

Student Services & Activities

Admissions/Entry Center

The Entry Center is where you will find help getting started at LCC. The center coordinates new student advising, makes appointments with counselors, and can help you connect with your program advisor. See below for contact and other important information.

Phone number: **(360) 442-2311**
 Webpage: lowercolumbia.edu/future
 Email: info@lowercolumbia.edu
 Located in Admissions Center (ADC)

Advising

All new students attend a New Student Orientation (NSO) and register for their first quarter while at NSO. Once a student has attended an NSO, those students are assigned a Faculty Advisor. Students should meet with their Faculty Advisor to discuss their educational pathway, develop an academic plan, and talk about academic progress prior to registration each academic quarter. Additionally, students may wish to utilize additional resources such as our Educational Planners, Student Support Services, or other advising services as necessary to make decisions about their degree or certificate.

Your Faculty Advisor uses Canvas to advise, students can find their Faculty Advisor by logging onto Canvas. You can contact your Faculty Advisor by logging into Canvas or find their email address in the **online directory** located at lcc.ctc.edu/employees. See below for general contact and other important information.

Phone number: **(360) 442-2311**
 Webpage: lowercolumbia.edu/advising
 Located in Admissions Center (ADC)

Athletics

As members of the Northwest Athletic Conference (NWAC), LCC's sports programs are among the Northwest's finest. Men's team include basketball and baseball, and women's teams include soccer, volleyball, basketball, and fast pitch softball. LCC students (with Student ID) get in free to LCC home games. Schedules are available online or in the Student Activities Office. See below for contact and other important information.

Phone number: **(360) 442-2471**
 Webpage: lccreddevils.com
 Located in Gym and Fitness Center (GYM)

Bookstore

Students will find new, used, and rentable textbooks, reference materials, general supplies, computer software, art and engineering supplies, gifts, LCC signature clothing, other LCC logo items, and much more at the LCC Bookstore. A book buyback is held during finals week of each quarter. The Bookstore is also open to the public. Check the **quarterly class schedule** for hours and buyback dates. Students can also order books online. The Bookstore's primary goal is to serve students and the staff welcomes suggestions about new products and services. See below for contact and other important information.

Phone number: **(360) 442-2240**
 Webpage: lowercolumbia.edu/bookstore
 Located in Student Center (STC)

Cafe and Dining

Located in the Student Center, Fork & Flame Cafe and Espresso Kiosk provide a varied menu for students, staff and the community, including breakfast all day, hot lunch specials, soups, sandwiches, grill items, snacks and beverages. Catering service available. Hours vary according to academic year. See below for contact and other important information.

Phone number: **(360) 442-2230**
 Webpage: lowercolumbia.edu/cafe
 Located in Student Center (STC)

Campus Services

The Campus Services Department consists of many subdivisions that collectively work together to maintain a safe, healthy and attractive campus environment. Including parking, motor pool, custodial, grounds, maintenance, print shop, mail/shipping/receiving services, and copier services. See below for contact and other important information.

Phone number: **(360) 442-2260**
 Webpage: lowercolumbia.edu/services
 Located in Campus Services (CMS)

Career and Employment Services

The Career Center has multiple resources to assist students, graduates and community members in developing personalized career/education plans or to find a job. Several tools are available to help students identify careers that best match their interests, skills, and abilities. Online career information resources provide details about job duties, education requirements, working conditions, wages and occupational demand for specific work fields.

Career Specialists are available to help with career planning, exploration, and job search needs. Free workshops are provided on applying for college, Financial Aid applications, effective resume writing,

marketing job skills to potential employers, portfolio development, and resources for dislocated workers and low income adults.

Local employers and staff use our free College Central Network program to recruit students, graduates, and community members. Job seekers can post resumes, find work-based learning opportunities, locate internships and search for full and part time jobs on and off campus. See below for contact and other important information.

Phone number: **(360) 442-2330**

Webpage: lowercolumbia.edu/careerservices

Located in Admissions Center (ADC)

Career Education Options

If you're 16–21, live in Cowlitz or Wahkiakum Counties, are behind in credits and won't be able to graduate from high school on time, and have conditions that interfere with the traditional high school structure, Career Education Options (CEO) may be for you. Self-paced courses cover all of the necessary credits to earn a diploma and there is also an opportunity to take college level courses. You'll work toward your regular high school diploma and may get help earning a college certificate or degree as well. See below for contact and other important information.

Phone number: **(360) 442-2691**

Webpage: lowercolumbia.edu/ceo

Located in International Center (INC)

Career Pathways

You may have already earned college credit by completing Career and Technical Education (CTE) courses at your high school. Career Pathways Credits provide a seamless pathway between articulated high school CTE classes and LCC professional/technical programs. See below for contact and other important information.

Phone number: **(360) 442-2610**

Webpage: lowercolumbia.edu/career-pathways

Located in Admissions Center (ADC)

Cashier

Cashiering, located in the Admissions Building, is where you pay for tuition, testing fees, parking fines and transcript fees. Students can also pay most fees online.

Payment options include cash, check, debit/credit card, Visa or MasterCard. See below for contact and other important information.

Phone number: **(360) 442-2210**

Webpage: lowercolumbia.edu/cashier

Located in Admissions Center (ADC)

Childcare

Licensed childcare for children one month through five years of age is available to LCC students, staff and faculty members. Limited enrollment is open to the community. In addition to high quality childcare services, the LCC Early Learning Center offers a Pre-Kindergarten Readiness Program, and partners with the Longview School District for math and literacy assessments.

The Early Learning Center participates in the Washington State Quality Rating and Improvement System Early Achievers and is rated a level 4, specializing in child outcomes, interactions and environments, curriculum and staff supports, and family engagement and partnerships.

All age groups have weekly lesson plans and teachers complete monthly assessments. Daily activities are developmentally appropriate and based on each child's goals. Full-day and half-day rates are available, and DSHS payments are accepted. Breakfast, lunch and two afternoon snacks are provided; families provide lunch. The Early Learning Center operates on a year-round schedule and is open Monday through Friday, 7:30 am to 5:30 pm. See below for contact and other important information.

Phone number: **(360) 442-2890**

Webpage: lowercolumbia.edu/childcare

Located in Home and Family Life (HFL)

Computer Labs

LCC maintains computing facilities equipped with the hardware and software required to support instructional programs and students. To use campus computers and to access the Internet and student email, students must create an account username and password. Wireless Internet access is also available on campus to students with mobile devices. See below for contact and other important information.

Phone number: **(360) 442-2712**

Webpage: lowercolumbia.edu/computer-labs

Located in Applied Arts (AAR)

Counseling Services

Lower Columbia College provides counseling services for students, including personal, educational, and career counseling. Students can schedule an appointment with a counselor by contacting the Entry Center in the lobby of the Admissions Center or by calling 360.442.2343. LCC's counselors are located in the Admissions Center. See below for contact and other important information.

Phone number: **(360) 442-2343**

Webpage: lowercolumbia.edu/counseling

Located in Admissions Center (ADC)

Disability Support Services

A student with a documented disability may be eligible for accommodations or assistance through LCC's Disability Support Services office. LCC is committed to providing support services to students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990.

Disability Support Services coordinates services which may include reasonable accommodations, appropriate auxiliary aids, advising, admission, registration for classes, academic counseling, assistance with applying for financial aid, referrals to agencies, educational and vocational planning, even voter registration. Students are required to provide documentation of disability. To request services or for more information, visit the website, call, or stop by the office in the Admissions Center, Room 143. See below for contact and other important information.

Phone number: **(360) 442-2340**
 TTY/Video Relay Services: 7-1-1 or **(800) 833-6388**
 Webpage: lowercolumbia.edu/disability
 Located in Admissions Center (ADC)

Financial Aid

Several types of aid are available to help students pay for college, including grants, loans, scholarships, veterans benefits, and student employment. There are also a number of special programs available to qualifying students. All students are encouraged to apply for aid, even those who don't think they will qualify for any need-based aid. United States citizens should apply for aid through the FAFSA (Federal Student Aid), and students who are ineligible for federal aid due to immigration status should apply for the WASFA. Be sure to pay attention to key dates and deadlines for financial aid. See below for contact and other important information.

Phone number: **(360) 442-2390**
 Webpage: lowercolumbia.edu/financial-aid
 Located in Admissions Center (ADC)

Fitness Center & Gym

With a balance of free weights, machines, and aerobic equipment, the LCC Fitness Center offers something for everyone. Sign up for a Weight Training, Super Circuit, Zumba or Pilates class to add some 'positive' stress to your hectic schedule. See below for contact and other important information.

Phone number: **(360) 442-2245**
 Webpage: lowercolumbia.edu/student-fitness
 Located in Gym (GYM)

Head Start/Early Head Start/ECEAP

Head Start, Early Head Start(EHS) and Early Childhood Education Assistance Program (ECEAP) assist low

income families in raising healthy children, in preparing children for future academic success, and in identifying pathways for family mobility.

We serve families in Cowlitz County whose income is at or below the Federal State Poverty Guideline. Applications are accepted year round. We offer classroom preschool experiences that operate 3-4 days a week at 3.5 hours a day or 5 days a week at 6 hours a day. We also offer a weekly home visit model as well as an infant/toddler program at R.A.Long High School for teens. All services are free for eligible families. See below for contact and other important information.

Phone number: **(360) 442-2800**
 Webpage: lowercolumbia.edu/head-start
 Located in Head Start East and Home and Family Life (HSE, HFL)

International Student Programs

LCC welcomes students from around the world! The International Student Programs Office provides caring and friendly services and support to international students studying at LCC and participating in the active life of the campus and community.

The International Student Programs Office offers information and assistance with international admissions, international student orientation, assessment, advising, registration, transcript evaluation, university transfer, activities, special events, housing, transportation, health insurance, employment, non-immigrant visa status, and learning about life in the United States. See below for contact and other important information.

Phone number: **(360) 442-2310**
 Webpage: lowercolumbia.edu/international
 Email: international@lowercolumbia.edu
 Located in Library (LIB)

Library & Learning Commons

The Learning Commons is found inside the Alan Thompson Library building and includes library, tutoring and eLearning services. Students can make tutoring appointments, get help with Canvas, and consult with librarians on research assignments. The library provides collections of print and electronic resources, group study rooms with technology, computers, printers/copiers, SmartBoards, Whisper Room recording booth, and Chromebooks. The library's website provides access to tutorials, instant messaging with librarians, and online databases housing articles, journals, eBooks, audiobooks, and video. Hours of operation are posted on the library website.

Phone number: **(360) 442-2660**
 Webpage: lowercolumbia.edu/library
 Email: library.circulation@lowercolumbia.edu
 Located in Alan Thompson Library (LIB)

Lower Columbia Regional University Center

LCC has partnered with a number of university partners to provide bachelor's and master's degree programs on the LCC campus and online. Resource staff are housed in the University Center to help you find the program that's right for you, including identifying which LCC programs and courses are the best fit with your transfer destination. See below for contact and other important information.

Phone number: **(360) 353-7800**
 Webpage: lowercolumbia.edu/university-center
 Located in Library (LIB)

Math Achievement Center

LCC's Math Achievement Center, or MAC, is usually located in Main 128. However, due to a construction project the MAC will be relocated to AAR 110 (also called Lab 2) temporarily, where it will be co-located with BTEC until the construction project in Main is complete. Students enrolled in Math Achievement classes can work on their own or get assistance in the MAC. Courses available through the MAC include Math 050, 078/079, 088/089, and 098/099. See below for contact and other important information.

Phone number: **(360) 442-2571**
 Webpage: lowercolumbia.edu/technical-help/math-achievement-center
 Located in Applied Arts (AAR)

Multicultural Programs

LCC is committed to the development of a more openhearted, inclusive and supportive environment based on awareness, acceptance and respect for all. LCC has a strong commitment to attracting, admitting and educating a broad population of students reflecting a diversity of intellectual interests, as well as representation from different cultures, races/ethnicities, socio-economic backgrounds, gender, socio-political perspectives, religious affiliations and sexual orientation/identities from throughout Washington, and across the United States and around the world. This rich mixture of individuals enhances the academic and intellectual experience for all who come to LCC. We work to promote intellectual discourse, leadership and social justice among students, staff, faculty and our surrounding communities. Events include, but are not limited to: speakers, performers, cultural field trips, volunteering, leadership opportunities, and conferences. See below for contact and other important information.

Phone number: **(360) 442-2424**
 Webpage: lowercolumbia.edu/student-life/clubs/multicultural
 Located in Student Center (STC)

Online Learning

LCC uses the Canvas Learning Management System to support learning in classes that are fully online, hybrid (partially online and partially in the classroom), or on campus. To find out if online learning is for you and to learn about all of LCC's online resources, please visit the online learning webpages or stop by the office. See below for contact and other important information.

Phone number: **(360) 442-2520**
 Webpage: lowercolumbia.edu/ed-services/online
 Located in Library (LIB)

Payroll Services

Contact the Payroll Office for any information regarding hiring paperwork for Work Study, Student Help and TANF positions, as well as employee earnings, direct deposit, address changes, and payroll deductions. See below for contact and other important information.

Phone number: **(360) 442-2220**
 Webpage: internal.lowercolumbia.edu/departments/human-resources/payroll
 Located in Administration (ADM)

Registration/Registrar

New Students register for classes during mandatory New Student Orientation. Continuing students register online after meeting with an academic advisor to discuss progress and obtain a Quarterly Registration Pin. Global PIN numbers are typically a six-digit DOB and can be changed online. Important tuition dates and deadlines are posted on LCC's Academic Calendar. See below for contact and other important information.

Phone number: **(360) 442-2370**
 Webpage: lowercolumbia.edu/registration
 Email: registration@lowercolumbia.edu
 Located in Admissions Center (ADC)

Running Start

Running Start allows qualifying Washington State high school juniors and seniors to enroll into college level courses and earn college and high school credits at the same time. The program covers tuition costs for those who meet minimum academic requirements. Students who qualify for free or reduced lunch may also receive assistance with fees and books. Visit LCC's Running Start webpages or call the Running Start Office to learn more. See below for contact and other important information.

Phone number: **(360) 442-2442**
 Webpage: lowercolumbia.edu/running-start
 Located in Student Center (STC)

Safety & Security

Contact LCC Safety & Security at 2911 from a campus phone or 360.442.2911 from any other phone. LCC

security works closely with local law enforcement agencies. Dial 9.911 from a campus phone or 911 from any other phone first if you need immediate police, fire, medical, or other emergency response. See below for contact and other important information.

Phone number: **(360) 442-2911**
 Webpage: lowercolumbia.edu/safety
 Located in Student Center (STC)

Student Programs & Activities

This area includes the Associated Students of Lower Columbia College Student Government (ASLCC); Co-Curriculars, Organizations and Clubs (CCOCs); lost and found, etc.. Students are encouraged to get involved with any number of student groups on campus through student government and involvement with CCOCs. See below for contact and other important information.

Phone number: **(360) 442-2443**
 Webpage: lowercolumbia.edu/student-life
 Located in Student Center (STC)

Test Proctoring Center

LCC's Test Proctoring Center is usually located in the Main Building. However, due to a construction project in Main the Center is temporarily located in AAR 109, 109A and 109C -- also referred to as Labs 5, 6 and 10 -- until the construction project in Main is complete. Test proctoring services are for currently enrolled LCC students who need to take an instructor assigned test in a supervised environment. See below for contact and other important information.

Phone number: **(360) 442-2571**
 Webpage: lowercolumbia.edu/test-proctoring
 Located in Applied Arts (AAR)

Testing Center

An accurate placement assessment allows us to evaluate your Math and English needs, and helps your advisor recommend the best courses to get you started on a path to your degree or certificate. Students who plan to earn a degree or certificate at LCC, or who plan to transfer to a four-year institution, must take the placement assessment or equivalent before enrolling. Placement tests are given on a drop-in basis; no appointment is necessary, and it's free! Check the Testing Center's webpages for more information including practice materials. **Also given are tests for the GED, WorkKeys, CLEP, and more. See below for contact and other important information.

Phone number: **(360) 442-2353**
 Webpage: lowercolumbia.edu/testing-center
 Located in Admissions Center (ADC)

Transfer Options

Visit an educational planner in the Admissions Center to get help planning for transfer to a baccalaureate

institution. Assistance is available to select a transfer college or university, and to complete admission procedures, financial aid applications, and transfer admission requirements. Transfer guides explaining course transfer equivalencies at different institutions are available. See below for contact and other important information.

Phone number: **(360) 442-2350**
 Webpage: lowercolumbia.edu/university-center/transfer-options
 Located in Admissions Center (ADC)

Transitional Studies

If you are 16 or older, and would like to improve your English, math and computer skills to prepare for college or career, or earn your high school diploma or GED, Transitional Studies can help! Face-to-face, hybrid and online classes are only \$25 per quarter and students can enroll and start anytime. Stop by VOC 159 or call for more information. See below for contact and other important information.

Phone number: **(360) 442-2580**
 Webpage: lowercolumbia.edu/transitional
 Located Vocational (VOC)

TRIO Student Support Services

TRiO Student Support Services is a federally funded program which helps participants become more effective college students, graduate, and transfer to a baccalaureate institution. Students receive individualized assistance and academic advising, tutoring, peer mentoring, and have the opportunity to participate in cultural activities and visit four-year colleges and universities. Students whose parents do not have a bachelor's degree, are low-income, or have a documented disability qualify. See below for contact and other important information.

Phone number: **(360) 442-2420**
 Webpage: lowercolumbia.edu/trio
 Located in Admissions Center (ADC)

Tutoring Services

LCC students receive free individual and group tutoring in the Learning Commons as well as online through eTutoring. College Reading & Learning Association certified peer tutors provide help in most subjects. See below for contact and other important information.

Phone number: **(360) 442-2572**
 Book an appointment online: lcc.mywconline.com
 Webpage: lowercolumbia.edu/tutoring
 Located in Library (LIB)

Veterans Services

The Veteran Services Office is located upstairs in the Student Center. The office is available to veterans and their family members to gain information about

benefits and other resources. We have an active student club, the Veteran Alliance, which holds meetings twice a month where we gather to talk about benefits, current community information, and organize service projects throughout the year. All veterans and their family members are encouraged to attend. See below for contact and other important information.

Phone number: **(360) 442-2395**

Webpage: **lowercolumbia.edu/veterans**

Located in Student Center (STC)

WorkFirst Programs

For students in the Washington State WorkFirst program, the LCC WorkFirst Office has resources for you. LCC works in partnership with the Department of Social and Health Services (DSHS) to assist Temporary Aid to Needy Families (TANF) recipients with Tuition Assistance, Work-Study, participation reporting, work skills, and college preparation. See below for contact and other important information.

Phone number: **(360) 442-2540**

Webpage: **lowercolumbia.edu/workfirst**

Located in Admissions Center (ADC)

ARCHIVE