Book Fees (Cash Only)
- Pay Student Health Fee (\$18; Cash or Check Only)
- Pay Transcript Fees (Cash or Check Only)
- Purchase AC Transit EASY PASS; \$41
- Purchase BCC Catalog (\$5 Per Copy)
- Purchase *Milvia Street Journal* (Cash Only)
- Student Payroll, Financial Aid, Loan, Scholarship Checks
- Staff Payroll Checks

*All fees are subject to change; cash or check only.

Computer Lab

(Computers for Student Use)

Must have a student ID with a current semester sticker.
1st Floor, Rm. 125
Hours (Subject to Change):
Mon. - Fri. 8 am - 8 pm
• The Computer Lab is a quiet study area.
• Sign in at front desk if you want to use a computer.
• No food or drinks are allowed.

Cooperative Agencies Resources for Education (CARE)

Designed to motivate, encourage and support single parents on welfare.
Hours: (See Extended Opportunity Programs & Services)

Counseling Services

2nd Floor, (510) 981-5036
E-Mail: counselingbcc@peralta.edu
Hours (Call for Hours; Subject to Change):
Mon., Tue., Wed., Thur., 8 am-7 pm
Fri., 8:30 am-4 pm

Degree Requirements

2nd Floor, Counseling Dept.
(510) 981-5036
Hours: (See Counseling Services)

Disabled Students Programs & Services

Support services for students with disabilities.
2nd Floor, Rm. 261, (510) 981-2812
Deaf Services—E-Mail: cmassey@peralta.edu
Hours (Subject to Change):
Mon. - Fri., 9 am - 5 pm

Extended Opportunity Programs and Services (EOPS)

Support services for non-traditional students.
3rd Floor, Rm. 342, (510) 981-2832
Hours (Subject to Change):
Mon. - Fri., 8 am - 5 pm

Faculty Offices

3rd and 5th Floors

Fees

Cashier's Office, 1st Floor, Rm. 153
(510) 981-2842 or 981-2942
Hours: (See Cashier's Office)

Financial Aid, Student Loans

bcc-finaid@peralta.edu
1st Floor, Rm. 165
(510) 981-2941 or 981-2808

Hours (Subject to Change):
Mon. - Tue., Thur., Fri., 8 am - 5 pm
Wed., 8 am - 6:30 pm

Financial Aid Workshops

Phone (510) 981-22941 or 981-2808 for updates.
Hours and Locations Vary
Visit Our Web Site at:
www.berkeleycitycollege/wp/financial_aid

Health Services

BCC South Campus, 2070 Allston Way, 2nd Floor
Hours:TBA

International Students

Thomas Torres-Gil
1st Floor, Rm. 151, BCC or 333 E. 8th St., Oakland, CA
Hours (Subject to Change):
9 a.m.-6 p.m., Mon., Thur.
Phone: (510) 981-2805 or (510) 587-7385
E-mail: ttorresgil@peralta.edu or globaled@peralta.edu
Visit the Web at: <http://international.eperalta.org>

Learning Resources Center

**Jerry L. Adams Learning Resources Center
By Appointment**
1st Floor, Rm. 112, (510) 982-2971

Front Desk Hours (Subject to Change):
Mon. - Thur., 8:30 am - 8:30 pm; Fri., 8:30 am-4 pm
Sat., 8:30 am-4 pm

Loans (Student)

Hours: (See Financial Aid)

Lost and Found

Lobby Security Desk, BCC Lobby, (510) 981-2975
Hours:
Mon. - Fri., 8 am - 10 pm; Sat., 8 am-6 pm

Mailboxes (Faculty, Staff, Administration)

Students can drop off class assignments anytime in the depository box right outside the mail room.

1st Floor, Rm. 156, (510) 981-5017

Drop Box Collection Hours:

Assignments dropped off on Mon. thru Thurs. will be put in faculty mailboxes on the same day after 6 pm
On Fri. - After 4 pm
On Sat. - The following Mon. by 11 am

Outreach at Berkeley City College

Student Ambassadors, 1st Floor
(510) 981-2857 or 981-2887
Hours (Subject to Change):
Mon. - Fri., 8:30 am - 5 pm

PACE (Program for Adult College Education) Pathways

BCC, 1st Floor, Rm. 112, (510) 981-2864
Hours (Subject to Change):
Mon. - Fri., 8:30 am - 5 pm

PASSPORT Assistance

See Student Ambassadors, 1st Floor Welcome Center
(510) 981-2858
Hours (Subject to Change):
Mon., Tue., Wed., Thur., 8 a.m.-5 p.m.
Wed., 8 a.m.-7 p.m.
Web: bccambassadors.org/admissions.html

Scholarships

Transfer & Career Information Center
2nd Floor, Rm. 243, (510) 981-2811
Hours:
Mon. - Fri., 8 am - 5 pm

Security Desk

College Lobby, (510) 981-2975
Hours:
Mon.-Fri., 8 am - 10 pm
Sat., 8 am - 6 pm

Student Activities/Campus Life

Ground Floor, Rm. 51, (510) 981-2877
Hours (Subject to Change):
Mon.-Fri., 8 am - 5 pm

Student Ambassadors

1st Floor Welcome Center, (510) 981-2858
E-Mail: bccambassaor@gmail.com

Student Clubs

ASBCC Office, Ground Floor, Rm. 57
(510) 981-2905

Student Employment Services/ Career Center

See Job Board, 1st Floor Lobby
Work/Study, 1st Floor, Rm. 165, (510) 981-2878
Hours (Subject to Change):
Mon. - Fri., 8 am - 4:30 pm

Student ID Cards and Semester Sticker

1st Floor, Rm. 151
Hours (Subject to Change):
Mon., Tue., Thur., Fri., 8 am-5 pm; Wed., 8 am-6:30 pm

Susan A. Duncan Library

(Call for Latest Hours of Operation)
1st Fl., Rm. 131, (510) 981-2824
www.berkeleycitycollege.edu

Transcript Requests

(see Admissions and Records Office)
Visit: web.peralta.edu/admissions/official-transcript-request/

Transfer and Career Information Center

2nd Floor, Rm. 243, (510) 981-2811
<http://www.berkeleycitycollege.edu>
Hours:
Mon. - Fri., 8 am - 5 pm

Tuition, Out-of-State & International Students' Fees

Cashier's Office, 1st Floor, Rm. 153
(510) 981-2842 or 981-2942
or for International Students:

International Students Office, 1st Floor, Rm. 151
Mon., Thur., 8:30 a.m.-Noon; 2-6 p.m.
(510) 981-2805 or (510) 587-7385
E-Mail: ttorresgil@peralta.edu or globaled@peralta.edu
Web: international.eperalta.org

Tutoring Center

(see Learning Resources Center)

Veterans' Affairs Office

BCC South Campus
2070 Allston Way, Rm. 202, Berkeley
Hours (Subject to Change)
Mon.-Thur., 8:30 am-4:30 pm
Fri., By Appointment
(510) 981-5039

Veterans' Resource Center

BCC South Campus Tutoring Center
2070 Allston Way, Rm. 202 Berkeley
E-mail: jlenahan@peralta.edu
for latest hours and services.

Welcome Center

1st Floor Lobby
Hours (Subject to Change):
Mon., Tue., Thur., Fri., 8 am - 5 pm
Wed., 8 am - 7 pm

*Note that all office locations and hours of operation are subject to change.

For more information:

- See Berkeley City College's Class Schedule
- Visit www.berkeleycitycollege.edu
- Phone (510) 981-2800