



Student Athlete Handbook



Antelope
Valley
College

2022
2023



Table of Contents

- 1..... Marauder Athletics Contact List
- 2..... Overview
- 5..... Our History
- 7..... Steps for Entrance
- 10 Frequently Asked Questions
- 11 Academic Calendar 2022-2023
- 12 Introduction | Student Athlete Code of Conduct
- 13 Academic | Citizen Responsibilities
- 14 Good Sportsmanship | Social Media Policy
- 16 Student Discipline | Training & Conditioning | Travel
- 17 Athletic Training Rules | Medical Services
- 19 Insurance Coverage
- 20 Athletic Eligibility and Transferring
- 23 CA Community College Eligibility and Decorum
- 25 Campus Support Services
- 33 Campus Map



Antelope Valley College Quick Facts



President: Jennifer Zellet

Athletic Director: Tom Gang

Location: 3041 W. Avenue K, Lancaster, CA 93536

Established: 1929

Colors: Maroon and Silver

Nickname: Marauders

Notice: Antelope Valley College reserves the right to change or delete without notice any of the materials, information, requirements, regulations published in this guide. The guide is not to be regarded as a contract between the college and the students.

Marauder Athletics Contact List

ATHLETICS OFFICE (661) 722-6300, ext. 6440

Dean, Athletics & Kinesiology

Tom Gang ext. 6441 tgang@avc.edu

Cell: (916) 320-0609

Administrative Assistant

Sheri Langaman ext. 6245 slangaman@avc.edu

SPORTS PROGRAMS AND COACHING STAFF

Baseball

Bryan Moses ext. 6182 bmoses1@avc.edu

Basketball-Men

John Taylor ext. 6686 jtaylor@avc.edu

Basketball-Women

Barry Green ext. 6305 jgreen@avc.edu

Cross Country

Men & Women

Anthony "Tony" Veney ext. 6903

aveney2@avc.edu

Football

Perry Jehlicka ext. 6387 pjehlicka@avc.edu

Golf-Men

Brad Hazard ext. 2428 bhazard@avc.edu

Golf-Women

Patrick Londono ext. 2325 plondono@avc.edu

Soccer-Men

Charles Gordon Jr. ext. 6257 cgordon5@avc.edu

Soccer-Women

Charles Gordon Jr. ext. 6257 cgordon5@avc.edu

Softball/Assistant A.D.

Cindy Vargas ext. 6708 cvargas@avc.edu

Tennis-Women

Justin Webb ext. 6203 jwebb@avc.edu

Track and Field

Men & Women

Anthony "Tony" Veney ext. 6903 aveney2@avc.edu

Volleyball

Men & Women

Mark Cruz ext. 6444 mcruz1@avc.edu

SUPPORT STAFF

Athletic Academic Advisor

Mike Rios ext. 6443 mrios4@avc.edu

Senior Athletic Trainer

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Equipment Assistant-Men

Russell Gordon Sr. ext. 6256 rgordon3@avc.edu

Equipment Assistant-Women

Danielle Harris ext. 6166 dharris70@avc.edu

Sports Information

Byron Devers ext. 6104 bdevers@avc.edu

Antelope Valley College

Philosophy

Antelope Valley College is a comprehensive community college in the California Community College System dedicated to providing services to a broad range of students with a variety of educational goals. Antelope Valley College is dedicated to providing educational programs and services as expressed in the California Master Plan for Higher Education. The College is committed to equal educational opportunity and reinforces that commitment through a program of active affirmation of diversity.

Antelope Valley College is dedicated to meeting the dynamic needs of a changing community. The College addresses the educational needs of a diverse and evolving population. The College recognizes that it is uniquely capable of responding to the requirements of regional business, industry, and public service, as well as the social and cultural needs of the Antelope Valley.

Antelope Valley College affirms the rights of the individual and respects human dignity. The programs and activities of the College foster the individual's ability to think clearly, critically, and independently to meet the demands of an increasingly complex society. The student is the primary concern of the College. The curriculum, activities, and services of the College help students understand their physical, cultural, ethnic, and social environment. The preservation of academic freedom provides a college environment in which students and faculty can examine ideas freely.

This philosophy is reflected in the curriculum, the student-faculty relationships, the services and resources, and the policies of the College.

Vision

To provide quality education that transforms lives

Mission

Antelope Valley College, a public institution of higher education, provides a quality, comprehensive

education to a diverse population of learners. We are committed to student success offering value and opportunity, in service to our community.

We offer:

Associate Degree Programs

Associate degree programs comprised of general education courses, proficiency requirements, designated courses in a specific major or area of emphasis. Associate degrees provide students with “the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding.”

Career Technical Programs

Certificate and degree programs comprised of “essential career technical instruction” in a variety of business, technical, and occupational courses designed to enhance students' knowledge and skills leading to employment, career advancement, certification, and state or federal licensure. We award both Chancellor's Office approved Certificates of Achievement and locally approved Certificates of Proficiency.

Transfer/General Education Courses

Transfer/general education courses in communication and critical thinking, the physical and biological sciences, arts and humanities, social and behavioral sciences, and technical education. Completion of these courses allows students to fulfill degree requirements or enroll in upper division courses and programs at accredited four-year institutions through our articulation agreements.

Basic Skills Courses

Basic skills courses in reading, writing, mathematics, English as a Second Language, and learning and study skills. These courses offer students essential foundation skills that are necessary for success in college-level degree applicable courses.

Student Support and Instructional Support

A variety of services in academic, career, and personal counseling, in library instruction and course support, in learning assistance. These services support the needs of students in pursuing and achieving their educational goals.

Workforce Preparation and Economic Development

Workforce programs, job preparation courses (non-degree applicable) and a variety of services that contribute to the educational and economic well being of the community.

Personal Enrichment and Professional Development

Community service offerings, non-credit, not-for-credit classes and services that develop the knowledge, skills and attitudes necessary for students to be effective members of the community. These classes enhance the community's social, cultural, and economic well being. Non-credit course offerings may lead to a Certificate of Completion and/or Certificate of Competency.

Values

- Education - We are dedicated to students, faculty, staff, and alumni in their endeavor for lifelong learning.
- Integrity - We expect honesty, trust, candor, and professionalism from one another.
- Excellence – We commit to the highest quality in all our endeavors, being responsive to our community in innovative ways.
- Community – We create and foster relationships between AVC and its diverse constituents: students, faculty, staff, alumni, and the community at large.

Practices

- Students and learning are primary in decision making.
- Mutual respect and courtesy is the basis of our relationships.
- Professional standards, collaboration and teamwork are demonstrated.
- Innovation, accomplishments and creativity are recognized and rewarded.

- Open access to educational programs is provided to meet student needs.
- Safe physical environment and a secure infrastructure improves and supports student success and learning.
- Stewards of the college place service to the institution and community above self-interest.
- We strive to enhance the visibility of the Antelope Valley Community College District.
- We recognize that people make up the college and value them as individuals.

Governance

AVC is a public community college that operates under the Board of Trustees of the Antelope Valley Community College District.

History

The institution was founded in 1929 as a department of Antelope Valley Joint Union High School in Lancaster. The average daily attendance at the college was 13 during the 1929–30 school year. There was little growth in enrollment at the college during the depression years that followed. Alfalfa farmers in Antelope Valley were hard hit during the 1930s, and the smallest junior college in California suffered serious financial difficulties. Teachers took a 20 percent cut in salaries, which ranged from a state-mandated minimum of \$1,350 a year to a \$1,595 maximum.

Average daily attendance (ADA) at the college reached 100 by 1939, but with World War II, attendance plummeted. Attendance reached a low of 13 during the war, the same ADA as the year the school was founded.

There were pressures to close the junior college, but trustees and staff held out until veterans returned from the war. Enrollment grew steadily during the postwar years, partly because of the GI Bill of Rights and partly because Antelope Valley began developing an aircraft industry.

In 1959, groundbreaking was held for a new college campus on 110 acres at Avenue K and 30th Street West.

The college has expanded the campus size to approximately 125 acres through land purchases. While some of that land is still undeveloped, that is expected to change with projected growth.

The district has established a second site in Palm-dale.

Demographics and Description

The Antelope Valley Community College District consists of 1,945 square miles of semiarid terrain located north of the mountains that separate Antelope Valley from the Los Angeles basin. The college district includes 40 percent of the land mass of Los Angeles County, as well as a small section in the southeastern part of Kern County.

Major residential centers in the valley include the incorporated cities of Lancaster and Palmdale, and the smaller communities of Quartz Hill, Antelope Acres, Rosamond, Littlerock, Pearblossom, Acton, Sun Village and Lake Los Angeles. Residential areas such as Leona Valley, Green Valley, Lake Hughes and Lake Elizabeth exist in outlying regions.

For the first half of the 20th century, the basic industry of Antelope Valley was agriculture. By the late 1950s, aircraft and aerospace industries began to dominate the economy. The region's dry climate and high percentage of sunny days make it an ideal location for aircraft manufacturing and testing. There are two principal centers of the aircraft industry. One center is located at Plant 42. The other is at Edwards Air Force Base, located outside the Antelope Valley Community College District, but a significant percentage of civilian employees live within the district.

A large portion of the valley's population also commutes to jobs in the Los Angeles basin.

The college itself contributes directly to the economic health of Antelope Valley, with 850 employees. Their combined income is more than \$30 million, and they spend most of it locally. AVC's student body consists of a wide range in ages—from teenagers to senior citizens, with the average age of 30. Women make up the majority of the student body with 59 percent of the population. In fall 2014, 13,941 students attended AVC.

Degrees and Programs

AVC offers Associate in Science and Associate in Arts degrees for both transfer and non-transfer students. Technical, trade, business, health sciences, and service programs are offered for the occupational student.

Instructional Programming

Regular Session: AVC operates on the semester system with the academic year divided into a fall and spring semester of approximately 16 weeks each. Although the majority of classes contained

in the catalog are semester courses, there are a number of short-term courses available each semester. Several weeks prior to each semester, a printed schedule of classes is published and may be obtained at the Welcome Center.

Summer Session: AVC operates a summer session each year. Classes in most subject fields are offered during both day and evening hours. The maximum unit load for a student during the summer session is nine semester units. Several training and recreational programs have been sponsored or cosponsored by AVC as special features of the summer session.

Evening and Saturday Classes: College-level classes are offered in the evening and on Saturdays in all academic fields, business, technical, vocational and semiprofessional areas. Many of the classes offered during the day are also offered during the evening and on Saturdays. Also offered are courses and programs other than those available in the day program; namely, offerings of a community service nature, courses for adults, and classes designed to provide training for persons employed during daytime hours. The college is committed to the same high quality of instruction in the evening and Saturday programs as that offered during the day. Evening classes are courses scheduled to begin at or later than 4:30 p.m.



Our History

One of our proudest traditions is our student athletes' academic successes.

Marauder Athletics and Academic Honors

Marauder Athletics has four established goals:

- To make a contribution to the personal development of student athletes.
- Help student athletes succeed academically.
- Generate community interest.
- Be successful on the field or on the court.

With these ideals in mind, Marauder Athletics has put together a model academic advisement program. Marauder Athletics has more Pepsi-Scholar Award winners than any other school. More importantly, nearly 74 percent of Marauder student athletes have continued on to four-year institutions.

Academic Achievement Recognition

Each sport recognizes the student athlete with the highest grade point average. In addition, at the end of the school year, a male and female student athlete will be honored as a Marauder Scholar Athlete of the Year and will have a plaque permanently displayed in the Scholar Athlete Hall of Fame.


In addition, those student athletes of merit will be submitted for consideration for the California Community College Scholar Athlete Award (formerly Wilson Sporting Goods). This prestigious award is presented to only 18 student athletes in the state each year; and Antelope Valley College has had 17 recipients, more than any other California community college.



KINESIOLOGY ANTELOPE VALLEY COLLEGE DEPARTMENT

CONTACT: (661) 722-6440 athletics@avc.edu

The Kinesiology Department at AVC offers the following classes:



First Aid & Emergency Care
Health Education
Stress Management
Women's Health Issues
Adaptive Physical Education
Weight Lifting
Physical & Aerobic Conditioning
Hatha Yoga

Beginning & Intermediate Soccer
Beginning & Intermediate Volleyball
Beginning & Intermediate Tennis
Beginning & Intermediate Swimming
Fitness Swimming
Sports Appreciation
And more...

AVC ATHLETICS DEPARTMENT

CONTACT: (661) 722-6440 athletics@avc.edu

The Athletics Department at AVC offers the following sports:

Men's Cross Country
Women's Cross Country
Men's Golf
Women's Golf
Baseball
Softball
Men's Soccer
Women's Soccer

Men's Track & Field
Women's Track & Field
Men's Basketball
Women's Basketball
Men's Volleyball
Women's Volleyball
Women's Tennis
Football

Steps for Entrance

How can I become an AVC Student?

1. Apply for Admission

You'll find there are several different paths depending on whether you are a new student, returning, transferring, or one with special needs.

- New student
- Returning student
- Continuing student
- K-12/Home School student
- Veteran of the U.S. Armed Forces
- International student
- Student with a disability
- Student transferring from another college
- Dual Enrollment student
- ESL student
- Other student

Apply online at www.avc.edu or apply in person at the Admissions and Records counter in the Student Services Lobby.

2. Apply for Financial Aid

After you have applied for admission, you should apply for financial aid. You may qualify to receive financial assistance with your college costs. Your first step will be to fill out the Free Application for Federal Student Aid (FAFSA) form. You can also check out the Financial Aid link at www.avc.edu/student-services/financial-aid.

Financial Aid: (661) 722-6300, ext. 6337

3. Take Assessment

After you have applied, you will need to participate in the assessment process. The Assessment Center offers a computerized assessment test for students in order to determine ability levels in English and Math. This process enables students to enroll in the appropriate courses, including courses designed to prepare for college-level work. All assessments are done on a walk-in basis, first come, first served during regular office hours. The Assessment Center provides this convenient system to meet the needs of our students' busy schedules.

Assessment Center: (661) 722-6300, ext. 6536

4. Participate in Orientation and Student Athlete Orientation

Orientation is designed to provide new students with support and the necessary information to ensure a smooth and successful transition into Antelope Valley College. The content includes information on all aspects of the campus, classrooms, courses, and available resources and services. Key elements of registration, standards regarding prerequisites, student support services, academic policies and the student educational plan (SEP) are also explained.

Counseling Center: (661) 722-6300, ext. 6338

Online orientation: www.avc.edu/orientation

5. Choose Academic Program

Antelope Valley College offers a large number of two-year degrees, transfer and certificate programs that help prepare you for a career.

You may purchase a catalog at the Marauder Bookstore, stop by the Counseling Center, or visit us on the Web at www.avc.edu to check out what programs are offered.

6. Utilize Campus Services

Let us help. Antelope Valley College has a number of resources that will help you before, during and after you become a student.

Admissions and Records	SSV Lobby	722-6300, ext. 6504
Assessment Center	T-100	722-6300, ext. 6536
Marauder Bookstore	SCT	943-6300, ext. 6545
CalWORKs	SSV 180	722-6300, ext. 6326
Career Center	SSV Lobby	722-6300, ext. 6340
Child Care	CDC	722-6300, ext. 6500
Counseling Center	SSV Lobby	722-6300, ext. 6338
Corporate and Community Ed.	T503	722-6300, ext. 6584
EOPS and CARE	SSV 230	722-6300, ext. 6363
Financial Aid and Scholarships	SSV Lobby	722-6300, ext. 6337
First Year Experience (FYE)	LC	722-6300, ext. 6478
Graduation Evaluation Office	SSV 117	722-6300, ext. 6620
Health Services	SSV 180	722-6300, ext. 6683
Honors Program	LS1	722-6300, ext. 6468
Information and Welcome Center	SSV Lobby	722-6331
Instructional Multimedia Ctr.	BE 113	722-6300, ext. 6451
Job Placement	SSV 171	722-6300, ext. 6358
Learning Center	Learning Ctr.	722-6300, ext. 6458
Library	Library	722-6300, ext. 6533
Office for Students with Disabilities	T100	722-6360 (Voice relay)
Security and Campus Police	SCT 125	722-6399
STARS	SV 208	722-6300, ext. 6084
Student Development/ASO	SSV 180	722-6300, ext. 6354
Transcripts Office	SSV 124	722-6300, ext. 6130
Transfer Center	SSV 101-Lobby	722-6300, ext. 6343
Veterans Affairs	SSV 126	722-6300, ext. 6342

7. Register & Pay for Classes

You must submit an application before you can register. Once your application has been accepted, you can register for classes listed in the schedule of classes.

How to Register

You have two ways to register and pay for classes at Antelope Valley College. Choose the one that best meets your needs.

- Online Registration & Payment Services
- Walk-in Registration and Payment Services

Payment due dates are listed in the student academic calendar. Registration information is available online and in the printed schedule of classes, available on campus.

Admissions and Records: (661) 722-6300, ext. 6504

Cashier's Office: (661) 722-6300, ext. 6335

8. Parking, ASO & ID Card

A parking permit is required to park on campus. You may purchase a parking permit at the Cashier's Office or a permit can be purchased with an ASO card at a combined discounted rate.

The ASO card offers a number of benefits for students such as tutoring, free entrance into AVC scheduled athletic events and many others.

All students are required to have a student ID card which is available in the Student Development and College Activities Office.

Cashier's Office: (661) 722-6300, ext. 6335

Student Development Office: (661) 722-6300, ext. 6354

9. Purchase Books & Supplies

After registering for your classes you can purchase your books at the Marauder Bookstore or online at: www.marauderbookstore.com.

Check with the bookstore for dates when upcoming semester books will be available for purchase.

Marauder Bookstore: (661) 722-6300, ext. 6545

10. Attend Class

Tips and suggestions before attending class:

- Be familiar with the student services that AVC has to offer.
- Pay close attention to refund and add/drop dates.
- Purchase a parking permit at the Cashier's Office.
- Get directions to the college.
- Get a campus map.
- Get a Student Academic Calendar.
- Get a Student Handbook and Planner from the Information and Welcome Center.
- AVTA bus passes are available for purchase at the Student Development Office.
- Be familiar with public transportation routes and times. Call or visit AVTA's web site at www.avta.com or (661) 945-9445, ext. 200.
- Questions? Call the **Information & Welcome Center** at (661) 722-6331.



FAQ Frequently Asked Questions

Q: What is matriculation?

A: Matriculation is a process that assists the student in achieving his or her educational goals. It is an agreement between the college and the student who enrolls for credit. We ask that you participate in a partnership with us to ensure your educational success. All new students are required to participate.

Q: What is a major?

A: A major is a program of study which leads to a degree. It is the primary area of study in which the greatest depth of knowledge will be developed. If transferring, classes taken in a major area fulfill what is called "preparation for the major." Completion of these courses prepares students for upper division classes.

Q: Where can I find out what classes to take for my major?

A: Preparation for a major is an important step. Information as to which classes are required for a specific major can be obtained from the college catalog or fact sheets and from articulation agreements for transfer students. You should also make an appointment with a counselor to make sure you are on the right track.

Q: How long will it take to complete my goal at AVC?

A: This is a difficult question to answer because so much depends on the time you can devote to attending school. Determine how many classes you need to meet your goals and calculate how many classes you can take per semester. Remember, summer sessions offer many classes and can assist in speeding up your educational goal. Time management is very important.

Q: How can I get priority registration?

A: You may receive priority registration if you complete all the Matriculation steps before the current deadline.

1) Assessment 2) Orientation 3) Counseling 4) Educational Plan

If you do not complete the matriculation steps by the deadline you will still receive priority registration for the next registration cycle.

Q: When is a picture ID needed?

A: A picture ID is needed:

- For drops and information changes
- To obtain transcripts and enrollment verifications
- To obtain an AVC ID card
- To obtain ANY information. (Information is not given over the phone)
- To take the assessment

Q: What if the class I want to register for is closed?

A: See Admissions and Records for more information on adding classes.

Q: Do I have to repeat a class in which I received a "D" or "F" grade?

A: There is no general college regulation requiring the repetition of courses in which you received a substandard grade. However, certain programs of study require a "C" grade or better in all courses required for the program.

Please note: You may only take a class two (2) times with a signature from a counselor. That is, you may retake a class one time after receiving a substandard grade. You must register in person and obtain a counselor's signature to enroll in the class. A petition may be filed at the Admissions and Records Office for "Extenuating Circumstances" for three (3) or more repeats. See the Counseling Center for further details.

Q: What if I have a hold?

A: Visit the Admissions and Records office with a picture ID. You will be referred to the appropriate office depending on what type of hold you have.

As you are completing these steps, it's important to make an appointment to see the athletic counselor as soon as possible.

Academic Calendar 2022–2023

AUGUST 2022

	M	T	W	Th	F	S
		1	2	3	4	5
		8	9	10	11	12
1	6	15	16	17	18	19
2	6	22	23	24	25	26
3	3	29	30	31		
	15					

Fall 2022 starts-
Aug. 15
Fall Census -
Aug. 29

FEBRUARY 2023

	M	T	W	Th	F	S
			1	2	3	4
		6	7	8	9	10
4	4	13	14	15	16	17
5	6	20	21	22	23	24
6	4	13	14	15	16	17
7	5	20	21	22	23	24
8	2	27	28			
	21					

Lincoln's Day
Feb. 17
Local
Washington's day-
Feb. 20

	Fall 2022
	Spring 2023
	Summer 2023
	First Day Of Classes
	Last Day of Classes
	Classes Not in Session
	FPD Day

SEPTEMBER 2022

	M	T	W	Th	F	S
				1	2	3
		5	6	7	8	9
3	3	12	13	14	15	16
4	5	19	20	21	22	23
5	6	26	27	28	29	30
6	6	19	20	21	22	23
7	5	26	27	28	29	30
	25					

Labor Day -
Sept. 5
National Voter
Registration
Day - Sept. 27

MARCH 2023

	M	T	W	Th	F	S
			1	2	3	4
		6	7	8	9	10
8	4	13	14	15	16	17
9	6	20	21	22	23	24
10	6	20	21	22	23	24
11	5	27	28	29	30	31
	21					

Spring Break
March 6-11

OCTOBER 2022

	M	T	W	Th	F	S
						1
		3	4	5	6	7
7	1	8	9	10	11	12
8	6	13	14	15	16	17
9	6	13	14	15	16	17
10	6	17	18	19	20	21
11	6	24	25	26	27	28
12	1	31				
	26					

October 19 -
Voter
Registration
Deadline
October 23 -
Early voting

APRIL 2023

	M	T	W	Th	F	S
						1
		3	4	5	6	7
11	1	10	11	12	13	14
12	6	17	18	19	20	21
13	6	10	11	12	13	14
14	6	17	18	19	20	21
15	6	24	25	26	27	28
	25					

NOVEMBER 2022

	M	T	W	Th	F	S
						1
		1	2	3	4	5
12	5	7	8	9	10	11
13	5	7	8	9	10	11
14	6	14	15	16	17	18
15	3	21	22	23	24	25
16	3	28	29	30		
	22					

Election day -
Nov. 8
Veterans
Holiday
Nov. 11
Thanksgiving -
Nov 24
Local Holiday-
Nov. 25

MAY 2023

	M	T	W	Th	F	S
						1
		1	2	3	4	5
16	6	8	9	10	11	12
17	6	15	16	17	18	19
18	6	22	23	24	25	26
19	6	22	23	24	25	26
20	6	29	30	31		
	21					

Spring 2023
Ends - May 6
Summer 2023
Starts - May 15
Memorial Day
- May 29

August 2023

	M	T	W	Th	F	S
						1
		1	2	3	4	5
5	5	7	8	9	10	11
6	0	14	15	16	17	18
7	0	21	22	23	24	25
8	0	28	29	30	31	
	5					

DECEMBER 2022

	M	T	W	Th	F	S
						1
		5	6	7	8	9
16	3	12	13	14	15	16
17	3	19	20	21	22	23
18	3	19	20	21	22	23
19	3	26	27	28	29	30
20	3	26	27	28	29	30
	22					

Fall 2022 ends-
Dec. 3
Local Holiday -
Dec 23-30

JUNE 2023

	M	T	W	Th	F	S
						1
		5	6	7	8	9
3	3	12	13	14	15	16
4	6	19	20	21	22	23
5	6	19	20	21	22	23
6	6	26	27	28	29	30
	26					

Juneteenth - June 19

JANUARY 2023

	M	T	W	Th	F	S
						1
		2	3	4	5	6
1	6	9	10	11	12	13
2	5	16	17	18	19	20
3	6	23	24	25	26	27
4	2	30	31			
	19					

New Year's Day
observed
Jan 2
Spring 2023
Starts - Jan. 9
Martin Luther
King - Jan 16
Spring Census -
January 23

JULY 2023

	M	T	W	Th	F	S
						1
		3	4	5	6	7
7	1	10	11	12	13	14
8	5	17	18	19	20	21
9	6	24	25	26	27	28
10	6	24	25	26	27	28
11	6	24	25	26	27	28
12	1	31				
	25					

Independence Day -
July 4

Last Day of Summer 2023 - Aug
70 SUMMER Instructional Days

Introduction

This handbook has been designed to assist Antelope Valley College student athletes with the transition to becoming and continuing as a member of the Marauder family. There are numerous policies and procedures that must be followed within the California Community College Athletic Association, Antelope Valley College and the Athletic Department in order to retain your academic and athletic eligibility.

This guide will help with the information on items such as: eligibility, financial aid, housing, athletic training, advisement and much more. The handbook contains information that changes regularly and other information that is fairly constant. This makes for an excellent resource for the student-athlete to get the most up-to-date information regarding all aspects of the collegiate experience.

It is a privilege to represent and compete for Antelope Valley College. Please take time to familiarize yourself with the information in order to help you make the most efficient use of your time and resources. As you read the handbook, should you see an area that needs more explanation, please contact one of the athletic staff members.

Student Athlete Code of Conduct

Students who represent Antelope Valley College in athletic competition are expected to:

- Understand that participation in intercollegiate athletics is a privilege, not a right
- Demonstrate good citizenship, sportsmanship, honesty, and integrity on the field or court, on campus, in the classroom and in the community
- Attend classes regularly
- Develop and follow an academic plan to obtain a certificate, an A.A. degree, or attain transfer status
- Demonstrate and understand that participation in athletics is contingent upon adherence to all California Community College Athletic Association (CCCCAA), Western State Conference, Southern California Football Association and Antelope Valley College rules and regulations
- Acknowledge that compliance with the student-athlete code of conduct is required for participation in athletics at Antelope Valley College
- Acknowledge that any violation of the code will result in appropriate discipline as determined by the head coach and athletic director

Academic Responsibilities

A priority for the athletic department is to wholeheartedly support and augment every effort that will foster intellectual development and academic progress for student athletes. While Antelope Valley College provides a variety of services, the ultimate responsibility for success rests upon the shoulders of the student athlete. As a result, each student athlete is expected to:

- Set a primary goal of obtaining a certificate, an A.A. degree, or attaining transfer status in a timely fashion to better ensure academic and athletic eligibility in a 4-year institution
- Seek assistance from the instructor and/or athletic academic support services before and/or when academic difficulties occur
- Attend and be prepared for every class, except for excused absences
- Attend study hall, tutorial, and counseling sessions as required when academic deficiencies are identified
- Meet at least once each semester with the athletic counselor
- Adhere to the Antelope Valley College policy regarding academic integrity and honesty
- Maintain CCCAA minimum course hour requirements per semester (12 units/9 academic units)
- Maintain an academic load that will ensure second season eligibility (pass 24 units including 18 academic units with at least a 2.00 cumulative GPA)
- Make progress toward a degree, based on National Collegiate Athletic Association rules for continued athletic eligibility

Citizen Responsibilities

In addition to academic responsibilities, the athletic department takes a leadership role in requiring that student athletes display good citizenship. Therefore, each student athlete is expected to:

- Show respect for all members of the Antelope Valley College community
- Demonstrate good citizenship and sportsmanship with fellow students
- Present a positive public demeanor at all times, on and off campus
- Act as a role model for young people and other student athletes

Good Sportsmanship

Our student athletes are ambassadors for Antelope Valley College and enjoy certain privileges with such status. They also bear the responsibility of behaving with dignity and sportsmanship. Student athletes will conduct themselves with honesty and good sportsmanship during games and competition. Behavior must at all times reflect the high standards of honor and dignity that should characterize participation in competitive sports. Student athletes will conduct themselves in a manner reflecting positively on the reputation of Antelope Valley College both on and off the “field of play” and when traveling and participating at other institutions. Our objective is for the student athletes to always maintain an attitude of respect toward opponents. As models of good sportsmanship, student athletes should look for ways to encourage and appreciate quality play and effort, regardless of whether it’s exhibited by a teammate or an opponent.

While intense and emotional game action and conduct is certainly a reasonable part of intercollegiate sports contests, the intent of our student athletes should never be to demean the dignity and individuality of an opponent, an official, or of the athletic contest.

To that end, our student athletes are expressly prohibited from engaging in the following behavior at any intercollegiate sporting event:

- Fighting opponents, fans, or officials
- Taunting opponents or their fans
- Inappropriate “celebrations” with the intent to demean opponents
- Disrespectful attitude toward opponents
- Inciting crowd hostility in an unsportsmanlike manner
- Using profane and vulgar language and/or gestures

Social Media Policy

Playing and competing for Antelope Valley College is a privilege. Student athletes at AVC are held in the highest regard and are seen as role models in the community. As leaders you have the responsibility to portray your team, your school and yourselves in a positive manner at all times. Sometimes this means doing things that are an inconvenience to you, but benefit the whole team.

Facebook, Twitter and other social media sites have increased in popularity globally, and are used by the majority of student athletes here at AVC in one form or another.

Student athletes should be aware that third parties—including the media, faculty, future employers and CCCAA officials—could easily access your profiles and view all personal information. This includes all pictures, videos, comments and posters. Inappropriate material found by third parties affects the perception of the student athlete, the athletic department and the school. This can also be detrimental to a student athlete’s future employment options, whether in professional sports or in other industries.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include depictions or presentations of the following:

- Photos, videos, comments or posters showing the personal use of alcohol, drugs and tobacco e.g., no holding cups, cans, shot glasses etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Pictures, videos, comments or posters that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a student-athlete, coach or team at another institution and derogatory comments against race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illegal drug use).
- Content online that would constitute a violation of Western States or CCCAA rules (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).
- Information that is sensitive or personal in nature or is proprietary to the Marauders Athletic Department or the school, which is not public information (examples: tentative or future team schedules, student athlete injuries and eligibility status, travel plans/itineraries or information).

For your own safety, please keep the following recommendations in mind as you participate in social media websites:

- Set your security settings so that only your friends can view your profile.
- You should not post your e-mail, home address, local address, telephone number(s), or other personal information as it could lead to unwanted attention, stalking, identity theft, etc.
- Be aware of who you add as a friend to your site—many people are looking to take advantage of student athletes or to seek connection with student athletes.
- Consider how the above behaviors can be reflected in all Facebook applications.

If you are ever in doubt of the appropriateness of your online public material, consider whether it upholds and positively reflects your own values and ethics as well as those of the AVC Athletic Department and the college. Remember, always present a positive image and don't do anything to embarrass yourself, the team, your family or the school.

Student Discipline

Each student is responsible to adhere to the policies and procedures of Antelope Valley College, as well as all federal, state and local laws. All rules and regulations applying to conduct also apply to student employees, whether all or a portion of the salary is paid by the District.

Training and Conditioning Policy

Student athletes are expected to keep themselves in top physical condition and responsible for continuing training programs prescribed by medical and coaching staffs.

Alcohol consumption is highly discouraged at all times. California state law sets the minimum age for purchasing and drinking alcoholic beverages at 21 years of age. Under-age drinking is a violation of the code of conduct. Students who are of a legal drinking age must abide by the CCCAA and student code rules and regulations relating to alcohol and drug use. The use of illegal and/or “performance enhancing” drugs is totally inconsistent with the purpose of intercollegiate athletics and creates a danger to the health and safety of student athletes and their teammates.

Student athletes are specifically cautioned against illegal or unauthorized use of alcohol, drugs, and other intoxicants and shall not:

- Use, or be under the influence of, drugs not prescribed by a physician
- Drink, be under the influence of, or be in personal possession of alcohol on campus, during any intercollegiate event, or athletic practice, on road trips associated with athletic events, or at team social activities, or anywhere else that use might be reported

The state athletic constitution prohibits the above-mentioned actions, and the athletic department will not tolerate the use of these products. Violators of this policy are subject to disciplinary action.

Travel Expectations

When traveling as official representatives of Antelope Valley College to athletic competitions, events, and appearances, student athletes’ actions should reflect favorably on the college, their team, and themselves. Student athletes are expected to adhere to their particular team’s dress code, nutritional needs, team rules and curfew. All student athletes must travel to and from all away contests with transportation provided by Antelope Valley College. Any exception to this policy must be approved by the athletic director.

Athletic Training Rules and Medical Services

The Antelope Valley College Athletic Department provides two similarly equipped training facilities which provide care for injuries sustained during intercollegiate participation. The athletic trainers are fully certified by the National Athletic Trainers Association.

RULES

The following rules apply to all student athletes (including red shirts).

Training Rules

1. If you have a prescription for medication by a doctor, it must be reported to the trainer.
2. You must pass an athletic physical, which is provided by the college, prior to any athletic participation including practice.
3. You must provide all the information on the medical insurance information form.
4. You must report any injury you sustain to the athletic trainer, whether you think it is serious or not.
5. All student athletes are required to take a drug screen test and participate in a drug education program.

MEDICAL SERVICES

Currently enrolled students can make medical appointments by visiting CSUB-AV, Building 200, located on the corner of J-8 and 30th Street West on the AVC Campus or by calling (661) 952-5064.

The clinic is available Monday–Thursday 9 am–6 pm and Friday 8 am–5 pm.

Services include:

- Evaluation and counseling for individual health problems
- Family planning and gynecological health care for women
- Sexually transmitted infection (STI) information
- First Aid
- Blood pressure screenings
- Immunizations
- Elective physical exams
- Pap smears
- TB skin test
- Sexually transmitted infection (STI) testing

PERSONAL MENTAL HEALTH SERVICES

Students can make a confidential appointment with a mental health counselor on campus to assist with anxiety, depression, stress management, drug and alcohol awareness, building life enhancement skills and other mental health issues.

Counselors are available at CSUB-AV located at the corner of J-8 and 30th Street West, Building 400, Room 413-A on the AVC Campus.

Appointments are available Monday–Friday.

Fall 2022-Spring 2023 schedule is as follows:

Monday: 8 am–5 pm

Tuesday: 8:30 am–1:30 pm

Wednesday: 8:30 am–5 pm

Thursday: 8:30 am–1:30 pm

Friday: 8 am–5 pm.

Counselors are also available at the Palmdale Center every Tuesday, 8 am–12 pm.

To schedule an appointment call (661) 952-5099. Students are asked to please bring their AVC Student I.D. to their scheduled appointment.

DENTAL SERVICES

Currently enrolled AVC students are eligible for preventive dental services exclusively at Westside Dental Care.

What is covered?

- Dental exams, x-rays and cleanings—all free of charge
- Special discounted fees for all other treatments
- Most insurances accepted—for even more savings

What do students need to do?

- Visit Student Health Services, SSV 180 to pick up a dental voucher
- Call Westside Dental Care to make an appointment
- At the time of the student’s appointment student’s must present their authorized dental voucher from Student Health (Required for treatment)

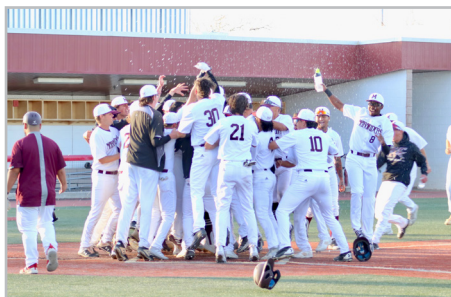
Westside Dental Care

445 West Palmdale Blvd., Suite D, Palmdale, CA

(corner of Palmdale Blvd. & 5th St. West)

(661) 274-2223

www.WestsideDentalCare.com



INSURANCE COVERAGE

Antelope Valley College has an excess medical accident policy on all intercollegiate athletic teams. This policy is secondary accident insurance to your parents'/guardians' medical insurance in the event an injury should occur while participating in supervised practice or scheduled competition during the season of sport. Athletes without primary insurance will have certain coverage limits through AVC's accident policy. When an injury occurs, the injured athlete will need to report to the athletic training room to seek initial treatment from the athletic training staff, when non-emergent, before the claim filing process may begin.

The excess medical accident insurance policy, which is secondary to any primary insurance, will cover certain medical expenses outlined in the benefits brochure. If there is other valid insurance, AVC's policy will not pay until the other insurance has made payment or has denied the claim. A brochure with benefits will be distributed at time of claim summarizing the benefits of the plan. It is the responsibility of the athlete or parent/guardian to follow the claim process and it is the responsibility of the athlete or parent/guardian to be aware that not all medical bills may be covered under this plan. In some cases, the athlete or parent/guardian may be responsible for unpaid balances not covered by the excess accident insurance policy.

Athletic related injuries sustained while participating in official supervised practices or competitions are covered up to one year (52 weeks) from the date the injury was sustained/occurred. Below is a summary of what to do whether you have "primary insurance" or "no insurance."

- Injuries **must be** reported to the Athletic Training Staff when they occur.
- Notify Athletic Training Staff no later than 30 days after the date of the Covered Accident or as soon thereafter as reasonably possible.
- Written proof of loss and itemized bill(s) must be furnished with your claim form within 90 days after the date of loss.
- First eligible expense incurred within 180 days from the date of the accident.
- **No Health Insurance:** If away from AVC or on-campus and you have no "primary insurance"; consult with a doctor and follow the doctor's advice. Follow up with athletic trainers.
- **Primary Health Insurance:** If away from the AVC or on-campus and you have "primary health insurance," call the telephone number listed on your identification card for direction on how to seek medical attention. You will need to follow up with all providers to verify they have billed your private insurance first, then submit any balances to AVC's insurance plan for secondary payment. Follow up with athletic trainers.
- Send your itemized medical and hospital bills attached to the claim form and mail to the claims office listed on the brochure.

Again, please note this program is **secondary** to any other valid insurance you may have at the time of injury. Additionally, pre-existing injuries will not be covered under the College's plan, any claims filed will be the responsibility for the athlete or parent/guardian to pay. Eligible injuries sustained while participating in supervised practices or competitions will be considered for review under AVC's accident policy.

Athletic Eligibility and Transferring

ANTELOPE VALLEY COLLEGE

First-Time Participation

- Must be an amateur athlete in the sport of competition
- First time competing in intercollegiate athletics at any college
- Enroll in and maintain 12 units (9 units toward a degree) at Antelope Valley College during the season of sport
- Earn a degree

Second Season of Participation

- Minimum GPA of 2.0
- Complete 24 units between seasons (18 need to be toward academic progress)
- Enroll in and maintain 12 units at Antelope Valley College during the season of sport

CA Community College Transfer

- If competed at another CCC, must complete 12 units at Antelope Valley College prior to the day before the start of the semester of competition (maximum 8 units in summer) and earn a total of 24 units with a 2.0 GPA
- Enroll in and maintain 12 units at Antelope Valley College during the season of sport

4-year College Transfer to Antelope Valley College

- Minimum GPA of 2.0
- Complete 24 units between seasons (18 need to be toward academic progress)
- Enroll in and maintain 12 units at Antelope Valley College during the season of sport

Note: Meeting only minimum requirements should not be a goal of the athlete.

Athletic Eligibility and Transferring

2-4 TRANSFERS

NCAA Division I

Qualifier

- Complete at least one full-time semester
- Average 12 transferable units per full-time semester
- Minimum GPA of 2.5 (transferable units only)
- Completed 6 units in last full-time term

Non-Qualifier

- Three full-time semesters (summer does not count)
- Earn AA degree (60 units)
- Minimum GPA of a 2.5 (transferable units only)
- Completed 6 units in last full-time semester
- Earn a minimum of 48 transferable units
- Must include 6 units of English, 3 math, 3 science
Qualifiers and Non-Qualifiers must complete 40-60-80%
progress toward degree
- No more than 2 units of PE courses can be used to meet the
transfer degree credit or GPA requirements

NCAA Division II

Qualifier

- Attend one full-time semester
- Average 12 transferable units per full-time semester
- Minimum GPA of 2.0

Non-Qualifier

- Complete at least two full-time semesters
—AND—
- Earn AA degree (60 units; 15 units minimum at AVC)
—OR—
- Average 12 transfer units per full-time term, including 6 transfer
units of English, 3 transfer units of math, all with minimum 2.0
GPA

NCAA Division III

- Immediately eligible if never competed
- If student competed elsewhere, must meet academic and
athletic eligibility requirements had they remained at the 2-year
college

Athletic Eligibility and Transferring

4-2-4 TRANSFERS

NCAA Division I

- One calendar year lapse from the time student left 4-year school
- Earn AA degree
- Complete an average of 12 units for each semester of full-time attendance that can be transferred toward your degree at the 4-year school
- Minimum 2.5 GPA (transferable units only)
- Completed 6 units in last full-time semester

NCAA Division II

Qualifier

- Attend two full-time semesters at AVC
—AND—
- Average 12 transferable units per full-time semester with a 2.0 GPA
—OR—
- Attend one full-time semester at AVC
- Earn AA degree (25%)

Non-Qualifier

- Attend two full-time semesters at AVC
—AND—
- Average 12 transferable units per full-time semester with a 2.0 GPA (must include 6 transfer units of English and 3 transfer units of math)
—OR—
- Attend one full-time semester at AVC
- Earn AA degree

NCAA Division III

- Student was academically and athletically eligible at the first 4-year university
—OR—
- 24 semester units of transferable credit
- Two full-time semesters

Eligibility and Decorum

ELIGIBILITY

1. I understand that in order to be eligible for intercollegiate competition, I must be continuously and actively enrolled and attending class in a minimum of 12 units* at my community college during the season of sport, notwithstanding other articles/bylaws of the CCCAA Constitution and Bylaws. (Bylaw 1.3.1)

*Of the 12 units, at least 9 shall be attempted in courses counting toward remediation, career technical education/certificate courses, associate degree requirements, transfer/general education, and/or lower division theoretical major preparation courses as defined by the college catalog and/or articulation agreements and be consistent with my educational plan. The college shall certify that I have an individual educational plan on file. (Bylaw 1.3.1.B)

2. I understand that actual competition in a scheduled game, meet, or match (except scrimmages for CCCAA purposes) during a sports season shall be recorded as one season of competition in that sport. (Bylaw 1.5)

3. In order to be eligible for the **second season of sport**, I must successfully complete and pass 24-semester/36-quarter units at an accredited postsecondary institution and complete a minimum 6 units during my last full-time term.* The 24-semester/36-quarter unit count begins with and includes the units taken during the first semester/quarter of competition for that sport and must be completed **prior** to the **beginning of the semester/quarter** of the second season of sport. Units from a course repeated to raise a grade of “D” or better **shall not be counted** to satisfy this second-season-of-sport unit eligibility rule. (Bylaw 1.6)

*Of the 24-semester/36 quarter units to be completed, 18-semester/27 quarter units shall be in course work counting toward remediation, career technical education/certificate courses, associate degree requirements, transfer/general education, and/or lower division theoretical major preparation courses as defined by the college catalog and/or articulation agreements and be consistent with my educational plan. (Bylaw 1.6.1.2)

4. I understand that once I have competed in a CCCAA-sanctioned sport, I must maintain a minimum cumulative 2.0 GPA and complete a minimum of 6 units during my last full-time term* to continue to be eligible for any sport.

5. I understand that I may not and have not: participated or competed at another college during this season of sport and have not attended an intercollegiate athletic class. I also understand that as a member of a team sport, I may not compete/practice with any outside team in that sport during the season of that sport (See sports listed in Bylaw 3.7).
6. I have never been paid for athletic competition, have never signed a professional contract and I am an amateur in this sport.
7. I understand that I may **not** receive financial assistance (housing, jobs, transportation, etc.) or other special privileges for my participation in athletics.
8. I understand that to be eligible to transfer and compete at an NCAA college I may need to register with the NCAA Eligibility Center and meet specific transfer requirements.

STATE DECORUM POLICY

I understand the following offenses will result in the stated discipline plus any other sanctions deemed appropriate:

- A. Ejection from a contest for language or unsportsmanlike conduct will result in suspension from the next scheduled contest.
- B. Second ejection from a contest in the same season will result in a suspension from all remaining contests.
- C. Physically assaulting or attempting to physically assault an official shall result in immediate ejection and the individual shall be suspended from participation in any CCAA event for a period of sixty (60) months.
- D. Physically assaulting or attempting to assault anyone (other than an official) during an event will result in ejection from that contest and suspension from the next two contests.
- E. Leaving position or the bench/sidelines in reaction to an altercation, but not becoming physically involved will result in ejection from that contest and suspension from the next scheduled contest.
- F. The use or possession of any drugs, alcohol or tobacco will result in ejection from that contest and suspension from the next two contests.

Campus Support Services

WHERE TO GO FOR ANSWERS

Main School Number: (661) 722-6300

All numbers in 661 area code

Admission & Records: 722-6300, ext. 6504

The major functions of the Admissions and Records Department are admitting and registering students, processing grades, verifying graduation requirements, issuing student transcripts and enrollment verifications. The efforts of the Admissions and Records Office culminate in producing an accurate and timely official student transcript which supports AVC students with employment, transfer or other personal growth endeavors.

Assessment Center: 722-6300, ext. 6536

Provides placement exams in the areas of Math, English and English as a Second Language. The center provides proctoring services for students enrolled in other institutions.

Bookstore: 722-6300, ext. 6545

The Marauder Bookstore is operated as a service to the students of the college. The responsibility for its operation is under the direction of the Bookstore Operations Supervisor. A joint committee of administrators, faculty and students serves as an advisory committee to the supervisor to make recommendations concerning the operation of the bookstore. The bookstore is located in the Student Center.

Textbooks can be ordered online at avc.bncollege.com

REFUND POLICY

Refunds will be granted in full only if the following conditions are met:

- Cash register receipt must accompany all returns or exchanges.
- New texts must be in new condition. If not, refund will be 75 percent of the new price.
- Time Limit: Refunds will be given during the first two weeks of fall and spring semesters or the first week of summer and short-term classes.
- No refunds on the following: clothing, supplies, reviews, software, study aids, gifts and non-text books.
- After refund period, books must be returned within 24 hours of purchase. **Receipt is required.**
- Textbooks sold wrapped must be returned unopened. If a wrapped package is opened, no refund can be granted.
- Any text containing loose pages or software is nonreturnable if opened.

Career Center: 722-6300, ext. 6340

The Career Center, located in the OF1 Building, houses a complete library of career and occupational information. Career assessment and career planning services are available through DISCOVER, a computerized career inventory that measures values, interests and abilities. This program helps identify careers to explore and provide job descriptions, projected career trends, salary, scholarship availability and training requirements for most careers. Other resources which provide specific information

about hundreds of careers are published brochures, reference books, a career video library and select Internet sites. The Career Center is equipped with Internet-ready computers for career and college research, Myers-Briggs personality testing and exploring distance learning and independent study opportunities.

Transfer Center: 722-6300, ext. 6343

The Transfer Center, located in the Student Services Building, is designed to assist students who are interested in transferring to a four-year college or university. The Center links Antelope Valley College with ten campuses of the University of California, the 23 campuses of the California State University and provides information on private colleges and universities throughout the nation.

The Transfer Center provides services to anyone interested in transferring, with a special emphasis on students who have been historically underrepresented at four-year colleges and universities. Services offered by the Transfer Center include:

- Personalized conferences with representatives from four-year colleges/universities.
- Individual academic advisement.
- Admission, housing, and financial aid/scholarship information and assistance.
- CSU and UC application and fee waiver information.
- Library of college/university catalogs and programs.
- Online articulation of AVC courses with four-year university curricula.
- UC and CSU admission application assistance workshops.
- Higher education transfer seminars.
- Monthly Transfer Center activities calendar.

Child Development Center: 722-6300, ext. 6500

The Antelope Valley College Child Development Center (CDC) is an on-campus instructional laboratory that provides developmental programs for children 3 months to 5 years of age. The state preschool provides a subsidized half-day program to eligible 3, 4 and 5 year-old children. The CDC is licensed by the State of California. The purposes of the CDC are to:

- Provide a comprehensive program of services for children three months to five years of age.
- Serve as a model center for the education and care of young children.
- Demonstrate family-centered early childhood education practices through home/school collaboration and parent education.
- Serve as a professional development site for Early Childhood Education Certificate preparation.

The CDC is open 7:45 a.m.-4:15 p.m. Monday through Friday, with morning or afternoon sessions. Enrollment is open to students, faculty, staff and the community. Application forms are available at the Child Development Center.

Counseling Center: 722-6300, ext. 6338

(Title 5, Section 51018)

Counselors and Student Services staff members are available to:

- Assist students in self-understanding and self-acceptance (value clarification, understanding abilities, interests and limitations).
- Assist students in their consideration of life goals by relating interests, skills, abilities and values to careers, the world of work and the nature and purpose of higher education.

- Assist students in developing an educational plan consistent with life goals and objectives (alternative courses of action, alternative career considerations and selection of courses).
- Assist students in developing decision making skills.
- Provide accurate information about institutional policies, procedures, resources and programs.
- Make referrals to other institutional or community support services.
- Assist students in evaluation or reevaluation of progress toward established goals and educational plans.

Students are encouraged to schedule an individual appointment with a counselor to make most efficient use of the services outlined above.

Office for Students with Disabilities (OSD): 722-6360 (voice relay)

The Office for Students with Disabilities provides special services to students with physical, communication, learning and psychological disabilities which limit them educationally or vocationally. The program promotes the concept of equal educational opportunity for the disabled through integration into regular college classes and activities. Special support services are provided as needed and may include registration assistance, academic and career counseling, equipment loan, interpreters, readers, note-takers and others. Interpreters for the deaf are available upon request at the OSD.

An adaptive physical education class (PE 101) offers students an individualized exercise program, including swimming and weight training.

A complete program with support services is also available for students with learning disabilities. This program focuses on student strengths and weaknesses in reading, writing, math and study skills. A student educational contract is designed for each student.

The OSD maintains working relationships with the Department of Rehabilitation, private rehabilitation agencies, local high schools and other community organizations. Services are also provided to students with temporary disabilities.

Extended Opportunity Program and Services (EOPS): 722-6300, ext. 6363

Extended Opportunity Programs and Services (EOPS) is a California Community College program to assist low-income, educationally disadvantaged, students who want to attend college. The Antelope Valley College EOPS program receives state and district funds to recruit, enroll and support these students that may not otherwise seek higher education.

EOPS provides: priority registration, special orientation to college, counseling, books, grants, enrichment courses, career and transfer assistance as well as appropriate referral to additional services as needed. Our professional, paraprofessional and student staff members are genuinely concerned with the academic success and personal development of each student in the program.

Cooperative Agencies Resources for Education (CARE)

EOPS-eligible students who are TANF participants with at least one child under the age of 14 and single head-of-household may also be eligible to receive additional grants and services.

Apply for these popular programs as early as possible prior to the beginning of the fall or spring semesters due to limited funding. Applications are available at the EOPS/CARE Office, located in the Student Development Office and the Financial Aid Office in the Student Services Building.

Financial Aid: 722-6300, ext. 6337

Financial aid is available to students who show a financial need while attending college. Application forms may be obtained at the Financial Aid Office in the Student Services Building, as well as in high school counseling offices. Students may file the application after January 1 for the next academic year. The only way to determine your eligibility for financial aid is to obtain an information and application packet from the Financial Aid Office and complete the required forms.

The purpose of financial aid is to help students who might not otherwise be able to attend college. Students and their families have the primary responsibility to provide for educational costs, but many families have limited resources and are unable to meet these costs. For this reason, financial aid programs have been established to provide assistance for students with documented financial need. Financial need exists when the cost of education exceeds the resources available to a student and/or the family. The cost of education at Antelope Valley College includes tuition and fees, books and supplies, transportation, personal items, and living expenses.

Financial assistance is available for economically qualified students of all ages.

Types of aid available are:

Employment: You work for wages through the college work-study program.

Grants: You do not have to repay grants.

Loans: You must repay loans when you finish your educational program, or when you withdraw from school.

Scholarships: You do not have to repay scholarships. (There are no athletic scholarships at California community colleges.)

This is a great opportunity to assist students with financial needs while attending Antelope Valley College. If you have financial need, inquire about aid at the Financial Aid Office.

A person who does not graduate from high school may not be eligible for financial aid unless they pass the "Ability to Benefit" exam.

Housing

Antelope Valley College does not offer any on-campus housing. However, there are various types of housing opportunities in the surrounding communities that can meet the students' needs. Coaches may assist student athletes in finding affordable housing and roommates. Check with the coach of your sport to find out if this service is available to you.

Job Placement Center: 722-6300, ext. 6358

The Job Placement Center (JPC) is a resource and information center available to current students and alumni. The JPC assists students to become fully prepared to search for employment opportunities that are in line with their educational goals and career objectives. Students are encouraged to apply for employment opportunities, work experience programs or internships that will provide the skills and experience needed to secure permanent employment once they have graduated.

Learning Center: 722-6300, ext. 6458

The Learning Center helps to provide academic support for students enrolled in all AVC classes. Enrolled students can receive tutorial assistance for most classes as well as assistance in analyzing their learning styles and improving their study skills. Certified tutors work with students individually and in small groups to both understand the course material and learn new study strategies. Supplemental Instruction is available for historically difficult courses. Faculty Learning Specialists in the areas of math, writing and academic skills work one-on-one with students to diagnose basic skills or study strategies deficiencies and to create an individual learning plan for improvement. The Learning Center presents study skills workshops on topics such as time management, memory improvement, test-taking skills, etc., as well as math and writing workshops targeted to specific skills for math and composition classes.

The Learning Center also offers courses in Math Anxiety, Math Study Strategies, and Math for Nursing, in addition to two transfer-level courses—Beginning Tutoring and Advanced Tutoring—that are nationally certified.

The faculty and staff of the Learning Center provide services in the following ways:

- Group tutorials.
- Workshops and reviews.
- Computer-assisted instruction.
- Consultation with a faculty Learning Specialist.
- Use of computers for word processing
- Internet access.
- Videos, DVDs and audio cassettes.
- Web-based instructional materials.

PROGRAMS OF THE LEARNING CENTER:**Academic Skills Center:** 722-6300, ext. 6461

The Academic Skills Program helps students learn to “study smarter, not harder” by providing individual consultation with a faculty learning specialist who uses a series of diagnostic techniques to evaluate the student’s study skills and weaknesses and assists the student with the development of a study strategy tailored to the individual learner. Additionally, workshops on a variety of study techniques are offered throughout the semester. These topics are posted on the Learning Center’s Web site at www.avc.edu/student-services/lc. Unscheduled (Fast Track) workshops are available by request. Handouts, videos and DVDs on various study skills are also available. The learning specialist also provides academic support for students on academic or financial aid probation as well as early intervention for students at risk. Peer mentors are available for practical tips on becoming a successful college student. Call the academic skills learning specialist to make an appointment.

ESL Success Center: 722-6300, ext. 6228

The English as a Second Language (ESL) Success Center provides individual and small group tutoring in skill areas such as culture, vocabulary, grammar, pronunciation, reading, writing, listening, and speaking. Workshops, led by an instructor or tutor, include conversation, writing and other topics by request. Computer programs are available for individual practice in all skill areas. No appointment is necessary for these services, which enhance classroom instruction provided at various ESL levels.

Math Center: 722-6300, ext. 6232

The Math Center provides homework assistance to all levels of math and math-related classes and offers tutoring on a drop-in basis for students who are enrolled in all levels of math classes at AVC. Students enrolled in MATH 099, a self-paced individualized program, receive additional tutoring during class time. Students can check out math software, videos and DVDs and Web-based materials for all math classes. The math learning specialist assists students by offering individual conferences and workshops, as well as teaches classes regarding Managing Math Anxiety, Math Study Strategies, Math for Nursing, and Dosage Calculations.

Reading Center: 722-6300, ext. 6229

Students who wish to learn how to better use their textbook as a study tool, how to integrate lecture notes with the material from the text, or how to improve vocabulary, etc. can find many resources in the Reading Center. The center provides one-on-one and group tutorial services for reading courses as well as cross-curricular reading support. The center also provides computer-assisted instruction, workshops, handouts, and media dealing with reading-related study skills.

Supplemental Instruction: 722-6300, ext. 6233

Supplemental Instruction (SI) is the Learning Center program that addresses the needs of students in historically difficult classes. It focuses on integrating study strategies with course content. Supplemental instruction leaders attend class and meet outside the class in the Learning Center with groups of students to discuss difficult concepts, review notes, develop study aids, develop testing skills and prepare for upcoming tests. The schedule for SI group meeting times is announced in class and posted in the Learning Center.

Tutoring Program: 722-6300, ext. 6233

The Tutoring Program provides weekly group tutorial appointments for selected classes of AVC students who have an Associated Student Organization sticker or are served through the EOPS Program. The focus of the sessions will be on mastering the course content as well as the study skills necessary to be a successful student. Students can request appointments by stopping by the tutorial desk or calling. Students are expected to attend these sessions weekly. Students who miss two scheduled appointments may be dropped from the tutorial program.

Writing Center: 722-6300, ext. 6228

Trained tutors assist writers (beginning through advanced) in planning and preparing writing assignments across the curriculum, revising for clarity, and overcoming deficiencies in their writing. Instructor-led writing workshops on a variety of topics such as essay planning and organization, thesis statement, research, grammar and punctuation, and essay test taking are offered throughout the semester. Handouts, computer programs, instructional DVDs and videos, and Web-based materials are available to help students polish their writing skills. Access to writing handbooks and dictionaries is also provided.

Other Learning Center Services

The Learning Center is not an open computer lab, but students can use a computer for word processing and Internet access for support of a class when space is available. In addition, students can check out videos, and DVDs on academic support-related topics. Computer-assisted instructional materials, handouts and other self-study materials are also available.

Another service located in the Leaning Center is the DSS High-Tech Center, 722-6300, ext. 6231, which provides specialized adaptive computerized hardware and software, including screen reading programs, dictation programs and cognitive retraining programs, etc.

Library: 722-6300, ext. 6533

The Antelope Valley College Library is housed in a facility near the center of campus. The Library provides books, periodicals, full-text databases, Internet access, pamphlets and art prints to support course work and research assignments in the college's academic and vocational programs. Librarians teach students to develop search strategies, use the Horizon Library Automation System to identify and locate books in the collection and other research skills which enable students to make the best use of their time in the Library. Librarians also offer term paper clinics and credit courses to help students develop information competencies. AVC students may use the Library group study rooms, copy machines, reader/printers and interlibrary loan services.

The Library is open six days and four evenings per week. It is an excellent place for students to study, work on assignments, develop critical thinking and lifelong learning skills and explore topics for academic and personal growth.



STAR Student Support Services: 722-6300, ext. 6084

The Student Transition and Retention (STAR) Program is a federal student support services program. It is designed to identify promising students and provide instructional support services above and beyond what is currently being offered. The staff of the STAR Program will have an opportunity to work one-on-one with each student, and get to know them on a first-name basis. Its purpose is to help students excel in college.

Eligibility is determined by federal guidelines. Students are eligible to apply for the program if neither parent graduated from a four-year college, have documented financial need, are a U.S. citizen or resident alien, have academic potential and have a demonstrated academic need for the program. The program is funded to serve 160 students, which are selected from an applicant pool.

The STAR program is funded to provide the following:

- Peer/faculty mentoring.
- Progress monitoring and personal support through regular meetings with program staff.
- Financial aid and scholarship application assistance.
- A limited amount of supplemental grant aid.
- Cultural enrichment activities.
- Academic, goal setting and career advisement.
- Four-year college visits and transfer assistance.
- Study skills, supplemental instruction and tutoring.
- Computer literacy and research skills instruction.
- ESL instruction.
- Summer bridge program.

Students interested in applying for the STAR program must complete a program application form available in Room SSV 208. An application form can also be completed on our Web site at www.avc.edu/studserv/star/ on the “How to Apply” page.

Transportation

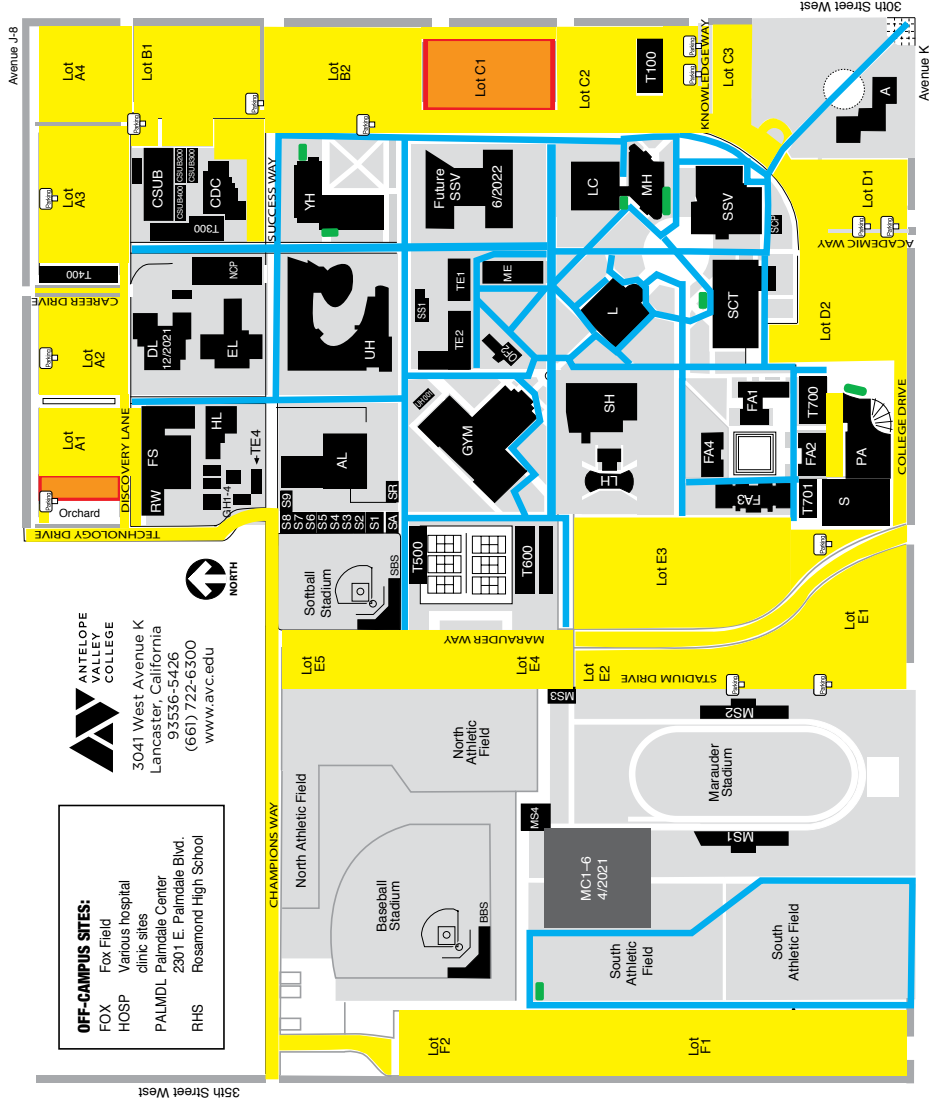
Public bus service is available throughout the surrounding communities, with regular stops and pick-ups at Antelope Valley College. **AVC Campus Connect** is a bus pass program designed to help increase access for students. To apply for your bus pass, go to www.avc.edu/administration/organizations/equity. Or contact Student Equity at (661) 722-6300, ext. 6375.

Veterans Resource Center: 722-6300, ext. 6342

Services for veterans are provided by the Veterans Resource Center located in the SSV 126. Antelope Valley College has been authorized to offer educational training for veterans and veterans’ orphans under laws which establish such benefits. A veteran must take 12 units of college work for full subsistence benefits, nine units for three-fourths benefits, or six units for one-half benefits. The courses taken must apply directly toward the approved educational objective. Deviation from this policy may result in the loss of benefits. Veterans may also lose their benefits for irregular attendance and/or poor academic performance. Credit for educational experience in the armed forces may be allowed after evaluation by the counseling department.

OFF-CAMPUS SITES:
 FOX Fox Field
 HOSP Various hospital clinic sites
 PALM/DL Palmdale Center
 2301 E. Palmdale Blvd.
 RHS Rosamond High School

ANTELOPE VALLEY COLLEGE
 3041 West Avenue K
 Lancaster, California
 93536-5426
 (661) 722-6300
 www.avc.edu



LEGEND

- A Administration Building
 - AL Auto Lab
 - BBS Baseball Stadium
 - CDC Child Development Center
 - CSU Bakersfield—Antelope Valley
 - CSUB Discovery Lab
 - DL Enterprise Lab
 - EL Fine Arts (Art & Gallery)
 - FA1 Fine Arts (Black box)
 - FA2 Fine Arts (Music & Offices)
 - FA3 Fine Arts
 - FA4 Fine Arts
 - FS Facilities services
 - GYM Greenhouses
 - GYM14 PE & Offices)
 - HL Horticulture Lab
 - L Library
 - LC Learning Center
 - LH Lecture Halls
 - MC1-6 Marauder Complex
 - ME Math/Engineering
 - MS1-2 Marauder Stadium
 - MH Mesquite Hall
 - MS3 Stadium Ticket Booth
 - MS4 Stadium Concessions/Restrooms
 - NCP North Central Plant
 - PA2 Offices: PA
 - PA3 Offices: PA
 - PA4 Offices: PA
 - PA5 Offices: PA
 - PA6 Offices: PA
 - S SOAR High School Administration
 - SA S1-9 SOAR High School
 - SBS Softball Stadium
 - SCP South Central Plant
 - SCT Student Center
 - SH Bookstore, Cafeteria)
 - SH101 MS Restrooms
 - SH102 MS Restrooms
 - SS1 Electrical Solutions
 - SSV Student Services & Information
 - SSV Assessment/Office for Students with Disabilities
 - T100 Comm., English, ESL, Philosophy, World Languages
 - T300 AHUM/DST, English
 - T400 Comm. Books/HELP
 - T500 Math/Engineering, Classrooms
 - T600 Offices
 - T700 English, ESL, Math
 - T701 Tech Ed
 - TE1 Tech Ed Electronics
 - TE2 Tech Ed Welding/Fire Tech
 - TE4 Equipment Building
 - UH UHazy Hall of Health & Sciences
 - UH001 UH Health & Sciences Greenhouse
 - YH Yoshida Hall
- Construction Zone
 - Available Parking & Drives
 - Pedestrian Access
 - Bike Backs

Ten Steps to Getting Good Grades in College

By Linda O'Brian

1

ATTEND EVERY CLASS: Attendance cannot be overemphasized. When you miss classes, you miss lectures, notes, class discussions, homework explanations, and assignments. Without meaning to, you may also miss quizzes and tests.

BE ORGANIZED:

Use an academic planner, break down assignments, keep a notebook, organize and save computer work, keep returned papers, quizzes and tests, have phone numbers for classmates and get ready for the next day.

2

3

MANAGE YOUR TIME WELL: Don't overextend yourself, study sessions should be 90 minutes, make "To Do" lists.

BE SUCCESSFUL IN CLASS:

Do every class assignment, learn how to deal with different instructors, sit in the front of class, be a good group member, be on time every time, participate in discussion and communicate with instructors.

4

5

TAKE GOOD NOTES: Be an active listener, taking notes will help you pay attention, make notes easy to read, go over notes as soon as possible.

READ FOR COMPREHENSION:

Survey the assignment to get an overview, read with a purpose and review to check for comprehension.

6

7

STUDY SMART: Find a good place to study, get started, understand how you learn, organize your study time, learn computer applications, know how to write a good paper, limit distractions and put away your phone.

BECOME A GOOD TEST TAKER:

Get off to a good start by preparing for a test, develop a plan, do not hesitate to skip a question and return later, know how to approach easy questions, always check your answers, go over all returned tests.

8

9

REDUCE TEST ANXIETY: Be prepared for material, mentally practice the test in your head, relax before and throughout the test.

USE AVAILABLE SERVICES:

Antelope Valley College provides a wide variety of services in order to help students get the most out of their college experience. Computer labs, Learning Center, tutoring and study jams are a few opportunities to create success.

10

Antelope Valley College prohibits discrimination and harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Upon request, we will consider reasonable accommodations to permit individuals with protected disabilities to (a) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities or events.

