



MJC Financial Aid Guide to College

- * Learn how to apply for financial aid.
- * Find out the 7 Steps to Enroll at MJC & the student support services available.



MJC Financial Aid Guide to College

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MJC Financial Aid Guide to College

Welcome to Modesto Junior College and Student Financial Services. We hope this guide will be informative as you consider all the options that are available when it comes to paying for your education.

We realize that many students and parents think that the financial aid process is difficult and intimidating. Applying for financial aid is a multi-step process that can be confusing and a missed step can lead to frustration and stress!

Our goal is to provide the services and information that will help you reach your educational goals and get the most out of your Modesto Junior College experience. This guide was created with that goal in mind.

You will find information on financial aid, additional MJC programs and services, and a step-by-step guide to applying to the college.

The Student Financial Services Staff look forward to assisting you with your financial aid application process as well as providing guidance to other services available to ensure your success at MJC.

We wish you success in meeting your educational goals,

Myra E. Rush
Director of Student Financial Services.



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Financial Aid Basics

When it comes to paying for college, you need to know your options. Don't make decisions without knowing how the process works! Otherwise you may miss out on some financial assistance that could make being a college student much easier.

There are many ways to pay for college costs, costs that may include school fees, books, transportation and housing among others. You can pay these costs by using your savings, help from your family, earnings from working a full or part-time job, scholarships and/or financial aid from the government. Both the Federal Government and the State of California have set aside considerable amount of funds to be used to help students pay for college.

Gift aid, financial aid that you do not have to pay back, comes to the student in the form of grants, fee waivers, work-study and scholarships. This type of financial aid is referred to as gift aid because the funds are awarded to the student without expectation of repayment.

To apply for both federal and state financial aid, you need to file the Free Application for Federal Student Aid (FAFSA). The FAFSA is the key to accessing possible funding opportunities such as the Pell Grant (federally funded) and the CalGrant (state funded).

The fastest and easiest way to complete the FAFSA is online at www.fafsa.ed.gov. It's free and can be accessed at home or school. In addition, you may choose to request a "pin number" for both you and one of your parents. Your PIN can be used each year to electronically apply for federal student aid and to access your Federal Student Aid records online. You may apply for a PIN at www.pin.ed.gov. If you do not submit a request for a "pin number," you can still file your FAFSA online, however, you will have to print, sign and mail a signature page to the federal processor. If you apply online, we recommend that you first complete FAFSA on the Web Worksheet available at www.fafsa.ed.gov. Then complete the online application and follow the signature instructions.

In addition to filing online, which is highly recommended, students have the option of completing a PDF FAFSA (Note: PDF FAFSAs must be mailed for processing) **or** request a paper FAFSA by calling the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243) or 1-319-337-5665.

Once the FAFSA is submitted, the federal processor will notify the student and the college(s) of the preliminary outcome. The college continues the evaluation process at the school site and will contact the student directly with any requests for additional information, such as tax documents, or student information forms. When this process is



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complete, the student receives an Award Notification Letter in which detailed information regarding federal and state financial eligibility is outlined.

In order to be eligible for federal financial aid, you must satisfy the following requirements:

- Have a high school diploma, GED, or have passed an independently administered test approved by the U.S. Department of Education. At MJC, this test is called the Ability-Benefit-Test (ATB) and is available through our Testing Center.
- Are working toward a certificate degree, certificate or transfer toward a bachelor's degree.
- Are a U.S. Citizen or eligible non-citizen.
- Complete the required forms.
- Maintain satisfactory academic progress as defined by the college.
- Demonstrate financial need.
- Are in compliance with Selective Service registration (male students only).
- Do not owe a refund or repayment on a federal grant or be in default on a federal education loan.

Eligible Non-Citizens include: U.S. Permanent Residents with Alien Registration Receipt Card (I-551) or Conditional Permanent Residents (I-551C) or those with an Arrival-Departure Record (I-94) showing designations of Refugee, Asylum Granted, Parole or Cuban-Haitian Entrant.

Remember, if you are unsure about the financial aid process and have questions, you should always feel free to contact the MJC Financial Aid Office at 575-7700. If you wish to speak with a Financial Aid Technician in person, feel free to stop by Yosemite Hall 147 (MJC West Campus). We are here to help!

Dates and Deadlines

Although the Free Application for Federal Student Aid (FAFSA) is accepted throughout the entire academic year, for maximum eligibility students should submit their FAFSA by March 2nd of every year. This date is especially important for high school graduating seniors because their FAFSA and CalGrant GPA Verification Form must be submitted by March 2nd to receive priority consideration for a CalGrant.

Please note the FAFSA must be renewed every year and applications may be submitted no earlier than January 1st.

When a student files a FAFSA, in addition to grants, loans, and federal work-study, they are also applying for a California Board of Governor's Fee Waiver. BOG Fee Waiver



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paper applications are available at the MJC Financial Aid Office. BOG Fee Waivers are accepted throughout the academic year. When a BOG Fee Waiver is approved, it waives student enrollment fees for Summer, Fall and Spring semesters. Fee Waivers must also be renewed every year.

Types of Financial Aid

Pell Grants

The Federal Pell Grant provides federal grants to eligible students to help meet college expenses. Students must file a FAFSA and have financial need as determined by a formula that is applied uniformly to all applicants throughout the nation. The Financial Aid Office calculates the actual award amount depending upon the financial information the student reports on the application, and whether the student is enrolled full-time or part-time and the cost of education. Federal Pell Grant awards range from \$976 to \$5,350. Taking a full load of units will maximize a student's eligibility.

Cal Grants

Cal Grants are state-funded grants, which are awarded to eligible students to help meet college expenses. Students must file a FAFSA application and submit a GPA Verification Form. The application-filing deadline is March 2nd preceding the award year. A second deadline of September 2nd is available for students on a competitive basis who are planning to attend a community college during the award year.

Cal Grant A assists with tuition and fees for California residents at qualifying institutions offering baccalaureate degree programs. Awards may be held in reserve while attending a community college. There are two types of Cal Grant A awards – **Entitlement** and **Competitive**. Every current or previous year high school senior who has at least a 3.0 GPA, meets the financial and academic requirements and applies on time (March 2nd deadline) will receive a **Cal Grant A Entitlement** award. Other eligible students who have at least a 3.0 GPA may apply for a **Cal Grant A Competitive** award. Selections are based on a composite score that considers family income, parents' educational level, GPA, time out of high school, single-family household, and former foster youth.

Cal Grant B provides a living allowance and tuition and fee assistance for low-income students. Beginning with the sophomore year, this award also helps pay tuition and fees at a qualifying institution offering baccalaureate degree programs. There are two types of Cal Grant B awards – **Entitlement** and **Competitive**. Current or previous year high school seniors with at least a 2.0 GPA who meet the



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financial and eligibility requirements and apply on time (March 2nd deadline) will receive a **Cal Grant B Entitlement** award. Other eligible students with at least a 2.0 GPA may apply for a **Cal Grant B Competitive** award. Selection is based on a composite score based on family income, parents' educational level, GPA, time out of high school, single-parent household and former foster youth.

Cal Grant C provides assistance with costs for occupational and vocational programs. Selections are based on financial need, vocational aptitude and enrollment in an eligible program at a California community or independent college or vocational school that is at least four months long.

California Chafee Grant

The California Chafee Grant Program awards grants up to \$5,000 annually to foster youth and former foster youth to use for college courses or vocational school training. To be eligible, the applicant must have been in foster care between their 16th and 18th birthdays and be no more than 22 years old. Applicants must file a FAFSA as well as the California Chafee Grant Program application available at www.chafee.csac.ca.gov. Recipients must be enrolled at least half time.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The Federal Supplemental Education Opportunity Grant (FSEOG) is a limited grant fund for students who meet the eligibility criteria of exceptional need. Pell Grant recipients are given priority. FSEOG awards range from \$100 to \$4,000.

Bureau of Indian Affairs Grants (BIA)

Bureau of Indian Affairs Grants are provided to help eligible Native American students who:

- Have at least one-fourth Native American, Eskimo, or Aleutian heritage as certified by tribal agencies served by the Bureau of Indian Affairs.
- Are enrolled or plan to enroll as an undergraduate student on a full-time basis

BIA grants are not automatically awarded. It is important that students apply early to meet deadline dates set by area offices.

Additional information regarding BIA Higher Education Grants and Scholarships may be found at www.oiep.bia.edu. Contact your Tribal Agency or the Financial Aid Office for more information.



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Board of Governor's Fee Waiver Program (BOGW)

The BOGW waives the enrollment fees only. Students are responsible to pay the health fee, student center fee, and student representation fee. The BOGW is effective for an entire academic year (Summer/Fall/Spring). There is no minimum unit requirement. Students taking non-credit courses will not be exempt from health fees even if they qualify for a fee waiver. Students may apply by filling out the fee waiver application; however, Modesto Junior College encourages students to use the FAFSA application as they may qualify for other additional aid.

Federal Work-Study Program (FWS)

Federal Work Study provides part-time employment for students who demonstrate financial need. The Financial Aid Office will assist in placing students in jobs on campus or at off-campus non-profit agencies, as available. Students must not work until an official agreement is on file with the Financial Aid Office and may not work more than 20 hours per week, except during weeks that school is not in session. Current pay is \$8.00 per hour.

In order for students to be considered for the Federal Work-Study Program, students must indicate their interest in work-study on their FAFSA application. Work-study hourly wages are paid monthly directly to the student.

Scholarships

Yosemite Hall 151
Monday-Friday 8:00am-5:00pm
575-7715

The Modesto Junior College Scholarship Program offers over 150 scholarships annually to eligible students in amounts ranging from \$200 to \$2,000. Incoming, continuing and students transferring to four-year colleges are encouraged to apply for scholarships at MJC.

Funded by the MJC Foundation, private donors, community agencies and businesses, the scholarships are intended to help students achieve their educational goals.

The online MJC Scholarship Applications are available at the MJC Scholarship's webpage and are typically available mid-October.



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Satisfactory Academic Progress

Financial aid recipients must adhere to satisfactory academic progress standards -- maintain a minimum 2.0 cumulative GPA and complete at least 67% of all attempted courses.

Students' satisfactory academic progress will be reviewed when they apply for financial aid and again at the end of each spring term.

Transcripts entries of W, I, NC, IP, RD and F are not counted as satisfactory academic progress and will not be counted toward total units completed. Bridged classes or open-entry/open-exit classes (IP) will be counted as eligible units for financial aid only during the first semester the class is attempted.

Probation/Disqualification Status

Students who have not met all satisfactory academic progress will be placed on ***Financial Aid Probation*** and must attend a Satisfactory Academic Progress Workshop, complete a Quiz, and submit it to the Financial Aid Office. *Failure to do so could result in loss of financial aid.*

Students who have not met all satisfactory academic progress standards at the end of the probationary period will be placed on Financial Aid Disqualification. This status will remain in effect until all requirements for satisfactory academic progress are achieved. Students must notify the Financial Aid Office to request reinstatement once these standards are met. ***Under no circumstances will students be paid retroactively for any ineligible semesters.***

Financial Aid Appeals

Unusual or mitigating circumstances may warrant special consideration of a disqualified student's individual situation. A Financial Aid Appeal, available in the Financial Aid Office, must be filed if such a review is desired. Allowable conditions for consideration may include:

- a. Student illness or death in immediate family;
- b. Family stress;
- c. Medical or emotional disability;
- d. Other, for which student can demonstrate good cause.

In order for a petition to be considered, students must submit a Financial Aid Appeal form, a current Educational Plan, and any supporting documentation to the Director of Student Financial Services. If approved, a letter will be sent to the student, which will clearly identify the conditions for reinstatement and continued financial aid eligibility.



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Programs and Services

Admissions

East Campus Student Center
Monday-Friday 8:00am-5:00pm
575-6013/ 575-6853

West Campus Admissions
Yosemite Hall 147
Monday-Friday 8:00am-5:00pm
575-7727

Students can apply and register in the Admissions Office. The Admissions Office also provides enrollment verification upon written request. The first two are free, \$3 for each subsequent request (10 working days processing time). Admissions staff provides general information for students and community members.

Student Help Desk 575-7900 for assistance with passwords and login help.

Associated Students of MJC

Associated Students of MJC (ASMJC)
East Campus Student Center
Monday-Thursday 8:00am-7:00pm
Friday 8:00am-5:00pm

West Campus Student Center
Monday-Thursday 8:00am-9:00pm
Friday 8:00am-5:00pm
575-6700

ASMJC is the official representative body of Modesto Junior College students. Student Government officers and senators must have a minimum 2.3 GPA and have completed at least nine units to meet eligibility requirements. ASMJC is completely student-funded, student-elected, and student-regulated, functioning within the framework of policies adopted by the Yosemite Community College District Board of Trustees. ASMJC is the primary forum through which students concerns are channeled. ASMJC is also responsible for planning, budgeting and coordinating activities for student enjoyment outside the classroom. Activities range from free noon-time concerts on the Quad, to current events, lectures, recreational trips, cultural presentations, comedy shows and more. ASMJC's goal is to expose students to a diverse calendar of events for their enjoyment and leadership development.



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Book Loan Program (VTEA)

Yosemite Hall Room 118
Monday-Friday 8:00am-5:00pm
575-6979

A variety of book loan programs are available to assist eligible students with the purchase of textbooks each semester. Eligibility guidelines include minimum GPA and unit requirements, income level and major. Students borrow books for the semester and are required to return them at the end of the semester for future use. Funds are limited so students should apply early.

CalWORKs

Yosemite Hall Room 148
Monday-Friday 8:00am-5:00pm
575-7768

CalWORKs stands for California Work Opportunity and Responsibility to Kids. CalWORKs is a welfare program that gives cash aid and services to eligible needy California families. MJC CalWORKs is a state funded program, which works in conjunction with the Stanislaus County Welfare Office. In order to ensure academic success the MJC CalWORKs program provides eligible students with educational opportunities and a variety of support services.

CalWORKs support services a student may qualify for include:

- Childcare Assistance
- Work Study
- Textbook (book loan program)
- Job Placement and Job Coaching
- Financial Aid
- EOPS and CARE programs
- Bus Passes



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Career Development and Transfer Center

Library Annex 103
Monday-Friday 8:00am-5:00pm
575-6239
575-6821: Job Line

This student-focused center provides currently enrolled students, prospective students and staff members and the community with information pertaining to career, transfer and job placement information. The helpful friendly staff invite you to take advantage of the valuable services available through the center.

Career Services support the academic purpose of the College by providing comprehensive career development services resulting in a successful educational experience for the diverse population of students and alumni.

The Career Development and Transfer Center serves as a resource center which provides a variety of programs and activities designed to make transferring from the community college to a baccalaureate granting institution as successful as possible. The transfer center has developed strong working relationships with the University of California campuses, the California State Universities, as well as private colleges and universities throughout the State.

Job placement services offer a wide variety of employment related services for students and alumni. Career employment can be obtained from local employers who actively recruit through the center.

Services include:

- Current job market information
- Student employment assistance
- Resume writing
- Interviewing assistance
- Career planning
- College catalogs
- Transfer information
- UC and CSU applications



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Center for Learning Assistance

Writing Center

East Campus: Founders Hall Room 105
Monday-Thursday 7:30am-6:00pm
Friday Closed
575-6475

Open Lab

East Campus: Founders Hall Room 224
Monday-Thursday 8:00am-7:00pm
Friday 9:00am-1:00pm

Writing Center and Open Lab

West Campus: Sierra Hall Room 214
Monday and Tuesday 3:00pm-6:00pm
Wednesday 1:00pm-4:00pm
Thursday 2:00pm-4:30pm
Friday: Closed
575-7847

The Center for Learning Assistance provides reading, writing, and grammar assistance with self-paced computer modules that support Literature and Language Arts courses. An open computer lab for completing assignments and studying is available.

Counseling Center

Morris Memorial Room 103
575-6080

Main Office Hours

Monday, Wednesday through Friday 8:00am-5:00pm
Tuesday 8:00am-7:00pm

Walk-ins

Monday 8:00am-3:30pm
Tuesday 8:00am - 6:30pm
Wednesday and Thursday 8:00am-3:30pm
Friday None

Counselors provide academic, vocational and personal counseling services to MJC students. Counselors are available by appointment and on a “walk-in” basis to assist students in identifying needs, assessing strengths, and overcoming barriers to fulfilling their educational objectives. All students who have earned 15 units or more should develop an Educational Plan with a counselor.



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It is highly recommended that students take a Guidance course as soon as possible upon enrolling at MJC. Valuable information will be covered in the course, including assistance with the completion of an Educational Plan.

Disability Programs and Services (DSPS)

Journalism Building Room 152
Monday, Wednesday-Friday 8:00am-5:00pm
Tuesday 8:00am-7:00pm
575-6225 or 575-6296
575-6863 TTY

The disability services program is a system of support services and classes available to students with verified disabilities.

Disability Services and classes are designed to meet the individual needs of the students, allowing them an equal opportunity to benefit from their educational experiences. Supporting help may include program-planning assistance, priority registration, in-class aides, reader service, note taking help, sign language interpreting, mobility assistance and assistance with alternate media. Job development help is available for qualified students, as well as an adaptive computer technology training program.

DSPS Resource Lab-West Campus

East Campus: Journalism Building Room 151b
575-6225
Monday, Wednesday-Friday 8:00am-5:00pm
Tuesday 8:00am-6:30pm

West Campus: Yosemite Hall 145a
Mondays & Wednesday 8:00am-1:00pm
Tuesday and Thursdays 1:00pm-5:00pm
Fridays Closed
575-7733

Computers equipped with adapted equipment are available for student use. Testing accommodations can be arranged.

Extended Opportunity Programs and Services (EOPS)

Morris Building 112
Monday, Wednesday-Friday 8:00am-5:00pm
Tuesday 8:00am-7:00pm
575-6251
575-6863 TTY



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Extended Opportunity Programs and Services actively assists financially and educationally disadvantaged students who are pursuing academic and vocational goals. The program is designed to make the college experience accessible and rewarding to those facing language, social and economic challenges. Services may include financial assistance with childcare needs, books, and transportation as well as help with tutoring, counseling, employment internships, grants, and much more.

Emergency Locater Service

East Campus: Student Development Office

West Campus: Mary Student Rogers Student Learning Center

If you would like to be contacted in the event of an emergency, you will want to be sure to have a copy of your schedule on a semester-by-semester basis with the Emergency Locater Service.

Evaluations

Morris Memorial Room 107

Monday, Wednesday-Friday 8:00am-5:00pm

Tuesday 8:00pm-7:00pm

575-6040

Evaluates applications for graduation, certificates and Associates Degrees. Students must file an application for a degree or a certificate in the Evaluations Office, after registering for the semester in which they are completing the requirements. Diplomas and certificates are granted each semester and are printed approximately eight weeks after the term ends. The graduation ceremony takes place only in the Spring at the end of the semester.

Health Services

East: Morris Memorial Room 108

Monday, Thursday, Friday 8:00am-5:00pm

Tuesday 8:00am-7:00pm

Wednesday 9:30am-5:00pm

575-6037

West: Yosemite Hall 114

Monday, Tuesday, Thursday, Friday 8:00am-5:00pm

Wednesday 9:30am-5:00pm

575-6360



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“We Care for You”

Registered Nurses provide health care including:

- Screenings for blood pressure & TB
- Immunizations (MMR & Tetanus)
- Vision/hearing tests
- Pregnancy testing
- Over the counter medications available
- Doctor visit at no charge
- Cot room available for brief rest periods
- Nutrition and weight counseling

Elevator keys are provided by Health Services to students with short or long-term physical disabilities. Special parking permits are provided to students with short-term physical disabilities.

International health insurance brochures are available through the Health Services Office.

International Student Program

Morris Memorial Room 103
Monday-Thursday 8:30am-4:00 pm
Friday 8:30am-12:30pm
575-6012

Help is provided with admissions, academic and personal counseling, orientation, immigration, advising, cultural programming and the International Club.

Library

East: Learning Resource Center/Library Building
Monday-Thursday 8:00am-9:00pm
Friday 8:00am-5:00pm
Saturday 9:00am-5:00pm
575-6868

West: Yosemite Hall 235
Monday-Friday 8:00am-5:00pm
575-7761



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The Library's collection includes books, magazines, newspapers, journals, videos, and a variety of online research databases. MJC students have access to Columbia College Library materials via the Library's intercampus loan service and students can obtain research materials from non-YCCD libraries by using the Library's interlibrary loan service.

Campus library services include individual reference and information services, instruction on library research methods, self-guided library instruction, computer labs, copy machines, study space for individuals and groups, and course reserves. Off-campus use of library resources is facilitated by the Library's web page. All students, faculty and staff have full library privileges. MJC Alumni, Library Friends, and the local community may obtain library cards for borrowing MJC Library materials.

Math Drop-In Center

Founders Hall 128C,
Monday-Thursday 8:00am-8:00pm
Friday and Saturday 10:00am-4:00pm
575-6662

Math assistants are available at the Math Drop-In Center to help you understand your math homework, as well as aid in your understanding of math concepts. This is the place where you can bring your short, quick questions, and get prompt responses.

Records Office

Morris Memorial Room 105
Monday-Friday 8:00am-5:00pm
Tuesday 5:00pm-7:00pm, Admissions Office, East Campus Student Center
575-6018

This office prepares official transcripts. The first two copies are free with a \$5 charge for additional copies (5-7 day processing time). Transcript requests must be in writing. Official transcript request forms are available on line at: <http://www.mjc.edu/current/quickreferences/transcriptrequest.html>. Unofficial transcripts are also available on PiratesNet.

Student Development and Campus Life

East: Student Center, 575-6700
Monday-Friday 8:00am-5:00pm

West: Mary Stuart Rogers Student Learning Center. 575-7900
Monday-Thursday 8:00am-9:00pm
Friday 8:00am-5:00pm



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The Office of Student Development and Campus Life is responsible for advising and coordinating the activities and programs of student clubs and organizations. This department offers opportunities for students to develop leadership skills, prepare for civic responsibility, explore diverse cultures and build a strong sense of college community; issues Student ID cards which are used in the Business Office, Library, computer labs, and Bookstore; distributes Student Bulletins, provides emergency locator forms; and offers housing referrals.

Testing Center

Yosemite Hall Room 147
575-7728

The Testing Center administers MJC assessment tests for math, English, and reading; typing and U.S. Consitution certificates provided as well as proctoring services for students taking distance education classes for a fee. For testing dates, visit http://www.mjc.edu/prospective/getting_started/application/assessment_schedule.html.

TRIO/Student Support Services

East Campus Library Basement Room 40
575-6189

The Pre-College Program is a federally funded TRIO Program comprised of the Upward Bound Program and the Educational Talent Search Program. TRIO Programs provide education services to low-income and/or first generation college bound students in an effort to overcome economic, social, and cultural barriers that hinder the pursuit of higher education.

Pre-College Programs provide junior high and high school students from the local community with academic counseling and support, career guidance, personal development seminars and college preparation workshops.

Veterans Services

Morris Memorial Room 104
Monday-Friday 8:00am-5:00pm
575-6017

Modesto Junior College is an approved college for the training of veterans and veterans' dependents under the various public laws of the United States Department of Defense and California Department of Veterans Affairs. Students eligible for veterans' benefits are urged to contact the MJC Veterans Office well in advance of registration so that necessary arrangements may be made to activate benefits.



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Welcome Center

East: Student Center
Monday-Friday 8:00am-5:00pm
575-6789

Help with application & registration. Bus schedules, campus maps, program & general information for students; campus tours; new student orientation & outreach to high schools & the community.

Writing Center

East: Founders Hall 224
Phone: (209) 575-6682
Monday-Thursday 8:00 a.m. - 7:00 p.m.
Friday 9:00 a.m. - 1:00 p.m.

West: Sierra Hall 214
Phone: (209) 575-7847
Hours: Mon-Thu, 8:00 a.m. - 6:00 p.m.

Open To: Any student needing assistance with writing

Work with a tutor on any aspect of writing, ranging from talking about ideas and assignment expectation to assistance with proofreading. Schedule an appointment to see a tutor, or use a computer. Call for more information. Hours are subject to change, and sometimes the Writing Center is open evenings.



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GETTING STARTED AT MJC

Step 1 Apply for Admission

In order to be assigned a registration appointment, all new and returning students (who have not attended more than two semesters) must complete an MJC Student Admission Application online. Please complete an MJC Student Admission application if you have never enrolled in a class at MJC. If you applied to MJC within the past year, but you did not enroll in any classes, you should complete a new application.

Apply Online: www.mjc.edu

- 1) Click on the “Apply Here,” icon located in the middle of the right hand side of the page.
- 2) Then Click on “Create a New Account.”
- 3) Fill in your information and create a username and password for this application. This username and password will only be used for this application.
- 4) Click on “Create My Account.”
- 5) Answer all questions and submit.
- 6) Write down your application number. This is the confirmation that you submitted your application.

Note: Your application may take 7-10 business days to process.

You can also apply in person at East or West Campus. Computers are available for use as well as assistance in filling out the MJC Application online.

MJC StartSmart

The **StartSmart** program is a way for students to satisfy the orientation and advising requirement and ‘bump up’ the student’s registration date and time.

Who is eligible for StartSmart?

StartSmart is designed for new MJC students who have never attended college, or returning MJC students who have not yet earned a degree. Students who have already earned an associate or bachelors or higher degree are not eligible for the StartSmart program. Currently enrolled High School students, student who **have already earned an Associate, Bachelors or higher degree** are NOT eligible for StartSmart.



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Prior to Registering for Start Smart

Take the MJC English/reading or ESL AND math assessment; or submit other California community college English AND math assessment recommendations; or submit other college transcripts that show satisfactory completion of equivalent English composition and math courses.

MJC will accept placement recommendations from assessments taken at other California community colleges. Results must be received in the MJC Records Office at least 10 days before you attempt to make a StartSmart reservation. Remember the math and English assessment requirement must be completed before you can make a StartSmart reservation.

Class Schedule

View the current class schedule at www.mjc.edu/schedule. You'll find the most current information in the class schedule posted online.

Registration Appointment

As soon as your Admissions Application is processed, you will receive an e-mail sent to the e-mail address listed on your application. This email will include with your MJC ID #, also referred to as your W#, and registration date.

Apply Early!

Registration Appointments are assigned on a first-come, first-serve basis. Applications that are submitted earlier will be given earlier registration appointments. An early appointment will allow you to choose from the broadest selection of classes.

International Students

International Students must apply for admission through the MJC International Student Program, located in the Counseling Office in the Morris Building, Room 104C.

Concurrently Enrolled Junior High and High School Students

Advanced admission is granted for academically superior students who are 14 years of age or older as of the first day of the class and who meet all eligibility requirements established by MJC. The requirements are outlined in the Advanced Admission Petition Form, which can be requested from the MJC Admissions Office.

MJC Admissions Office
East Campus, Student Center
(209) 575-6013/ 575-6853

MJC Admissions Office
West Campus, Yosemite 147
(209) 575-7727



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Step 2: Mail Your Transcripts

Who needs to provide transcripts?

1. If you plan to earn a certificate, an Associate Degree, transfer, learn job skills, improve basic skills, or if you are undecided, you must supply your previous high school and/or college transcripts. Request one copy of your high school transcript and one copy of your transcripts from any other college you have attended. Please have your official transcripts mailed to the MJC Records Office.
2. Courses you completed at other colleges may be used to satisfy MJC prerequisites. In order to have courses from other colleges evaluated before you register, your transcripts must be received in the MJC Records Office at least six weeks before you are scheduled to register.
3. If you completed an MJC course prior to 1985 and you plan to use that course as a prerequisite, please notify the Records Office at 575-6491 so that your Academic Records can be updated.

Step 3: Apply for Financial Aid

If you would like financial assistance, you will need to file the following forms to see if you qualify:

- FAFSA online at www.fafsa.ed.gov (Free Application for Federal Student Aid)
- BOGW Fee Waiver (CA Board of Governors Fee Waiver)
- MJC Scholarship Application

You may pick up the BOGW Fee Waiver and scholarship application at the Financial Aid Office, Admissions Office (both campuses) and the Welcome Center and file your FAFSA online at www.fafsa.ed.gov.

How Do I Qualify?

Family financial information is evaluated by a federal processing agency and then transmitted to MJC. The information is reviewed and verified by Financial Aid staff, and the amount and types of aid are determined. Funding is limited, so complete this step as soon as possible!



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What's Available Students may be eligible for:

- Grants
- BOGW Fee Waiver
- Federal Work-Study Placement
- Nursing Loan

What is a Fee Waiver?

California residents may apply for a California Community College Board of Governors Waiver, which waives the \$26 per unit enrollment fee.

Note: The fee waiver covers the enrollment fees only. Students are responsible for the health fee, student center fee, and student representation fee.

To qualify, students must:

- Currently receive TANF, SSI, SSP or General Assistance, OR
- Have financial need as determined by the Financial Aid Office through the FAFSA, OR
- Meet the following income standards:

Number in Household

(including yourself) Total Family Income

1	\$15,600 or less
2	\$21,000 or less
3	\$26,400 or less
4	\$31,800 or less

Add \$5,400 for each additional dependent.

Veterans and Active-Duty Military Resources

Visit the Veterans Office. Services include assistance with educational benefits, obtaining tutorial help and counseling, and maintenance of a referral service to other colleges and community service agencies.



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Step 4: Activate your MJC Student Email Account

Activate your MJC Student Email Account... it's easy!

1. Log-in to your **PiratesNet** account. Under “**Communication**” click on “**Student Email Activation Link.**”
2. Write down your Student Email ID and Temporary Password **exactly** as they appear:

EXAMPLE:

Student Email ID: jdoe@student.yosemite.edu

Temporary Password: **XoeJI5c10**

3. Go to: <http://mail.live.com>
4. On the right side in the “Windows Live ID” box type in your Student Email ID and in the password box type in your temporary password exactly as it appears. Click Sign-In.
5. You will then be asked to provide your temporary password again and create a **NEW** password. Write down your new password!
6. Answer the questions that follow and click SUBMIT. That's it!

Need Assistance? Contact the Help Desk at 575-7900.

Step 5: Test Your Skills

A Little Testing Goes a Long Way

If you are enrolling in a program that leads to certification, an associate degree, transfer, job skill training, or if you are undecided about your major, you should take the assessment tests. Counselors use placement recommendations and your transcripts to suggest appropriate coursework. Tests that will assess your skills in math, English, and reading, some science, and for some students, English as a Second Language, are offered year-round at the MJC Testing Center. Information about assessment tests is available at http://www.mjc.edu/prospective/getting_started/application/assessmenttesting.html.



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On the test day...

Bring a picture ID
Know your student ID number
Have an MJC application on file
No appointment is necessary
Arrive early for best seating

Important Testing Information

Please test at least 10 day prior to orientation, advising, and/or course registration appointment. If you tested at another California Community College, you can send your results to the Testing Center. If you have completed English, math, or chemistry coursework at another college, you will want to submit an official transcript to the MJC Records Office as indicated in Step 2.

Accommodations for Students with Disabilities can be arranged for any college service if the request is made at least 10 days prior to the service or activity.

MJC Testing Center
Yosemite, 147
(209) 575-7728

MJC Disability Services
Journalism, 160
(209) 575-6225, TTY (209) 575-6863

ADA Coordinator (when not being served by Disability Services):
(209) 575-6861, TTY (209) 575-6863

Step 6: Participate in Orientation/Advising

Who should attend an Orientation Workshop?

Every new and returning student, even those who attended an orientation session one or more years ago, should attend an orientation session before they register. Counselors and orientation leaders go over MJC procedures and processes and explain the current registration process.

Everything you need to know about being an MJC student, as well as learning how to register, will be shared with you at the informative MJC Orientation workshop. By attending an orientation workshop, you will fulfill one of the three preregistration requirements. Following orientation, you can meet with a counselor or advisor to discuss your first semester educational plan.



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All orientation workshops include:

- Information to help you navigate the registration process
- An introduction to college resources and services
- Information about Associate degrees, vocational certificates, and transfer requirements
- Tips for becoming a successful student
- An overview of college regulations and student rights and responsibilities
- Assistance in creating a first semester class schedule to match your educational goals
- An opportunity to meet MJC staff and counseling faculty, as well as other new students

For more information contact:

MJC Welcome Center Office: East Campus, Student Center, Telephone: (209) 575-6789

Counseling and Advising

All MJC students whose educational goals include: an Associate degree, a vocational certificate, undecided, completing requirements for university transfer, learning job skills, or improving basic skills are required to meet with a counselor/advisor before they register.

Students who have an Associate degree or higher as well as students whose goal is enrichment, either intellectual, recreational, or cultural are exempt from the advising requirement.

Counseling/advising is an important part of the successful educational process and it is essential to getting a smart start at Modesto Junior College. Following the orientation workshop, students will have an opportunity to meet with a counselor/advisor to put together a schedule for the upcoming term.

Counselors recommend that during a student's first semester that they enroll in a college Guidance class that offers students an opportunity to develop a complete Student Educational Plan, a plan that details the classes required and support services recommended for you to complete your educational goal.

MJC Counseling Office: East Campus, Morris Building Rm 103,
Telephone: (209) 575-6080.



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Step 7: Register, Pay and Get Your Student I.D. Card

When you've completed the previous steps, you are well-prepared to register for classes. Retrieve your designated registration date and time using your [PiratesLink Student Email](#). You may register for classes at that time or any time thereafter during registration.

To Register:

Internet Registration: [PiratesNet](#)

Available 6 a.m. to 11 p.m. Daily

After you've selected classes from the schedule, visit the MJC PiratesNet website and take advantage of the web registration system. Follow the prompts for easy registration, including adding and dropping classes!

In-Person Registration:

If you have unsuccessfully tried to register using PiratesNet or you just prefer human interaction, you can register in the East or West Campus Admissions Offices. Be prepared with alternate classes in case your first choices are closed.

Admissions Office Locations & Current Hours:

East Campus: Student Center 435 College Ave

Monday, Wednesday, Thursday & Friday 8:00 am - 5:00 pm

Tuesday - 8:00 am - 7:00 pm

West Campus: Yosemite Hall #147 2201 Blue Gum Ave

Monday - Friday 8:00 am - 5:00 pm



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Pay your Fees

MJC Fees

NOTE: Fees are subject to change by action of the California State Legislature.

Cost per unit (California resident)	\$26
Additional Cost per unit (non-CA resident)	\$190
Health Fee (per semester Spring/Fall)	\$17
Health Fee (Summer)	\$14
Student Center Fee (per unit)	* \$1
Student Representation Fee	\$1
Parking Permit by semester (auto)	**\$20
Parking Permit (Shuttle/Semester)	**\$10
Parking Permit (motorcycle, moped)	**\$7.50
Parking Permit for Summer	**\$7.50
Student Benefits Fee	**\$5
Student I.D. Card	Free

* **Not to exceed \$10 per academic year**

** **Optional fees**

MJC Student I.D. Card

All enrolled students are eligible for a Student ID Card. Stop by the Student Development & Campus Life Office in the Student Center on East Campus, or the Mary Stuart Rogers Student Learning Center on West Campus. Paying the \$5 benefits fee entitles you to discounts with local businesses and at various campus events and one free Go Print Copy Card (while supplies last), usable in participating MJC Labs. For more details call 575-6700. Students must present the following to obtain an I.D. Card:

- Business Office Receipt or current class schedule reflecting a zero balance
- Any form of picture identification

Benefits Fee Advantages

- Free \$2.00 Go-Print Copy Card (while supplies last)
- Free faxes, phone calls, scantrons and copies (limitations apply)
- Student discounts from local businesses
- Discounts at football/basketball games and student activities
- Proceeds support student programs and activities



MJC Financial Aid Guide to College

Useful Websites

www.mjc.edu

www.mjc.edu/financialaid

www.fafsa.gov

www.pin.gov

www.calgrants.org

www.finaid.org

www.icanaffordcollege.com

www.studentaid.ed.gov

www.scholarshare.com

www.fastweb.com