

Military and Veterans Programs Benefits Briefing

ppcc.edu/briefing
mvp@ppcc.edu



Centennial Campus
5675 South Academy
Boulevard Colorado Springs,
CO 80906 719.502.4100

Fort Carson Army Ed Center
1675 Long Street Building
1117, Room 117
Fort Carson, CO 80913
719.502.4200

Peterson SFB Ed Center
301 Stewart Ave. Building
1411, Room 112 Colorado
Springs, CO 80914
719-502-4300

Rampart Range Campus
2070 Interquest Parkway
Colorado Springs, CO
80921 719.502.4500



Military and Veterans Programs
PIKES PEAK COMMUNITY COLLEGE

Military and Veterans Programs



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Veterans Upward Bound

Vets helping Vets

Message From The Director

After separating from the military, I like many other student veterans before me struggled to navigate the college experience. Processes like using my GI Bill, applying for colleges, preparing academically, finding tutors, learning to study and taking tests. College was not easy, I struggled, I faltered, I questioned whether college was right for me so many times but I never quit. Despite starting in below college level classes as a low-income student I became the first generation in my family to receive a Bachelor's Degree and went on to complete a Master's Degree shortly thereafter. I urge students to self-advocate and seek out support services to assist in their transition to college regardless of their situation. Whether remotely or in our office on campus, it is our goal at VUB to stay connected with students and assist them in their pursuit of a college education.

Kevin Walda
Assistant Director
Veterans Upward Bound

What We Do

- We are a pre-college access program specifically for Military Veterans designed to help remove barriers, provide tools/resources and success coaching
- We provide FREE in person classes and tutoring on campus and online to prepare for entrance exams
- We are College Access Coaches, available to assist you through the college enrollment and transition
- We assist in exploring GI Bill, Financial Aid and Scholarship options
- We conduct study skills assessment to help you understand your strengths and weakness
- We provide campus tours to explore programs unique to the veteran experience, meet students and staff
- We assist with referrals to resources and programs on campus and in the community to help you get connected

Contact Us

- Visit the PPCC/MVP website and clicking on the Veterans Upward Bound Tab and submit a "Contact Us" request. Enter your contact information and question(s) at ppcc.edu/vub
- Phone at 719.502.4020
- In person at the VUB/MVP Office, room C-220 at the PPCC Centennial Campus

Mission

Veterans Upward Bound is a FREE program serving veterans who need to strengthen their academic skills in core subject areas for a college or university. The VUB program provides a unique pre-collegiate experience that is designed to assist veterans, providing transition services, academic instruction, and advisement in college admissions and financial aid.

Participant Eligibility

- United States Armed Forces Veterans, discharged or released under conditions other than dishonorable.
- Participants must meet **one** of the three following criteria: 1) Potential first-generation college student, 2) Low income (as defined by the Department of Education), or 3) veterans needing academic assistance due to low test scores or claims a disability or has been out of school for five or more years.

Accessibility Services

Accommodative Support Services

Accessibility Services is committed to assisting students with disabilities to self-advocate for equal access within their academic environment.

Experienced and professional specialists and staff

Knowledge of the ADA, Section 504, and FERPA policies

Available at the Centennial, Rampart Range and Downtown Studio Campuses

Collaborate with students to determine and implement reasonable accommodations

Assist with self-advocating for support services and referrals

Provide demos & training on assistive technology for students

Steps to an Accessible Education

Contact

Call the Accessibility Services office or stop by to schedule an appointment before the semester starts.

Request

If new to our office, complete the "New Accommodation Request" form on our webpage. If returning to us, please complete the "Accommodation Review Request" form online & schedule an appointment with a Disability Specialist.

Meet

At the appointment you will meet with a Disability Specialist. If available, bring documentation and be prepared to discuss how your disability impacts your learning.

Advocate

Meet with your instructors to discuss your accommodations. Fill out the request online & schedule an appointment EVERY semester to continue your services.

Mission

Who we are

What we do



Accessibility Services
PIKES PEAK COMMUNITY COLLEGE

Confidentiality



Accessibility Services

PIKES PEAK COMMUNITY COLLEGE

- Students are protected under the Family Educational Rights & Privacy Act (FERPA).
- All disability-related information disclosed is kept confidential.
- Students must sign a consent if they choose to permit the Accessibility Services Team to share disability-related information.
- ASK our Specialists more about your privacy rights and responsibilities OR visit our website for more information ppcc.edu

Centennial Campus
5675 S. Academy Blvd A130
Colorado Springs, CO 80906
719.502.3333

Rampart Campus
2070 Interquest Pkwy S201
Colorado Springs, CO 80920
719-502-3333

Downtown Campus
100 W. Pikes Peak Ave S126
Colorado Springs, CO 80903
719-502-3333

webpage: ppcc.edu
email: ppccaccess@ppcc.edu

Accommodations May Include

- Sign language and oral interpreting
- Alternate format textbooks/materials
- Alternative testing arrangements
- Adaptive/assistive technology training
- Dragon Naturally Speaking
- Windows Eyes
- JAWS
- Free Natural Reader
- ZoomText
- Screen reader software and/or scribe
- Screen modifications
- Braille/large-key keyboards
- Print/screen text enlargement
- Alternative furniture
- Advocacy suggestions



TRIO Student Support Services (SSS)



Who is

TRIO STUDENT SUPPORT SERVICES (SSS)

at PPCC?

Mission

To empower first generation, low-income college students, veterans, and individuals with disabilities to persist, graduate and transfer by providing comprehensive academic and personalized services.

Eligibility

Students must be one or more of the following:

- Low income
- First generation (neither parent has received a bachelor's degree)
- Veteran
- Have a documented disability

TRIO Student Support Services is a federally funded grant program through the U.S Department of Education.



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COLLEGE**

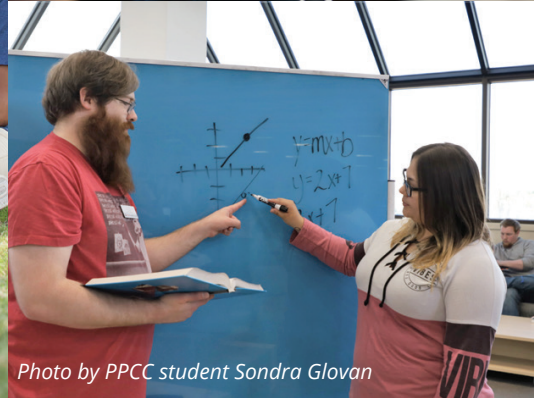


Photo by PPCC student Sondra Glovan

How we support our students

- One-on-one math tutoring
- Academic advising/course selection
- Scholarship assistance
- Career exploration and writing assistance
- Four-year transfer assistance and campus visits
- Social and cultural events

Hours and Locations

Centennial Campus Room A130

Mon. | 8 a.m.–5 p.m.
Tues.–Fri. | 8 a.m.–6 p.m.

After 5 p.m. by appointment only.

Downtown Campus Room S126

Wed. | 1–5 p.m.

Rampart Campus Room S102i

Wed. | 8 a.m.–5 p.m.

Contact Us »

carrie.riffie@ppcc.edu
719.502.3222

Factsheet for students using VA Education Benefits

**How many credits
does a student need
to be enrolled in?**

Hours needed to receive full monthly payments are based on full semester start and end dates.

- 12 credit hours are required to be full-time in the fall and spring semester.
- 7 credit hours are required to be full-time in the summer semester.

If using Financial Aid (FA), the traditional rules of FA also apply (i.e. student must be enrolled in 12 credit hours regardless of semester to receive full funding). FA can be used with VA education benefits and students are encouraged to apply.

Helpful Hints

VA will only pay for classes that are applicable to their degree program.

VA will only pay for remedial or developmental (below 100 course level) classes that are taken 100% completely inside the classroom. Justification that they need these classes is required by VA. Take a placement test or meet with an academic advisor.

VA classifies college-level hybrid classes as resident/traditional (100% completely inside the classroom) learning.

VA classifies college-level self-paced classes as resident/traditional (100% completely inside the classroom) learning if there is a classroom component. Students do not need to provide documentation to our office. Our office will collect the documentation on their behalf.

**Can a student drop
or withdraw from a
class funded by VA?**

Yes; however, dropping or withdrawing from a class could result in a change in full-time or part-time status for monthly payments. The drop or withdraw must occur during the class' drop or withdraw period.

- PPCC is required to report these changes to VA.
- These types of changes will mostly likely result in student debt owed to VA.

**Is a student
required to request
to use their VA
Education
Benefits?**

Yes, the student must fill out the online certification request form in order for PPCC to submit their enrollment to VA for payment.

- The link is located at ppcc.edu/crf
- If this step is overlooked PPCC will not certify the classes.

This does not apply to students who are using Veteran Readiness and Employment benefits (VR&E) (CH31). VR&E Counselors will issue PPCC an authorization approving PPCC to submit their enrollment to VA for payment.

Only VA can answer specific questions regarding eligibility, benefits, rate of pursuit, and payment amount. To contact VA directly, please call 888.442.4551 or visit www.benefits.va.gov.



Military and Veterans Programs
PIKES PEAK COMMUNITY COLLEGE

Centennial Campus
5675 S. Academy Blvd.
Room C-222, Bldg. C,
2nd floor 719.502.4100

**Ft. Carson Army Ed
Center**
1675 Long St.
Room 118, Bldg. 1117
719.502.4200

**Peterson Air Force Base
Ed Center**
301 W. Stewart Ave. Room
112, Bldg. 1141
719.502.4300

**Rampart Range
Campus**
2070 Interquest Pkwy.
Room S-102F, Main
Bldg., 1st floor
719.502.4500

mvp@ppcc.edu

What is...

Military Tuition Assistance (TA) and the My Career Advancement Account (MyCAA) Scholarship Program?



Military and Veterans Programs
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For additional information, contact:

- Our Fort Carson office at 719.502.4200
- Our Peterson Air Force Base office at 719.502.4300
- Email mvp@ppcc.edu
- Visit www.ppcc.edu/mvp

This information provides a *general* overview of Military TA and MyCAA programs. Each military branch of service has their own requirements/limitations. If you have a question concerning a specific military branch service TA or MyCAA program, please reach out to one of the listed contacts.

- Annual TA funding amount varies by branch of service. Please speak with your branch of service education center representatives for TA funding specifics.
- TA normally funds one degree at each academic level (Associates, Bachelors, etc.) to include one certificate program. Please contact your branch of service education center for assistance determining your eligibility criteria.
- TA is approved course by course -- no credit hour minimum enrollment required.
- A certificate program can be paid for but it must be approved prior to enrollment.
- The MyCAA Scholarship funds up to \$4000 toward a two-year degree or certificate that leads to licensure or credentials required for employment in the field. AA, AS, or AGS degrees require an emphasis or designation to be eligible.
- MyCAA pays the cost of tuition ONLY it does not pay for fees and books.

**Active Duty Army soldiers using Tuition Assistance must contact the Fort Carson Military and Veterans Programs office due to the Army Ignited Tuition Assistance portal issues. TA use currently requires our office to submit the student's enrollment information under the Exception to Policy (ETP) process while the portal is off-line.
Call 719-502-4200 or email mvp@ppcc.edu for assistance.**

Program Limits:

What is the impact to a student using Military TA or MyCAA when user drops, withdraws or receives a failing grade?

Drop:

No negative impact on service member as long as the drop procedure occurs during the school's printed drop period.

Withdrawing:

Withdrawing from a class will have financial repercussions for the service member. Consult the MVP office prior to taking this step.

Failing (below "C") Grade:

Requires recoupment of tuition paid from the student. If GPA falls below a **2.0**, TA will not be approved.

Cancelled Class:

TA can be transferred to another section of the same course with the same start and end date and same method of instruction.

Co-requisite classes:

Tuition Assistance requires documentation from the MVP office prior to funding developmental co-requisite classes.

MyCAA:

Students should consult their MyCAA career counselor to discuss repercussions for either failing or withdrawing from a class.

Computer Login Information And Class Examples

LOGIN INFORMATION FOR STUDENTS



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Print, Copy & Scan

Using your Student ID badge

1. Swipe your Student ID badge
2. Select printing options

Forgot your Student ID badge?

Use keyboard on touch screen.

1. Login with your Student ID number as your username, and the last four digits of your Student ID number as your password.
2. Click on "Login" to view your print queue.

For assistance, please contact the staff at the Tech Desk in the Learning Commons or the staff in the Computer Lab.

Instructional Video



[apps.ppcc.edu/
video-manager/videos/
player/1977/](https://apps.ppcc.edu/video-manager/videos/player/1977/)

Portal my.ppcc.edu

1. Username: **Student ID number** (i.e. S00001234)
S is the only letter in your ID number. There are NO letter O's.
2. Your initial password is your birthdate MMDDYY (example: 012586).
3. Click "Submit."
4. On your very first login, you will be directed to change your password and to select and answer a security question.

Forgot your password?

1. Click on the blue "Forgot Password" link.
2. Type your Student ID number, click "Submit."
3. Answer the security question.
4. Click "Submit" and your password will be reset.
5. Return to my.ppcc.edu and log in.

Student email

Sign into the portal my.ppcc.edu (see instructions in the previous column), click on the "Student Email" icon on the top left side of the page.

Microsoft Live will come up if you have not set up your email yet. If it pops up, it will ask for your password and will request you to change it:

1. The default password is your birthday with the month spelled out with a capital first letter, your two-digit day, and your four-digit year (i.e. January051986).
2. In the second and third textboxes, type the same password you used for the portal my.ppcc.edu (see instructions in the previous column).
3. Press "Submit" and close the box that pops up.
4. Click "Student Email" icon again.
5. Choose the time zone and click "OK".

Classroom/Lab Computers

1. Your username is your **Student ID number** (do not forget the S).
2. Your initial password is Student birthdate, StudentMMDDYYYY (e.g. Student01051998).
If your name contains parts of the word student (i.e. Arthur Dent) replace the word Student with Password (i.e. Password01041998).
3. On your very first login, you will be directed to change the password.

PASSWORD COMPLEXITY:

- Minimum 14 characters.
- At least THREE of these four types of characters: UPPERCASE, lowercase, numeric, special characters !@#\$%^&*_-
- Your password cannot contain any part of your first name, middle name, last name, Student ID number, or your birthday
- Previous 20 passwords can't be used

24/7 Help Desk: 888-800-9198 • ppcc.edu/instructions-to-login

Examples of remedial/developmental classes taken online or in hybrid formats

Math																		
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	Date (MM/DD)	Location
<input type="checkbox"/>	33290	MAT	050	051	PDO	4.000	Quantitative Literacy	S	09:00 am-12:40 pm	24	20	4	10	0	10	Santi Das (P)	01/20-05/07	PDO N206
<input type="checkbox"/>	33282	MAT	050	05A	PDO	4.000	Quantitative Literacy	MW	08:00 am-10:20 am	24	13	11	10	0	10	Sharon M McPherson (P)	02/06-05/07	PDO S232
<input type="checkbox"/>	33283	MAT	050	05B	PDO	4.000	Quantitative Literacy	MW	12:00 pm-01:50 pm	24	21	3	10	0	10	Karen Diane Gulya (P)	01/16-05/07	PDO S215
<input type="checkbox"/>	33338	MAT	050	C11	PCN	4.000	Quantitative Literacy		TBA	200	27	173	0	0	0	TBA	01/23-05/06	POL CCCONLINE
<input type="checkbox"/>	33281	MAT	050	176	PRR	4.000	Quantitative Literacy	TR	07:00 pm-08:50 pm	24	16	8	10	0	10	Edward Maksimowicz (P)	01/16-05/07	PRR E114
<input type="checkbox"/>	33269	MAT	050	1H1	PCE	4.000	Quantitative Literacy	R	02:00 pm-03:50 pm	24	10	14	10	0	10	Gaurav Kumar Bhagat (P)	01/16-05/07	PA 314
C	33291	MAT	050	1N1	PON	4.000	Quantitative Literacy		TBA	24	24	0	0	0	0	Michael John Parcha (P)	01/16-05/07	PPO ONLINE
<input type="checkbox"/>	33292	MAT	050	1N2	PON	4.000	Quantitative Literacy		TBA	24	23	1	0	0	0	Karey Pharris (P)	01/16-05/07	PPO ONLINE
<input type="checkbox"/>	34963	MAT	050	57A	PPA	4.000	Quantitative Literacy	MWF	05:30 pm-08:05 pm	20	4	16	0	0	0	Navneet Paul (P)	01/16-03/12	TBA



Learning Commons

PPCC has merged **Library, Technology, and Tutoring Services** in centralized locations at each of the campuses to allow for increased efficiency and effectiveness in partnering with students to develop success strategies for lifelong learning.

What is the Learning Commons?

The Learning Commons is a cooperative learning space that encourages learning through resource exploration, academic skill development, and social connectedness.

Mission: The mission of our Learning Commons is to promote student persistence by reinforcing the importance of supplemental support, collaborative inquiry, and independent learning. Students, faculty, and staff are encouraged to take advantage of the **free** academic resources offered in Learning Commons.

Services for Students:

- Movable furniture to accommodate individuals or study groups
- Self-reserve study rooms
- Library Services (reference and resource assistance)
- Tutoring Services (math, writing, science, and other academic courses)
- Technology Assistance (D2L, personal, and borrowed devices)
- Academic Coaching
- Pre-Placement Test Assistance and Online Academic Support (EdReady)
- Learning Strategy Workshops (Reading Efficiency, Time Management, Notetaking, Test-Taking, and more)

Services for Faculty/Staff:

- Faculty and Staff Research Assistance
- Course Reserves (books, articles, artifacts, etc.)
- Interlibrary and Inter-Campus Book Loan
- Instructional Services (schedule class or group presentations)
- Technology Assistance

Hours of Operation and Locations:

Centennial Campus – A200 | Rampart Campus-N201 | Downtown Campus-N204

	Library Services	Tutoring Services
Monday-Thursday	7:30a-7:00p	9:00a-7:00p
Friday	7:30a-5:00p	9:00a-5:00p
Saturday	9:00a-2:00p	9:00a-2:00p
Sunday	10:00a-3:00p (CC only)	10:00a-3:00p (CC & DTSC Only)

* Library services/research assistance will be available at the DTSC on Mondays & Tuesdays

For more detailed information about LC services, visit the website:

ppcc.edu/learning-commons

Or contact the service areas for immediate assistance:
502-2400 (Library Services) or 502-3444 (Tutoring Services)

Student Resources

SERVICES FOR STUDENTS

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Accessibility Services

Centennial • A-115 • 719-502-3333

Downtown Studio • DO-S126 • 719-502-3333

Rampart Range • S-202 • 719-502-3333

Accessibility Services strives to create an accessible environment by providing reasonable and appropriate services and accommodations for students with disabilities. The College is committed to providing quality educational support for the diverse needs of its students.

Support services and accommodations may include:

- Computer Assistive Technology
- alternative testing arrangements
- advocacy training
- identification of strengths and weaknesses
- instruction in learning strategies
- readers/scribes for accommodative testing only
- text in alternate formats
- interpreting services (Sign Language)

Accessibility Services is available to the PCC community – students, faculty, and staff – for consultation and collaboration on disability issues.

It is the responsibility of students requesting an accommodation due to a qualifying disability to self-identify by registering with Accessibility Services, to apply for supportive services, and to furnish documentation, if requested, about the nature and extent of their disability. This information is kept confidential and will be used to plan for appropriate services and accommodations. Students must meet with their disability specialist prior to the beginning of each semester to discuss arrangements for needed timely accommodations. The College is not obligated to provide or continue to provide accommodations that are not approved by Accessibility Services.

Informing other staff or faculty does not constitute registering with Accessibility Services. Accommodation requests are evaluated individually to make a determination regarding the provision of

reasonable accommodations based on a review and analysis of documentation and circumstances.

Determination of accommodations can be an involved and lengthy process; therefore, students are encouraged to begin the Accessibility Services registration process and submit any required documentation as soon as possible. For incoming students, this should be done eight weeks prior to their first semester. For current Accessibility Services students, accommodation renewal appointments should also be made eight weeks prior to each semester to allow time to provide supported accommodations in a timely manner. Students who don't meet these timelines are still encouraged to call Accessibility Services for information or an appointment.

Proof of purchase for textbooks is required before alternate format materials can be ordered which can take up to eight weeks to receive.

It is Accessibility Services' practice to NOT support accommodations on a provisional basis. However, students who receive provisional accommodations must provide the required documentation in order to continue receiving accommodations beyond the one semester of provisional accommodations. Updated documentation may be required depending on the disabling condition, current status of the student and the student's request for accommodations.

Please note the following:

1. Accommodations will not be provided even on a provisional basis if there is no indication of a qualifying disability as determined by an Accessibility Services Accommodation Request Determination review. Also, the following may not permit the implementation of any supported accommodation(s): required course Standard Competencies; required essential job duties of an internship or practicum; or degree requirements or national technical standards. Please check with your program area regarding requesting contact information to request accommodations for any professional certification of licensure testing that is not administered by the College. Please refer to the Instructor's Notification of Accommodations (accommodations letter) for requests that are not guaranteed accommodations because they are discretionary.
2. Documentation accepted by and accommodations provided by PCC/Accessibility Services may or may not be accepted by testing agencies or other higher education institutions.
3. Accommodations provided in the academic environment may or may not be provided at internships, clinical sites, or in the workplace. Please consult with your program adviser and/or Department Chair and Human Resources at your place of work.

It is the student's responsibility to self-advocate for approved accommodations that are not being provided since accommodations cannot be provided retroactively.

All students, with or without a disability, must adhere to the Student Code of Conduct.

Assistive Technology Lab. The Assistive Technology Lab is located at the Centennial Campus. The lab utilizes computer assistive

technology such as screen readers, voice recognition, alternative input/output devices, and screen magnification. Training opportunities combining word processing and assistive technology are offered.

Interpreting Services. Interpreter, Oral, and Transliteration services are available for Deaf and hard of hearing students. Call 502-3026 or VP 358-2453 for more information.

Advising and Testing

Centennial • A-119 • 719-502-3232

Downtown Studio • S102 • 719-502-3232

Rampart Range • S-101 • 719-502-3232

Advising & Testing supports student learning by aiding students in deciding what degree or certificate they can pursue to meet their career goals; how to choose courses that provide the shortest path to their chosen goal; and if they are best prepared to start with college level course work. Advising & Testing provides students with information on transferring to 4-year schools; career readiness; faculty advising; and registering for classes. Visit our webpage at: www.pgcc.edu/advising or one of our Advising & Testing offices which are available at all PGCC campuses.

Academic Advising

- Career counseling (individual and group) to help with decision-making, goal setting, and choosing a college course of study
- Career assessments to match personal characteristics with occupational options
- Explanation of basic skills (placement test) results, and assistance in selecting the correct classes based upon a student's degree and placement results
- Information on course sequence and prerequisites
- Help in adding or dropping classes
- Assignment of a faculty advisor
- Assistance with changing a course of study or faculty advisor, www.pgcc.edu/records/change-of-major

Career Planning

- Career counseling (individual and group) to help with decision-making, goal setting and choosing a college major
- Workshops on resume writing, job search techniques, and interviewing
- Employment services to help students market themselves and find a job, www.pgcc.edu/career-services
- Information on the local labor market and planning a job search
- Career Connection online employment opportunities system (available for current PGCC students and graduates)

Testing

Centennial • A-117 • 719-502-3370

Downtown Studio • S102 • 719-502-3390

Rampart Range • S-101 • 719-502-3380

In addition to placement testing, the following testing services are offered:

- CLEP and DSST testing for college credit
- GED testing for the Colorado High School Equivalency Diploma
- Online course testing and classroom make-up testing
- Various certification exams

All new students entering English as a Second Language (ESL) must take a placement test. This test will place new students into one of three levels: basic, intermediate, or advanced. The test is available on computer at all three campuses. ESL students should call 719-502-3535 for further information.

Accommodations are available for students with documented disabilities. Contact Accessibility Services to make arrangements for accommodated testing. 719-502-3333.

Please call any of the Testing Centers for additional information.

Career and Retention Services

Centennial • A-316 • 719-502-2360

Downtown Studio • D0-S126 • 719-502-2360

Rampart Range • S-207 • 719-502-2360

The Career and Retention Services department offers a variety of services to support student success at PGCC. Whether you're a new or currently enrolled student, you can meet with one of our Success Coaches to receive detailed information on PGCC services and referrals to campus and community resources.

Listed below are just some of the resources we can assist with and refer PGCC students to:

- Connections to community agencies
- Food
- Job searches
- Mentoring
- Navigating PGCC
- Technology
- Transportation
- Tutoring
- and more...

Please visit our website at www.pgcc.edu/retention-services for available walk-in times and campus locations to meet with a Success Coach or please call our office at 719-502-2360 to schedule an appointment.

Child Development Centers

Centennial • 719-502-2323

Rampart Range • 719-502-2424

www.pgcc.edu/cdc

The Child Development Centers located at the Centennial and the Rampart Range Campuses offer comprehensive educational childcare services for children age six weeks to five years in infant, toddler, and preschool programs. Children participate in art activities, science, math, music, creative play, language arts, and outdoor play. Hours of operation are Monday – Friday from 7:15 a.m. to 5:30 p.m.

The CDC's are licensed by the Colorado Department of Human Services, a Quality Level 4 rating from Colorado Shines and are accredited by the National Association for the Education of Young Children. The Centers are staffed by certified early childhood teachers who are assisted by student staff teacher aides. The Centers serve as a practicum site for students enrolled in the Early Childhood Education Program.

Children of Pikes Peak Community College students, staff, and faculty are eligible to enroll. Cost of childcare is on an income-based sliding scale; other financial assistance may be available. Community families are welcome to enroll on a space available

basis and are not eligible for the sliding scale. Advance registration is required for all programs. Some classrooms may have a waiting list. The waiting list form can be completed online at www.pgcc.edu/cdc.

Computer Labs

Centennial • 719-502-2442

Downtown Studio • 719-502-2443

Rampart Range • 719-502-2408

ITSS computer labs at the Centennial, the Downtown Studio and Rampart Range campuses are available to students, faculty, and staff. ITSS computer labs are also open evenings and weekends to provide students with extended access to technology resources. Hours of operation vary by semester and by campus, so please call 719-502-2442 for current lab hours or visit www.pgcc.edu/computer-services/.

Lab staff is available to assist students, faculty, and staff with questions and/or problems in the computer labs. Students seeking tutoring services should contact the Learning Commons - Tutoring at 719-502-3444.

Centennial Campus Computer Lab. Located in room A-300, the computer lab at Centennial campus has 130 computers including both PCs and Macs. The Centennial Campus computer lab includes a multimedia area available for students emphasizing Multimedia Graphic Design (MGD) and Computer Aided Drafting and Design - Mechanical programs. This area of the lab is available for all students, faculty, and staff with preference given to those students currently enrolled in MGD and CAD classes.

Downtown Studio Campus Computer Lab. Located in room DO-S207, the lab is equipped with 20 computers including both PCs and Macs. Access to the Internet, as well as the instructional network, is provided to assist students with their coursework.

Rampart Range Campus Computer Lab. Located in room E-203, this computer lab is equipped with 33 computers including both PCs and Macs. Each computer has access to the Internet, as well as the instructional network, is provided to assist students with the completion of coursework.

Copy Center

Centennial • C-101 • 719-502-2111

Services are available to students, faculty, and staff for both personal and work-related jobs. The Copy Center is open Monday through Friday, 8:00 a.m. to 5:00 p.m. and offers black and white copies and transparencies; color printing; color banners and posters; design, layout, and production services; folding, binding, padding, and hole punching.

Department of Campus Police

Centennial • A-100 • 719-502-2911

Downtown Studio • DO-S101 • 719-502-2911

Rampart Range • N-106 • 719-502-2911

The Department of Campus Police is located at all campuses. The officers at all campuses can be reached via telephone at 719-502-2911. Emergency calls should be directed to 719-502-2911. The Department of Campus Police is staffed by 17 state certified peace officers. All PGCC Campus Police officers are commissioned State peace/police officers. They have full police authority and

function the same as any other law enforcement agency in the State of Colorado and on College property.

Information Technology Support Services

Centennial Main Office • B-201 • 719-502-4800

Centennial Computer Lab • A-300 • 719-502-2442

Downtown Studio Computer Lab • DO-S207 • 719-502-2443

Rampart Range Computer Lab • E-203 • 719-502-2408

The Information Technology Support Services (ITSS) division provides a wide variety of technology services to the College, as well as limited service to the Colorado Community College System and other State entities. Our services span desktop-to-server-to-mainframe computing, networks, telecommunications, Internet connectivity, administrative and academic systems, security, instructional technology, computer labs, plus many support services.

ITSS works with College divisions and departments to develop and implement new systems and technologies. At the same time, we provide quality service and support to all members of the College community.

ITSS provides current students with an account on the instructional network and an e-mail address accessible via the Internet.

Classroom and lab computers are networked with access to the Internet and the instructional network. Each full-service campus has its own local area network (LAN). All campus LANs are linked via redundant fiber optic connections to provide students, faculty, and staff with the ability to seamlessly access data from any campus. Regular backups are performed to ensure that coursework and other data are recoverable in the event of a disaster.

Wireless Access. Wireless access to the Internet is available across all areas of the Centennial, Downtown, and Rampart Range Campuses.

IT Service Desk. The IT Service Desk is located in room B-201 at Centennial Campus and is open Monday-Friday from 8:00am to 5:00pm and Fridays from 9:00am to 5:00pm. The help desk can be reached 24/7 via telephone at 1-888-800-9198 or online at help.pgcc.edu/.

Learning Commons - Tutoring

Centennial • A200 • 719-502-3400

Downtown Studio • DO-N204 • 719-502-2318

Rampart Range • N200 • 719-502-2318

www.pgcc.edu/learning-commons/tutoring

The mission of our Learning Commons is to promote student persistence by reinforcing the importance of supplemental support, collaborative inquiry, and independent learning. Students, faculty, and staff are encouraged to take advantage of the free academic resources offered in Learning Commons. Tutoring resources include the following:

- Drop-in and appointment-based tutoring for many subjects, including math, writing, and sciences
- EdReady, a free personalized learning resource to help students strengthen math and writing skills
- College Success Workshops

- Fellows Tutoring, embedded tutoring support in certain STEM and writing intensive courses
- Live and asynchronous online writing support

Students seeking tutoring and other academic support services should:

- Follow the course sequence outlined by their academic advisor (tutoring does not take the place of prerequisite courses)
- Attend classes, participate and engage with the academic material
- Come to sessions prepared with all relevant course material including notes, textbooks, and assignment descriptions

Schedules for all services are available on the Learning Commons website. In person tutoring sessions are drop-in and appointment-based, while online serves are drop-in or asynchronous. More information about tutoring services at the Learning Commons can be found on our website.

Library

Centennial Learning Commons • A-200 • 719-502-2400

Rampart Range • N-201 • 719-502-2440

www.pgcc.edu/library

The Library provides a supportive learning and study environment at the Centennial Learning Commons and the Rampart Range Campus Library. Services provided at both locations include research assistance and workshops, study rooms, computer access and interlibrary loan. Research assistance is available at the Downtown Studio Campus two days/week. Resource materials include electronic databases, 150,000+ eBooks, online subject-specific research guides, print books and magazines, DVD's, audio books. Electronic resources are available off-campus.

Reference and Research Service

Our professional reference librarians serve as information guides to help students, faculty, staff, and community users find their way to the most relevant sources, whether using databases, the web, or print resources. The reference staff also provides research instruction to classes, creates online research subject guides and videos. Reference librarians and peer research tutors are available for research assistance in-person, virtual chat, texting, email and by phone.

Ombuds

Centennial • A-324 • 719-502-2012

The PGCC Student Ombuds is a neutral person available to assist students who are seeking resolution to problems or concerns relating to their educational experience at PGCC. The Ombuds can help students navigate college organizational structure and bureaucracy and assist with understanding of policies and procedures. For additional information call 719-502-2012 or email ombuds@pgcc.edu.

Records

Centennial • A-107 • 719-502-3000

Downtown Studio • DO-S100 • 719-502-3000

Rampart Range • S-102 • 719-502-3000

All records of enrollment at PGCC are kept in the Student Services Centers. Transcripts are available upon request within certain timelines, normally one to three days for processing. Transcripts are not released without the student submitting a transcript request form and will not be released until all accounts with the

College are current. Students may view their records and ask to have information corrected or kept private. Transcript request instructions can be found online at www.pgcc.edu/records/request-transcripts.

The College releases directory information upon legitimate request. Directory information is defined as a student's name, semesters attended, most recent previous school attended, major field of study, and degrees and awards received. To keep this information private, students may file a written request with the Student Services Centers. The form is located at www.pgcc.edu/records.

All students attending classes at PGCC are assumed to be independent, and therefore, information, other than directory information, is not provided to parents or other persons or agencies unless the student authorizes the release of data by completing the FERPA Student Consent form.

No transcript or information other than that listed above is normally released to the public without written consent that specifies the information to be released. The College releases records and accounts to appropriate U.S. government representatives in compliance with federal statutes. In addition, certain state officials may lawfully be entitled to information from student records.

Information concerning the Family Educational Rights and Privacy Act is available in the Students Services Centers and online at www.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

All application/records materials become property of PGCC when submitted to the institution.

Southern Colorado Educational Opportunity Center (SCEOC)

Centennial • A-110 • 719-502-3028

The SCEOC helps low-income or first-generation college students. Services include help with completion of financial aid and admission applications, guidance in selecting a college, and information about current scholarships as well as online scholarship searches, federal tax preparation, career counseling, testing, and workshops. All services are free.

The Counseling Center

Centennial • A-141

Downtown Studio • DO-S126a

Rampart Range • N-107c

Between classes, work, family, finances and regular life events, college students encounter a great deal of stress over the course of their education. While most students cope successfully with the demands of college life, for some the pressures can at times become overwhelming and unmanageable. At those times, The Counseling Center is here to help. We have licensed counselors who provide confidential counseling sessions, intervention and support, and referrals to campus and community resources as well as for ongoing counseling and Mental Health care.

To reach our Counselors call 719-502-4782. If you or another person experiences a mental health crisis or other emergency outside of normal business hours, call Campus Police at 2911 from campus. If you are off campus go to your nearest Emergency Room or dial 911.

As always, if you are on campus and experience or observe a dangerous situation call Campus Police at 2911.

Online resources are also available at www.ulifeline.org/, an anonymous, internet-based resource that provides students with non-threatening and supportive links to information and resources, and information regarding stress, pressures of college life, depression or mental illness and more. ULifeline was created by students for students with the support of the JED Foundation and under the supervision of respected mental health professionals (adapted from www.jedfoundation.org retrieved January 2007).

Important Note: By acting as a resource broker for the aforementioned services (i.e. counseling, treatment, re-entry programs and rehabilitation services), the State of Colorado, the State Board for Community Colleges and Occupational Education (SBCCOE), Pikes Peak Community College and its former and current employees assume no responsibility/liability for the services (or lack thereof) provided by the referred agency or agencies.

Pikes Peak Community College, the State of Colorado, the State Board for Community Colleges and Occupational Education (SBCCOE), and its former and current employees are not responsible for any content on ULifeline's website that is posted outside of PPCC's dedicated web space.

TRIO Student Support Services

Centennial • A-130 • 719-502-3222
Downtown Studio Campus • DO S126
Rampart Range Campus • S-102f

www.ppcc.edu/student-support-services

The TRIO Student Support Services Office is available to help low income and first-generation students graduate and transfer to a four-year college and all of our services are FREE.

Student Support Services offers the following services to program participants:

- One-on-one tutoring in multiple subjects, including math
- Assessment of learning strategies and study skills
- Customized study skills help
- Academic and career planning
- Four-year college university campus tours and transfer advising
- Professional and peer academic mentoring
- Scholarship and financial aid searches
- Financial and economic literacy workshops
- Pre-semester conferences and workshops

We serve a limited number of students every year and we invite you to apply. You can pick up an application at our Centennial Campus office or download from www.ppcc.edu/student-support-services.

Requirements

U.S. Citizen or legal permanent resident, low-income, First Generation, have a disability, or are a Veteran.

Visitation Program (Four-year Colleges & Universities)

All Campuses • 719-502-3232

Representatives from four-year schools regularly visit Pikes Peak Community College to meet with students who plan to transfer after receiving an Associate's Degree from PPCC. The schedules are available online.

TRIO Student Support Services (SSS)

Who is

TRIO STUDENT
SUPPORT SERVICES (SSS)

at PPCC?

Mission

To empower first generation students, low-income students, and students with disabilities to persist, graduate, and transfer by providing comprehensive and personalized services.

Eligibility

Students must be one or more of the following:

- Low income
- First generation (neither parent has received a bachelor's degree)
- Have a documented disability

TRIO Student Support Services is a federally funded grant program through the U.S Department of Education.



Photo by PPCC student Sondra Glovan

How we support our students

- One-on-one math tutoring
- Academic advising/course selection
- Scholarship assistance
- Career exploration and writing assistance
- Four-year transfer assistance and campus visits
- Social and cultural events

Hours and Locations

Centennial Campus
Room A130

Mon.-Fri. | 8 a.m.-5 p.m.

After 5 p.m. by appointment only.

Rampart Campus
Room S102i

Wed. | 8 a.m.-5 p.m.

Contact Us »

carrie.riffie@ppcc.edu
719.502.3222



**PIKES PEAK
COMMUNITY
COLLEGE**

**Pikes Peak Community College
TRIO Student Support Services
Participant Application**

TRIO
STUDENT SUPPORT SERVICES

TRIO Student Support Services (TRIO SSS) is federally funded to provide support for students who are first-generation, low-income, veterans, and/or who identify as having a disability.

The information you provide is CONFIDENTIAL.

Our program serves a limited number of students every year who meet at least one of the above qualifications.

Application does not guarantee acceptance. In order to be considered, you **must**:

- Provide this application, **fully completed**
- Provide an attached copy of your latest 1040 income tax form (first two pages) or your FAFSA Student Aid Report

Once we receive your application and proof of income, we will contact you to schedule an intake appointment.

Note: if you miss your intake appointment, you may reschedule it once. If you miss both appointments, you will no longer be considered for acceptance into our program.

If you have any questions, contact us at the TRIO SSS office:

719-502-3222

Centennial Campus room A-130

PART 1: PERSONAL DATA

PPCC student ID# _____

Last name: _____ First name: _____ MI: _____

Address: Street/P.O. Box: _____ City: _____

State: _____ Zip Code: _____

Home phone: _____ Cell Phone: _____ Work Phone: _____

PPCC e-mail address: _____

(You will be contacted through your e-mail, mailing address, and phone number to notify you of upcoming events and workshops with the program)

Birth date (MM/DD/YYYY): ____/____/____

Gender: ☐ Male ☐ Female

PART 2: FAMILY STATUS

☐ Single

☐ Married

☐ Divorced

☐ Separated

☐ Widowed

PART 3: ETHNIC GROUP

Are you Hispanic/Latino? ☐ Yes ☐ No

Please select any additional ethnicities that apply:

☐ American Indian/Alaskan Native

☐ Black/African American

☐ Native Hawaiian/Other Pacific

☐ Asian

☐ White/Caucasian

Islander

PART 4: CITIZENSHIP

Are you a U.S. citizen? ☐ Yes ☐ No

If "No," are you an eligible non-citizen (to learn about what this is, visit <https://studentaid.gov/help/eligible-noncitizen>)?

☐ Yes ☐ No

Alien Registration Number: _____

PART 5: EDUCATIONAL INFORMATION

Are you a high school graduate? ☐ Yes ☐ No ☐ GED, Year Received _____

Are you a Veteran? ☐ Yes ☐ No

Do you have a prior degree? ☐ Associate ☐ Bachelor's or higher ☐ No

Have you been out of school for more than 5 years? ☐ Yes ☐ No

PART 6: DISABILITY VERIFICATION

Do you have any **documented** physical and/or learning disabilities? ☐ Yes ☐ No

PART 7: FIRST-GENERATION VERIFICATION

Does your mother have a bachelor's degree or higher? ☐ Yes ☐ No

Does your father have a bachelor's degree or higher? ☐ Yes ☐ No

PART 8: OTHER PROGRAM PARTICIPATION

Are you currently a participant in any of these other PPCC TRIO programs?

☐ Educational Opportunity Center

☐ Veterans Upward Bound

PART 9: FINANCIAL AID STATUS

☐ I have applied for financial aid.

☐ I have not applied for financial aid.

☐ I have been approved for financial aid.

☐ I have not heard from the financial aid office.

☐ I am on financial aid probation or suspension.

PART 10: PARTICIPANT AGREEMENT & RELEASE OF INFORMATION

I understand that application into this program **does not assure acceptance** into the program. _____ (initial)

I understand that I must maintain a **minimum** GPA of 2.0 to remain a participant in this program. _____ (initial)

I authorize the TRIO Student Support Services (TRIO/SSS) staff to gather information concerning all my academic progress (placement test scores, GPA, earned credits, transcripts, tutoring, etc.) and financial aid status prior to my acceptance in the program. _____ (initial)

I agree to attend the next scheduled **TRIO/SSS Conference** within the first year of joining the program. _____ (initial)

As a participant in this program, I understand that I will be required to have three TRIO “contacts” (meetings with a TRIO advisor and/or TRIO-facilitated workshops and activities) every semester that I am taking classes. _____ (initial)

I am aware that personal information provided to the TRIO/SSS will be protected under the Federal Education Rights & Privacy Act (FERPA) of 1974. I authorize **TRIO/SSS to use my image or likeness on social media and other forms of media.** _____ (initial)

AFFIDAVIT OF TRUTH STATEMENT

The information provided on this form is, to the best of my knowledge, accurate and true.

I understand that this authorization is valid for the duration of my enrollment as well as for five (5) years after I cease to be enrolled as a student.

Student Signature: _____

Date: _____

