



THE VERDUGO CREATIVE TECHNOLOGIES CONSORTIUM
& GLENDALE COMMUNITY COLLEGE PRESENT

2017-2018

SATURDAY ACADEMY

— A CALIFORNIA CAREER PATHWAYS PROGRAM —

PURPOSE

The Verdugo Creative Technologies Consortium and Glendale Community College are hosting a "Saturday Academy" program, which will be offered this spring. The purpose of the Saturday Academy is to motivate and prepare high school and community college students for careers in the high-growth creative, entertainment, and technology industry sectors. Get a Jump Start in college on Saturdays in the Spring 2018 at Glendale Community College:

ENGR 100—Introduction to Engineering
#2433 · 9:00 am–12:10 pm · AT 107B
CSU, UC Transferrable · 3 units

ENGR 120—3D Printing and Modeling
#3398/3399 (LEC/LAB) · 9:00 am–1:20 pm · AT 213
CSU Transferrable in Industrial Technology · 2 units

ART 133—Digital Illustration
#3782/3783 (LEC/LAB) · 9:10 am–1:30 pm · HS 118
CSU Transferrable · 3 units

PHOTO 121—Photoshop 1
#2522/2523 (LEC/LAB) · 9:10 am–1:30 pm · HS 118
CSU Transferrable · 3 units

ART 201—Drawing for Animation
#3843/3844 · 10:10 am–2:30 pm · HS 117
CSU Transferrable · 3 units

REQUIREMENTS

Open to high school sophomores, juniors, seniors, as well as community college students. Note: Saturday Academy classes do not replace current coursework; however, students will receive college credit. The deadline to Drop a Saturday Academy class without a Withdraw notation on your GCC transcript is March 3, 2018. The knowledge and skills gained will be an invaluable addition to each student's career "toolbox."

HOW TO APPLY

Apply on the Jump Start Enrollment page:
www.glendale.edu/JumpStart

COST

FREE Tuition to High School Students
Other fees may apply.

DATES

February 24 – June 13, 2018

LOCATION

Glendale Community College
1500 N. Verdugo Rd.
Glendale, CA 91208

CONTACT

For application help contact
Student Outreach Services
at (818) 240-1000 Ext. 4767
or visit the GCC Welcome Center (SM 266)

For Program Information contact
Tiffany Nakawatase, Adjunct CTE Counselor
(818) 240-1000 Ext. 5906

Mirna Najera, Adjunct CTE Counselor
(818) 240-1000 Ext. 5906

Marisela Canela, CTE Counselor
(818) 240-1000 Ext. 5847

BUILDINGS

| | |
|-----------|--|
| AA | AVIATION / ART Bldg. |
| AD | JOHN A. DAVITT ADMINISTRATION Bldg. |
| AS | ARROYO SECO Bldg. |
| AT | ADVANCED TECHNOLOGY CENTER |
| AU | AUDITORIUM Bldg. |
| BK | BOOKSTORE |
| CDC | CHILD DEVELOPMENT CENTER |
| CR | CAMINO REAL Bldg. |
| CS | CIMMARUSTI SCIENCE CENTER |
| D | DUPLICATING |
| EA | EOPS ANNEX |
| G | ART GALLERY |
| HS | BHUPESH PARIKH HEALTH SCIENCES & TECHNOLOGY Bldg. |
| LB | LIBRARY Bldg. |
| LS | LIFE SKILLS Bldg. |
| M&O | MAINTENANCE & OPERATIONS |
| SA | SANTA ANITA Bldg. |
| SB | SANTA BARBARA Bldg. |
| SC | J.W. SMITH STUDENT CENTER |
| SF | SAN FERNANDO Complex |
| SG | SAN GABRIEL Bldg. |
| SM | SIERRA MADRE Bldg. |
| SN | SIERRA NEVADA GYM |
| SR | SAN RAFAEL Bldg. |
| SV | SIERRA VISTA Bldg. |
| VG | VERDUGO GYM |
| VGT | VERDUGO GYM Trailers |

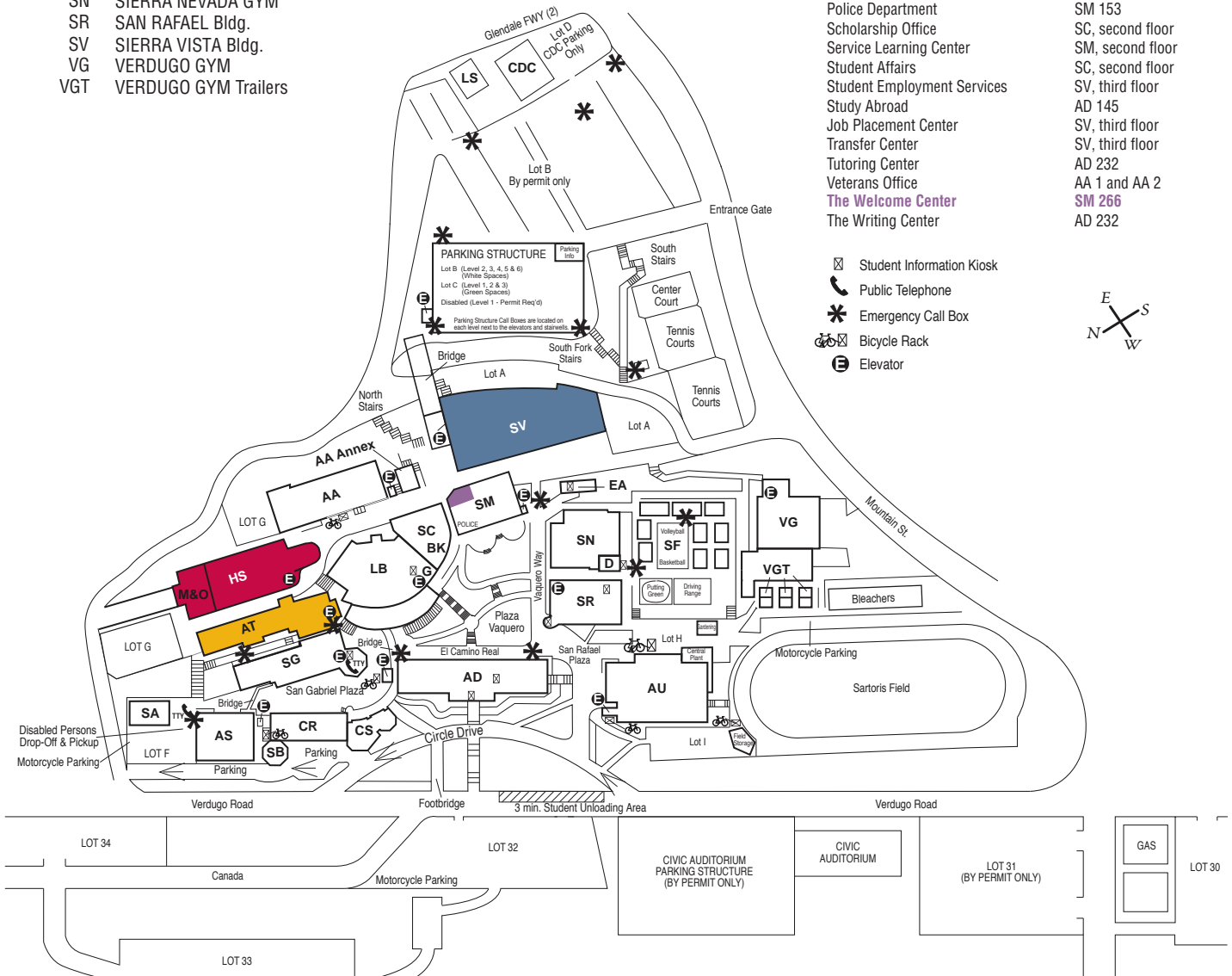
PARKING

| | |
|---|--|
| PARKING STRUCTURE | Student Permit/Staff Permit (LOT C) |
| LOT A | Staff Permit |
| LOT B | Student Permit |
| LOT D | Staff Permit |
| LOT E | Staff Permit |
| LOT F | Disabled Drop-Off/Pickup & Metered Guest Parking |
| LOT G | Staff Permit |
| LOT H | Staff/Disabled Student Permit |
| LOT I | Staff Permit |
| CIRCLE DRIVE | Staff Permit |
| LOT 30 | Metered Lot/Student & Daily Permit |
| Civic Auditorium Parking Structure and LOT 31 | Semester Permits Only |
| LOTS 32, 33, & 34 | Metered Lots/Student Permit |

SERVICE

| | |
|---|------------------------|
| Academic Counseling | SV, third floor |
| Admissions & Records | SV, third floor |
| ASGCC Business Office | SC, first floor |
| Assessment Center | SV, third floor |
| Baja Field Studies Program | SA |
| Bookstore | SC, first floor |
| Box Office | AU 106-A |
| CalWORKs Parents Program | SF 114 |
| Career Center/Adult Re-Entry Services | SV, third floor |
| Center for Students with Disabilities | SV, first floor |
| English Lab | AD 238 |
| EOPS | SV, third floor |
| ESL Lab | SG 135 |
| Fees, Tuition & Refunds | SV, third floor |
| Financial Aid | SV, third floor |
| Food Services | |
| Cafeteria | SM, 1st & 2nd floor |
| Coffee Stand | SR Plaza |
| Coffee Stand | SG Plaza |
| Health Center | SR, first floor |
| Instructional Services | AD 145 |
| International Student Services | SV, third floor |
| Kreider Hall | SR 138 |
| Learning Center | AD 232 |
| Lost & Found | SM 153 |
| Multicultural & Community Engagement Center | SM 267 |
| Outreach | SM 266 |
| Police Department | SM 153 |
| Scholarship Office | SC, second floor |
| Service Learning Center | SM, second floor |
| Student Affairs | SC, second floor |
| Student Employment Services | SV, third floor |
| Study Abroad | AD 145 |
| Job Placement Center | SV, third floor |
| Transfer Center | SV, third floor |
| Tutoring Center | AD 232 |
| Veterans Office | AA 1 and AA 2 |
| The Welcome Center | SM 266 |
| The Writing Center | AD 232 |

BUILDING





Jump Start Enrollment Guide 2017—2018

1 Apply for Admission

Step 1: APPLY

- Go to www.glendale.edu and click on “Apply & Register”
- Click on “Submit GCC Application”
- Click on “OpenCCC Apply” --- you will be directed to www.OpenCCCApply.net
 - Step 1: Create your OpenCCC Account
 - Step 2: Log into OpenCCC and “Start a New Application”
- You will receive an e-mail with your GCC Student ID number in 24 to 72 hours after submitting your application.

Step 2: COMPLETE & SUBMIT FOLLOWING FORMS (available at www.glendale.edu/JumpStart)

- Recommendation for Admission of Selected Student Form
—> All high school student are requires to obtain the following signatures: Student, Parent, High School Counselor or Principal, School Stamp/Seal
- Authorization and Consent for Treatment Form
- Unofficial High School Transcript with cumulative GPA calculated (2.0 minimum GPA)
- Submit Forms to Admissions & Records (1st floor of AD building)
 - Monday & Tuesday 9:00a.m. - 6:00p.m.
 - Wednesday & Thursday 9:00a.m. - 4:00p.m.
 - Friday 9:00a.m. - 1:00p.m.

NOTE:

If you are in grade 9 or below, you need:

- The signature of the Designee of the Governing School Board
- Schedule an appointment with the GCC Director of Admission & Records at (818) 240-1000 ext 5116

COST:

The enrollment fee and parking permit fees (with a valid CA drivers license) are waived for Jump Start students. You only pay for college services fees (\$30.50 for Spring/Fall semesters; \$26.50 for Winter/Summer semesters; All students will need a GCC Student ID card --- one time \$10 fee)

2 Complete Assessment

Assessment is required for **ONLY** courses that have a prerequisite for English/Math/ESL/Chemistry.

- Visit www.glendale.edu/Assessment for testing schedule and sample tests.
- Be sure to review sample tests prior to taking assessment tests.
- Assessment tests are taken at GCC in SF 112
- You will need a picture ID and your GCC Student ID number in order to take the assessment test

3 Meet with a GCC Counselor

If you need to meet with a GCC Counselor, make an appointment by calling:

Academic Counseling:
(818) 240-1000 ext. 5918
San Rafael (SR) Building - 2nd floor.

4 Register for Classes

- Obtain a Class Schedule from:
 - Online at www.glendale.edu
 - GCC Information desk (Administration building).
 - GCC Representative at your high school.
- Office of Admission & Records will help Jump Start student enroll in classes in person.

IMPORTANT REGISTRATION DATES

Summer & Fall 2017

Accepting applications: November 21, 2016

Summer 2017 • (June 19 - August 25, 2017)

⇒ Registration in Admission starting May 8, 2017

Fall 2017 • (August 28 - December 13)

⇒ Registration in Admission starting June 20, 2017

Winter & Spring 2018

Accepting applications: June 26, 2017.

Winter 2018 • January 8 - February 15, 2018

⇒ Registration in Admission starting October 16, 2017

Spring 2017 • February 20—June 13, 2018

⇒ Registration in Admission starting November 27, 2016

Student Outreach Services

Phone: (818) 240 - 1000 ext. 4767
 Fax: (818) 291 - 6635
 E-mail: outreach@glendale.edu
 Website: www.glendale.edu/sos
 Room: SM265
 Office hours: M - Thu • 7:00 a.m. - 7:00 p.m.
 Friday • 7:00 a.m. - 5:00 p.m.



Supporting Documents for Admission to Glendale Community College

For Students Born Outside of the United States

The following documents must be submitted along with your application to the Admissions Office in the Administration Building (AD).

If you have been living in CA and your INS documentation is dated more than two years, you only need:

- Your INS original documentation, CA ID or CA DL (copies) and your ***birth certificate or Income Tax Return*** if you were claimed as a dependent.

If you have been living in CA and your documentation is dated at least one year and one day prior the semester starts and your status is **Permanent Resident, Temporary Resident, Resident/Amnesty, Political Asylum or *Refugee,** you must bring:

- You and your parent's original INS documentation and copies.
- One of your parents CA ID or CA Driver's License (Copies)
- Your ***birth certificate or Income Tax Return*** if you were claimed as a dependent.
- TWO (2) or more items from the list below under your parents' name (if you are under ***Refugee*** status ****only one item*** is required):
 - ⇒ Ownership of residential property.
 - ⇒ Registering to vote and voting in California.
 - ⇒ Licensing from California for professional practice.
 - ⇒ Active membership in service or social clubs.
 - ⇒ Payment of California state income tax as a resident.
 - ⇒ Possessing California motor vehicle registration (pink slip).
 - ⇒ Maintaining a permanent military address of home of record in California while in armed forces.
 - ⇒ California bank account statement (checking or savings)
 - ⇒ Computer generated utility bills that show name, place, date and address.
 - ⇒ Paycheck stubs from place of employment with name and address of business and name of employee

Student Visa (F-1), other status or Unknown Status: Visit Admissions and Records at GCC.

ID
NO.

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Semester/Session

ADD/DROP FORM

Last Name

First Name

Middle Initial

Signature

Date

ADDS

| Ticket Number | Course & No. | Permission # (get from instructor) | Instructor Approval |
|---------------|--------------|---------------------------------------|---------------------|
| | | | |
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DROPS

| Ticket Number | Course & No. | Units | Instructor Approval (section change only) |
|---------------|--------------|-------|--|
| | | | |
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To ADD or DROP a class use “MyGCC”
NOTE: Use this form ONLY if you are completing the following:

- 1- If you are changing (adding and/or dropping) sections of the same class.
- 2- If you are changing levels in the same course.
- 3- If you are enrolling in a class a third time; petition must accompany this form.
- 4- If you are returning from dismissal. These adds cannot be done online; instead, take this add form to Admissions and Records Office - AD 143
- 5- If you are a high school student registering in college courses. Take this form to AD 143 – A&R.

***Be sure to check MyGCC or the Class Schedule under *Important Dates* for deadlines to add or drop a class.**



Glendale Community College
 1500 N. Verdugo Rd.
 Glendale, CA 91208
 www.glendale.edu

THIS FORM ONLY APPLIES TO APPLICANTS UNDER THE AGE OF 18 AND ENROLLED IN K - 12TH GRADES.

** Failure to submit this form will result in a delay of your admission and registration process. **

Authorization and Consent for Treatment of a Minor

Name: _____ Student I.D. _____

Emergency Contact Information (required)

The following information must be completed for students under the age of 18 who plan to attend Glendale Community College.

Name of Parent or Guardian

Relationship _____

Telephone numbers:

Home _____

Work _____

Cell _____

Name of Parent or Guardian

Relationship _____

Telephone numbers:

Home _____

Work _____

Cell _____

Consent to Treat

If your daughter/son is injured or ill on campus, the Health Center cannot provide most treatments without the following consent. Consent is not required, but highly recommended.

As the parent/guardian of _____, I give permission for the utilization of the health services provided by the Glendale Community College Health Center. I understand these services may include: first aid, health assessment, health education, physical/mental health counseling, physician appointments, over-the-counter and selected emergency medications. I understand that licensed health providers/state approved health care providers provide all services.

Signature of Parent or Guardian _____

Name of student _____

Student's date of birth _____

Today's date _____

Telephone contact (if different from above) _____

Glendale Community College
Recommendation for Admission of Selected Students

Student's Name: (Last Name, First Name, MI) _____ GCC ID#: _____

Grade Level (Level during the term of attendance): _____ If enrolled in grades K - 8th, please indicate your grade level: _____

Anticipated High School Graduation Date: 20____ Current School Name: _____

All high school students are required to submit a copy of their high school transcripts including all coursework completed to date. Student must be making satisfactory progress towards a high school diploma.

NOTE: Home-schooled students must attach a current copy of their Department of Education Private School Affidavit form with confirmation number.

If you are in grades **10th, 11th or 12th**, during the term of your attendance, you will need ALL of the following signatures:

1. Student
2. Parent or legal guardian
3. High School Principal or Counselor (with recommended courses listed by the high school principal or counselor.)

If you are in grades **9th or below**, during the term of your attendance, you will need ALL of the following signatures:

1. Student
2. Parent or legal guardian
3. High School Principal or Counselor (with recommended courses listed by the principal or counselor.)
4. A designee of the Governing School Board.
5. Director of Admissions and Records at GCC. *

* An interview with the Director of Admissions and Records is required. - **The student must bring a copy of their transcript to the appointment.**

STUDENT'S CONSENT

YOU MUST SELECT ONE OF THE FOLLOWING:

- I give my permission for Glendale Community College to release my college enrollment information and grades to my high school Principal or Counselor.
 I DO NOT give my permission for Glendale Community College to release my college enrollment information and grades to my high school Principal or Counselor.

I understand that I am creating a permanent college record. I am also aware that I am responsible for my own progress and actions as a Glendale Community College student. I will adhere to the Standards of Student Conduct at the college (refer to the college's catalog).

X _____ Date: ____/____/____
Signature of student Phone Number

PARENT OR LEGAL GUARDIAN'S CONSENT

Your son or daughter will be exposed to educational programs designed for a diverse population of adult learners, which may involve sensitive topics that might be considered controversial or offensive to some. Your signature on this form acknowledges your receipt of this information and stipulates your permission for your child to enroll in college level courses and participate in all required activities that may include field trips off campus.

X _____ Date: ____/____/____
Signature of Parent or Legal Guardian

Parent or Legal Guardian's Name (print) Telephone Number

FOR HIGH SCHOOL USE ONLY

Basic skills courses are not considered to be advanced scholastic courses. High school students may not enroll in courses that they have previously completed with a substandard grade. High school students are limited to a maximum of six (6) units in each spring or fall term, and three (3) units in each winter or summer intersession.

Recommended Courses approved by High School Principal or Counselor

| | | |
|------------|--|---|
| Course # 1 | | Note: If this course recommendation is for a summer session class, your signature also certifies that this student's participation does not cause your school to exceed the 5% statutory limit. |
| Course # 2 | | |
| Course # 3 | | |

Student's anticipated date of graduation: MONTH _____ YEAR 20 _____

X _____ Date: ____/____/____
Signature of Principal or Counselor

Principal or Counselor's Name (print) Telephone Number



REQUIRED SIGNATURES FOR STUDENTS IN GRADES 9TH OR BELOW

X _____ Date: ____/____/____
Signature (approval) from a designee of the Governing School Board

Designee's Name (print) Telephone Number

X _____ Date: ____/____/____
Signature (approval) from the Director, Admissions and Records