



EL CAMINO COLLEGE ACADEMIC RESOURCES & SUPPORT PROGRAMS

PROGRAMS/ SERVICES	SERVICES PROVIDED	LOCATION/ TELEPHONE NO.
ADMISSIONS AND RECORDS	Assist students with applications, residency, veteran services, transcripts, graduation intents, petitions	Student Services Center, 101 (310) 660-3593 x3414
ASSESSMENT/ TESTING	Placement testing for English, Math, and ESL offered on a drop-in (first-come, first-served) basis.	Student Services Center 217 (310) 660-3593 x3405
ASSESSMENT, INTERVENTION, and MANAGEMENT of SAFETY (AIMS) TEAM	A multidisciplinary campus threat assessment and behavioral intervention team that guides the campus community in effectively assessing and addressing threatening and/or concerning behaviors. Assists the campus in intervening before behaviors reach a critical level.	Email: aimsteam@elcamino.edu
BASIC SKILLS STUDY CENTER	Provides individualized computer-assisted instruction in basic reading and math.	Learning Resources Center, 2nd Floor (310) 660-3593 x3511
BOOKSTORE	Purchase books, study aids, gift items, supplies.	North side of campus, Manhattan Beach. Blvd. (310) 660-3593 x3380
CAMPUS POLICE	Provides law enforcement services to the El Camino College Community.	Crenshaw/Redondo Beach Blvd.-Parking Lot K (310) 660-3593 x3100
CAREER CENTER	Provides career counseling, workshops, assessment and resources.	Student Services Center, 1st Floor inside Counseling Office (310) 660-3593 x6137
CAREER & TECHNICAL EDUCATION PROGRAM (CTE)	Provides services for technical education and women in non-traditional careers linking employers with students seeking high skill and high wage jobs.	Industry Technology Education Center ITEC 102 (310) 660-3600
CASHIER'S OFFICE	Pay fees, obtain class printouts, pay for parking & pick up permit, pay for ASB sticker.	Southeast Corner of Bookstore (310) 660-3593 x3142
CHILDHOOD EDUCATION DEPARTMENT	Student support services for TNF/CalWORKs students who need to obtain their permits for career advancement and/or placement.	Art Behavioral Sciences (ARTB) 311 (310) 660-3593 x3755
COMMUNITY EDUCATION	Provides a variety of short-term, not for credit day, evening & weekend classes for the community.	(310) 660-6460 www.ecommunityed.com
COUNSELING SERVICES	Academic counseling for matriculation, career and transfer. To schedule an appointment call (310) 660-3593 x3458 On-Line Counseling.	Student Services Center, 1st Floor (310) 660-3593 x3458 www.elcamino.edu/counseling
DISTANCE EDUCATION	On-line courses offered in a variety of subject areas.	Schauerman Library, East Basement, Room 76 (310) 660-3593 x6453
EOPS/ CARE/ CalWORKs	Provides social, economic and educationally disadvantaged students with support services. CalWORKs: Child care assistance, educational and career counseling, employment retention skills, job development.	Student Services Center 203/205B (310) 660-3593 x3466 or x6057
FINANCIAL AID	Financial aid programs offered and funded by government, including grants, work-study, scholarships; workshops and advising are available.	Administration Building 138 (310) 660-3493
FINANCIAL AID LAB	Assistance completing financial aid application and checking financial aid status.	Student Services Center, 204G (310) 660-3493
FIRST YEAR EXPERIENCE (FYE)	Assists first year students with support services, develop student and peer relationships and linked courses, counseling and early registration.	Student Services Center 204, 2nd Floor (310) 660-3593 x6936
FOSTER AND KINSHIP EDUCATION PROGRAM	Provides classes and resources for the foster community.	Student Services Center 204E (Inside FYE) (310) 660-3593 x3585
HEALTH CENTER	Provides students with first aid, health counseling, referrals, and educational materials.	South side of campus next to Pool (310) 660-3593 x3643
HONORS TRANSFER PROGRAM	Designed to better prepare the highly motivated student to transfer successfully.	Student Services Center 102F (310) 660-3593 x3815
INTERNATIONAL STUDENT PROGRAMS (ISP)	Assists F-1 VISA students adjust to life in the United States and complete their educational and career goals.	Student Services Center 101D (310) 660-3593 x3431 www.elcamino.edu/academics/is
LEARNING COMMUNITIES	"Linked" Learning Communities are two classes with the same group of students in both classes, based on a common theme and coordinated curriculum.	Student Services Center 204 (310) 660-3593 x6936
LEARNING RESOURCE CENTER	Houses an extensive media collection to supplement academic instruction.	Schauerman Library, 2nd Floor (310) 660-3593 x3511
TUTORIAL PROGRAM	Provides free drop-in tutoring for students in various academic subjects.	Learning Resource Center, 2nd Floor (310) 660-3593 x3511
LIBRARY	Books, reference materials, periodicals, library databases available to students with valid ID card.	Schauerman Library (310) 660-3593 x3519
LMTCC COMPUTER COMMONS	Central computer facility serving students in academic programs.	Schauerman Library-East Lower Level (310) 660-3593 x6715



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MATH PLACEMENT TEST & PREPARATION / JUST IN TIME TUTORING	In person tutoring during peak times and free access to MyMathTest.com to prepare for the math placement test.	Student Services Center 217 (310) 660-3405 www.elcamino.edu/academics/mathsciences/MathPlacementtest_practice.asp
MATH STUDY CENTER	Math students are provided assistance through computerized tutorial programs and one-on-one tutoring.	Math Business Allied Health (MBA), 119 (310) 660-3593 x6591
MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) PROGRAM	Academic program supports students pursuing math, engineering or science degrees. Offers assistance with the transfer process and obtaining internships and scholarships.	Manhattan Beach Blvd Modules (MBBM), 135 (310) 660-3593 x3887
MUSIC LIBRARY	Printed music, sound recordings, practice rooms, DVD's, laserdiscs available for student use.	Music Building (MU) 126 (310) 660-3593 x3722
OUTREACH & SCHOOL RELATIONS	Outreach office is a clearinghouse for all recruitment activities in the local high schools and community.	Student Services Center 206 (310) 660-3593 x5487 www.elcamino.edu/student-services/outreach/
OFFICE OF STAFF & STUDENT DIVERSITY	Receives, investigates, compiles reports and makes recommendations for the resolution of both employee and student discrimination and sexual harassment complaints.	Administration Building, 210 (310) 660-3593 x3813
PROJECT SUCCESS	A variety of support services are offered for at-risk students, including academic counseling, pre-registration workshops, mentoring, cultural and university field trips, book loans, scholarships, and academic courses.	Student Services Center 104G (310) 660-3593 x6037
PUENTE PROJECT	Support services including English instruction, mentors and counseling help prepare the Puente student to transfer to 4- year universities and colleges.	Student Services Center 108F (310) 660-3593 x3403
READING SUCCESS CENTER	Provides students with reading support and assistance with assignments in any course.	Schauerman Library-East Basement E36 (310) 660-3593 x6729
SCHOLARSHIP OFFICE	Provides information, scholarship applications, and scholarship resources.	Administration Bldg. (ADM) 119 (310) 660-3593 x6149
SPECIAL RESOURCE CENTER	Provides services to assist students with disabilities in their pursuit of a post-secondary education and perform on an equal basis with non-disabled students in an integrated campus setting.	Southeast wing of the Student Services Center (310) 660-3593 x3295
STUDENT ATHLETE INDEPENDENT LEARNING (SAIL)	Providing the skills needed to balance academics and athletics through workshops, registration assistance, and tutoring for student athletes.	Student Services Center 104C (310) 660-3593 x3531
STUDENT DEVELOPMENT	Services include advisement of various student organizations and clubs, housing referral, overseeing the use of the Activities Center and Game Room and issuing ECC student ID cards.	Student Activities Center (310) 660-3593 x3500
STUDENT GRIEVANCES	Assists students with matters related to student rights & grievances involving informal and formal complaints and grievances; in consultation with student(s), makes recommendations and referrals to campus and community resources when appropriate.	Student Services Center, 200 (310) 660-3593 x6755
STUDENT JOB LISTINGS	Access from any computer using a current ECC ID number via your MyECC login. Job listings are entry level to full time career positions and are submitted to El Camino College by employers who want to hire ECC students.	Counseling & Student Success Student Services Center, 101 (310) 660-3593 x3442
STUDENT SUCCESS PROGRAM	Matriculation helps students define and achieve their academic goals; SSP helps at-risk students to return to good academic standing.	Student Services Center, 104H (310) 660-3593 x6011 or x6033
SUPPLEMENTAL INSTRUCTION (SI)	Provides students with additional academic assistance through student lead study groups. Improves course understanding and student performance.	Math Business Allied Health (MBA) 329 (310) 660-3593 x3612
TEACHER RESOURCE ROOM	Teacher resource and materials for working and prospective preschool and elementary teachers.	Art Behavioral (ARTB) 313
TRANSFER CENTER	Activities and services offered to students to assist in transferring successfully to the four-year college or university of their choice.	Student Services Center, 1st Floor (310) 660-3593 x3408
VETERAN'S OFFICE	Provides veterans with assistance in obtaining education benefits paid by the Veterans Administration.	Admissions Office, Student Services Center 105 (310) 660-3593 x3486
VETERAN'S RESOURCE CENTER	Provides veterans with a quiet place to study, network with other veteran students and other select services.	Admissions Office, Student Services Center 105A (310) 660-3593 x3486
WOMEN IN INDUSTRY & TECHNOLOGY (WIT)	Empowers women for economic success by pursuing high skill-high wage majors and career fields in Industry & Technology.	Industry Technology Education Center ITEC 109 (310) 660-3593 x6780
WRITING CENTER & COMPUTER LAB	Provides drop-in tutoring for students enrolled in English composition or other classes in need of assistance in writing assignments.	Humanities Bldg. (H) 122 (310) 660-3593 x3873