

College Resources

Olympic College provides many resources to enhance learning and increase the chances of success while at the college. Students can take advantage of these services to help with access to the college, studying, tutoring, career planning, and other educational support.

Access Services for Students with Disabilities

It is the policy of Olympic College to ensure qualified students with disabilities an equal opportunity to access the benefits, rights, and privileges of college programs and activities. Any student with a permanent or temporary disability is encouraged to contact the office of Access Services to discuss appropriate accommodations and facilitate individual educational opportunities. Olympic College faculty, staff, and administrators recognize their responsibilities to students with disabilities in compliance with the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and the Washington State Core Services Bill, RCW 28B.10.910 through 28B.10.914. Beyond these legal obligations, however, the college community seeks to foster an environment that welcomes the full participation of persons with disabilities.

Students wishing to request accommodations for a disability will need to:

- Identify themselves to Access Services staff as a student with a disability
- Present formal, written documentation of the disability (documentation standards are available online at www.olympic.edu/AccessServices or through the office of Access Services)
- Schedule an intake appointment with the Access Services Director
- Request services early (at least four weeks prior to need is recommended)
- Meet and maintain academic standards

Services and accommodations are provided on an individually determined basis and may include registration assistance, note-taking, sign language interpreters, materials in alternate format, test accommodations, specialized equipment and adaptive technology.

For information, contact:

Access Services

OC Bremerton: Humanities and Student Services Bldg, Rm 204
360.475.7540 or 360.475.7543 TTY,
360.475.7436 FAX

OC Poulsbo: 369.475.7540

OC Shelton: 800.259.6718 Ext. 7540

www.olympic.edu/AccessServices

Adaptive Technology

Olympic College offers adaptive technology for students with disabilities and provides instruction in a variety of specialized computer programs, and devices to facilitate equal access to computing resources.

Adaptive technology course offerings include voice recognition, voice output, screen magnification, Braille translation and printing, and one-handed keyboarding. Courses are published in *The View* quarterly class schedule under "Business Technology," and tutoring is available.

For information, contact:

Adaptive Technology

OC Bremerton: Business and Technology Computer Lab, BUS-100
360.475.7510 or 360.475.7546
360.475.7543 TTY, 360.475.7491 FAX

OC Poulsbo & OC Shelton: 360.475.7546

www.olympic.edu/Students/StudentServices/Tutoring/Adaptive+Lab.htm

Admissions and Institutional Outreach

The Admissions Office is the first point of contact for prospective students and the place to submit an application for admission.

Prospective students will receive personalized admission packets, academic and professional/technical program information, and an OC catalog. Information on new student advising appointments, pre-entrance assessment and new student orientation is included. Campus tours are available upon request.

The Admissions Office coordinates and provides outreach support to community groups and events, visits high schools and educational fairs, and provides personal or group tours of college campuses. Admission services and information are available at the registration offices at OC Poulsbo and OC Shelton.

For information, contact:

Admissions and Institutional Outreach

OC Bremerton: Humanities and Student Services Bldg, First Floor
360.475.7479, 360.475.7202 FAX

www.olympic.edu/Admissions

Advising Services

Advising is an important part of a successful learning experience. This on-going and purposeful process addresses the overall quality of a student's experience and encompasses areas that impact student success. Academic advising includes a continuum of services, which focus on exploring career and life goals and developing a relevant educational plan.

For information, contact:

Advising Services

OC Bremerton: Advising Center, Humanities and Student Services Bldg, Rm 203
360.475.7230

OC Poulsbo: 360.394.2725

OC Shelton: 360.432.5400

E-mail: GetAdvice@olympic.edu
www.olympic.edu/Advising

Assessment and Testing Services

Assessment and Testing Services administers a variety of tests and assessments to help students meet college or program requirements. A number of services are offered including:

- Accuplacer Assessment
- OC Make-up Testing
- OC Access Testing
- Standard GED Testing
- Accommodated GED Testing
- Proctoring Services
- Computer-Based Industry Certification Exams

Some tests and assessments require appointments and fees to administer. Not all services are available at OC Poulsbo and OC Shelton campuses. Check with specific campuses or go online to find a complete list of services and fees.

For information, contact:

Assessment and Testing Services

OC Bremerton: Humanities and Student Services Bldg, Rm 222
360.475.7238, 360.475.7470 FAX

OC Shelton: 360.432.5400

OC Poulsbo: 360.475.4238

www.olympic.edu/Students/TestingCenter

Basic Studies

Adult Basic Education (ABE) and General Education Development (GED) Prep

Students can get information to take courses in ABE and GED Preparation. Courses are non-credit and are intended for those who want to develop the reading, writing, and math skills needed to pass the GED test or to begin college-level work or training. An orientation session that includes placement tests is required before registration. Students under 19 years old must provide a "High School Release" form.

For information, contact:

Basic Studies (ABE/GED/I-BEST)

OC Bremerton: Humanities and Student Services Bldg, Rm 223
360.475.7550, 360.475.7508 FAX

OC Shelton: Donna Pedersen, Program Coordinator, 360.432.5471

GED: 360.475.7538

Integrated Basic Education and Skills Training (I-BEST): 360.475.7408.

English to Speakers of Other Language (ESOL)

English to Speakers of Other Languages is intended to help non-native English speakers learn how to read, write, speak and understand English for personal, academic, or employment reasons. Beginning through advanced ESOL classes are offered (classes are non-credit). An orientation session that includes a placement assessment is required before registration. Students under 19 years old must provide a "High School Release" form.

For information, contact:

ESOL

OC Bremerton: Humanities and Student Services Bldg, Rm 223
360.475.7278, 360.475.7845 FAX

OC Shelton: Donna Pedersen, Program Coordinator, 360.432.5471

www.olympic.edu/ESL

Bookstore

OC Campus Bookstores

The OC campus bookstores offer professional staff, an inventory of academic supplies, and services. In addition to textbooks, the bookstore also offers textbook buybacks at the end of each quarter (dates are available on the bookstore webpage). The OC bookstores are self-supporting (no state funds are used to finance operations) and dedicated to meeting the needs of students.

Textbooks for all OC Bremerton campus courses may be purchased at the bookstore located next to the Bremer Student Center at OC Bremerton. Textbooks for OC Shelton and OC Poulsbo courses may be purchased at those locations. Textbooks can also be ordered online at <http://ocbookstore.com>.

For information, contact:

OC Bookstores

OC Bremerton, OC Poulsbo, OC Shelton:
360.475.7420, 360.475.7427 FAX

www.olympic.edu/CampusResources/Bookstore

Career Center

Career and Student Employment Services

Students have found Career and Student Employment Services beneficial in assisting with their career or employment decision making process. Services include annual career events, career resources and assessments, help with preparing for the job search, and on- and off- campus employment opportunities, including federal work-study, state work-study, regular student employment, and direct referrals to employers posting jobs with the Career Center.

Cooperative Education and Internships

A work-integrated learning program that uses a community site or workplace to provide students with supervised learning experiences in an employment setting that relates to their educational and/or career objectives. Students can earn college credit for working through co-op, internship and community volunteer service positions as well as on-campus and off-campus employment, including work-study. An online database is available with listings. To get tips for internships and volunteer experiences, visit www.olympic.edu/Internship.

For information, contact:

Career Center

OC Bremerton: Humanities and Student Services Bldg, Rm 205
360.475.7480

OC Poulsbo: 360.475.7480
OC Shelton: Rm PA 4, 360.432.5431

E-mail: CareerCenter@olympic.edu
www.olympic.edu/CareerCenter

College Success and Transitions

The Transitions and College Success program provides information and services for OC students. Activities, special events and classes are presented throughout the academic year to support college success. The advisors, counselors and office staff serve as a resource to meet the education-related needs of students.

College Success Courses:

- General Studies 101 Orientation to College (1 credit)
- General Studies 105 Strategies for Academic Success (2 credits)
- General Studies 140 Career Planning/Life Exploration (1 credit)

For information about these and other courses visit: www.olympic.edu/ForStudents/GeneralStudies

For information, contact:

Advising & Counseling

OC Bremerton: Humanities and Student Services Bldg, Rm 203
360.475.7230 or 360.475.7530

E-mail: advisingcenter@olympic.edu or counselingservices@olympic.edu

Keys to College and Career

"Keys to College and Career," is the Washington State Life Transitions Program offered as a 7-credit learning community at OC. For information, contact:

Keys to College and Career

OC Bremerton: Humanities and Student Services Bldg, Rm 203
360.475.7498

Counseling Services

Counselors provide a variety of services designed to help students address issues that can impact college success.

Services include assistance with career planning and decision-making, help with academic and transfer decisions, and personal counseling. Counselors also advise Olympic College Adult High School Diploma students and provide consultation and referral for on- and off-campus resources. Workshops and classes are offered district-wide every quarter except during summer session and include such topics as:

- Self-esteem
- Career planning
- Test anxiety
- Stress management
- Graduation planning

For information, contact:

Counseling Services

OC Bremerton: Humanities and Student Services Bldg, Rm 203
360.475.7530

www.olympic.edu/CounselingServices

Continuing Education

Through Continuing Education, OC offers a wide variety of professional development non-credit courses, including Sustainable Building Advisor Certificate, LEED exam prep, CEUs for Licensed Massage Practitioners, Chemical Dependency Professionals and teachers, Certified Medical Assistant exam prep, Medical Billing and Coding exam prep, and computer applications. Personal enrichment courses include art & photography, lectures, children & youth, and foreign languages. Small business courses include, Developing a Business Plan and Quickbooks for Business.

OC also offers a range of non-credit online courses from which to choose at www.olympic.edu/ContinuingEducation/Online. Programs include Project Management, Certified Bookkeeper, HIV/AIDS, Spanish for Your Job, as well as classes in computer applications, business administration/management, design and new media certification programs, entrepreneur/business, healthcare, legal, personal enrichment, test prep, and writing. Students can learn in the comfort of their home or office and at a time that works best for them.

For information, contact:

**Continuing Education
Kitsap County – OC Bremerton &
OC Poulsbo:** 360.475.7786

Mason County – OC Shelton: 360.432.5400

E-mail: ContinuingEd@olympic.edu
www.olympic.edu/ContinuingEducation

Food Service

OlympiCafe and Fireside Bistro

The OlympiCafe serves students breakfast, lunch cafeteria-style throughout the academic quarter from an excellent selection of reasonably priced menu items. The OlympiCafe offers a Center Island station, featuring freshly prepared salads “to order”, a Panini Sandwich of the day, and a Carved Entree, grill, soft drinks, desserts, snacks and espresso as well as a choice of selected entrees for lunch each day. The entrees and Center Island selections are prepared and served by students in the award winning Culinary Arts program.

The Fireside Bistro is located in the Bremer Student Center. The restaurant is staffed by OC Culinary Art students and is open Tuesday through Friday. On Tuesday, Wednesday, and Thursday the restaurant offers table-side service from a variety of menu items. Service includes the preparation of gourmet salads, flambe desserts, and carved roasts. Students and guests are welcome to enjoy a leisurely luncheon at affordable prices in this pleasant fine dining, in-training atmosphere.

Friday service features a four course luncheon highlighting the regional culture being studied by students in the International Cuisine class taught by Chef Chris Plemmons.

For information, contact:

**OlympiCafe
OC Bremerton:** Bremer Student Center
360.475.7570

**Espresso
OC Bremerton:** Bremer Student Center
360.475.7570

**Fireside Bistro
OC Bremerton:** Bremer Student Center
360.475.7570

Information Technology

Information Technology offers services to students to help with their success at OC. These services are supported by the Student Technology fee paid as part of the registration process. Services include:

- Individual student accounts and passwords
- Network file storage
- Printing services and supplies
- Internet access
- Web-based e-mail
- Access and use of general-purpose software titles. (i.e., Microsoft Office, virus protection, etc.)
- Access to computer systems and basic technical support in the open labs for registered students taking credit-bearing courses
- Wireless
- Help Desk

Over 65 computer labs and classrooms are supported at various locations including the Bremerton, Poulsbo, Shelton campuses, and other college locations. Over 650 computers and 200 applications are supported on the instructional network.

OPEN COMPUTER LABS:
OC Bremerton: Science Technology Bldg, Rm 122 and Haselwood Library, Rm 127 & Rm 128
OC Shelton: Portable A2
OC Poulsbo: Rm 106

Check open hours posted around labs and at www.olympic.edu/CampusResources/ComputerLabs/OpenLabHours

See the Student Computing Guide online at www.olympic.edu/StudentCompGuide

For information or help, contact:

**Information Technology - Help Desk
OC Bremerton:** College Service Center, Third Floor, Rm 300
360.475.7600

E-mail: helpdesk@olympic.edu

International Student Programs

A variety of student services are provided by the staff members of the International Student Programs Office, including:

- Admission applications
- Overseas and local recruitment
- Issuance of I-20's and letters of support
- Homestay housing and references for apartment living
- Helpful information about student visas, SEVIS regulations and Consulate interviews
- Airport pick-up upon request
- Orientation and seminars
- International Student Club activities
- International Student employment and required SSNs
- Quarterly academic progress follow up
- Information on college level Intensive English study, High School Completion Program, professional/technical programs and university transfer 2 + 2 options
- Short-term study options

See “International Student Admission” in this catalog for a complete description of the admissions process.

For information, contact:

**International Student Programs
OC Bremerton:** Humanities and Student Services Bldg
360.475.7412 360.475.7202 FAX

E-mail: international@olympic.edu
www.olympic.edu/InternationalStudents

Military Education

Olympic College has been designated as a military friendly school. Over 1400 military members and their families study at Olympic College each year.

Active duty military and family members may apply, register and participate in a variety of services offered to all students. All students may use library facilities and computer labs and participate in student clubs. Students have free admission to OC events, concerts, gymnasium and fitness facilities, and activities such as concerts and sporting events.

Advising is offered at any campus by educational and/or faculty advisors. Service Member Opportunity College (SOC) agreements are written and principles honored. Students may study any degree or certificate offered provided prerequisites are met. Olympic College participates in the NCPDLP program for online degrees. Transfer credit may be awarded for previous Armed Forces credit, and university or college education. CLEP and DANES SST credit may be applied to certificates and degrees. Active

duty students and family members may be eligible to use military tuition assistance along with several other tuition-reduction programs such as the Military Spouse Career Advancement Account and Tuition Assistance.

Individual application, advising, and tuition information is available at NBK Bangor and NBK Bremerton by appointment (sign up at the base Military Education Office.) New SOC agreements are written quarterly for military students and their family members.

For information, contact:

Military Education: Nancy Buck,
360.394.2726, or 360.792.6050, or
1.800.259.6718.

Email: nbuck@olympic.edu
www.olympic.edu/MilitaryEd

OC Foundation

Established in 1993, the Olympic College Foundation promotes and receives philanthropic gifts for the benefit of OC students, faculty, and staff. A private, non-profit 501(c)(3) organization, the Foundation seeks support for student scholarships, program enhancements, and capital projects, as well as cultural events and activities that enrich the college community. By securing contributions to the college, the Foundation provides an extra measure of support which contributes to excellence at OC.

Investing in Students

The OC Foundation is dedicated to enhancing the educational opportunities for all students at OC. In addition to providing support for program enhancements, the Foundation seeks to make available a variety of scholarship opportunities, including those that improve access for economically disadvantaged students as well as those that provide important recognition for students based on scholastic merit. In addition, the Foundation seeks to enrich college life through its support of a variety of campus programs and events.

Investing in Faculty and Staff

Through the Funds for Excellence grant-making program, the OC Foundation supports staff and faculty innovation and professional development.

By providing funding for a wide variety of professional development activities that contribute to the quality of educational programs and services, the Foundation encourages faculty and staff excellence.

Investing in the Community

By assuring students a quality education at OC, the OC Foundation is helping to provide the educated workforce that is the basis for the community's economic vitality.

In addition, the Foundation serves as an important link between the college and the community: informing the community of specific priorities; generating support to meet the college's needs; and assisting the college in responding to needs identified by the community.

To meet the current and future needs of OC, the OC Foundation is dependent on the financial support of alumni, parents of alumni, the business community, other foundations, and friends of the college.

For information, contact:

OC Foundation
OC Bremerton: College Service Center, Rm 530
360.475.7120, 360.475.7125 FAX

E-mail: foundation@olympic.edu
www.olympic.edu/Foundation

OC Libraries

Haselwood Library, Bremerton

The Haselwood Library offers students and the community the opportunity to study, conduct research, and learn outside the classroom. An integral part of the college experience, the library offers a wide variety of resources, including an open computer lab, laptops, group study rooms, and quiet places for study and reflection. Resources include over 70,000 books and e-books, 4,700 videos, and 1,800 sound recordings. In addition, thousands of periodicals and reference works are available electronically, on and off campus, through a variety of subscription databases. Furthermore, students seeking materials not available at OC libraries may use our free interlibrary loan service, which borrows from an international library consortium.

Library faculty at OC assist students in all phases of the research process: developing search strategies, searching for information, evaluating information, and in using information ethically, legally and responsibly. They also provide learning opportunities through a variety of approaches, including course-related and course-integrated instruction, hands-on active learning, credit courses, tutorials, pathfinders called LibGuides, and point-of-use assistance. Library faculty are available in person for consultation during all hours of operation. Furthermore, research assistance is available 24/7/365 via chat and email.

For information, contact:

Haselwood Library, Bremerton
360.475.7250, 360.475.7261 FAX

www.olympic.edu/Library

Johnson Library, Shelton

A Library Technician is available to assist students with their research needs. The Johnson Library also offers a circulating collection, computers for access to electronic resources, laptops, and an area for quiet

study. At the Johnson Library, students have access to all the resources and services available through Bremerton.

For information, contact:

Johnson Library, Shelton
360.432.5460, 360.432.5468 FAX

www.olympic.edu/Shelton/JohnsonLibrary

Poulsbo Library/Computer Lab

The Poulsbo Library shares space with the open computer lab and offers a collection of books as well as access to all the resources and services housed in Bremerton. Library staff is available to students during weekday hours; Computer Lab Technicians cover evening and weekend hours.

For information, contact:

Poulsbo Library/Computer Lab
360.394.2720, 360.394.2721 FAX

www.olympic.edu/Poulsbo/Library

Registration and Records

The staff members of the Registration and Records office provide a variety of services to students, including:

- In person and online registration
- Course adds, drops, and complete withdrawal
- Late registration and corrections
- Credential evaluation and award of credit for transfer students
- Quarterly registration appointments
- OASIS online information
- Transcripts
- Graduation evaluations and Degree Audit
- Commencement ceremonies
- PIN information
- Student records

The Registrar and the office staff are responsible for coordinating registration policies including: grading, honors designations, general academic progress, grade forgiveness, and recording credit awarded by vertical challenge, credit by examination, Tech Prep, International Baccalaureate, Advanced Placement, CLEP and DANES SST credit, Armed Forces, and Service Members Opportunity College (SOC) study. Certification of certificates, degrees, and high school completion are the purview of this office. Registration offices are maintained at OC Bremerton, OC Poulsbo, and OC Shelton.

For information, contact:

Registration and Records
OC Bremerton: Humanities and Student Services Bldg, First Floor
360.475.7200, 360.475.7202 FAX

E-mail: webreg@olympic.edu
www.olympic.edu/Registration

Running Start and High School Outreach

The Running Start and High School Outreach Office staff provides information to junior high and high school students, parents, and school counselors about admission procedures and educational opportunities at OC.

Outreach services for students and schools include school visits, college fairs, college publications and admission and academic information.

Running Start is an opportunity for high school juniors and seniors to enroll tuition-free in college-level classes at OC. Students are responsible for transportation, books and some college fees. Visit www.olympic.edu/RunningStart for program information or to download a "Running Start Information and Application" packet.

Services for Running Start students:

- Running Start information and admission
- Orientation to college and academic advising
- Transfer information and educational planning

For information, contact:

Running Start

OC Bremerton: Humanities and Student Services Bldg, Rm 208
360.475.7646, 360.475.7643 FAX

E-mail: RunningStart@olympic.edu
www.olympic.edu/RunningStart

Safety and Security

The Safety & Security main office is located on the second floor of the Facilities Services Building at OC Bremerton and is staffed 24 hours a day, seven days a week.

Besides overall security, this office also provides numerous services aimed at enhancement of the personal safety, welfare and protection of property within the college community. Some of these services are listed below:

- Personal safety advice - seminars
- Escort service from class to vehicle
- Lost and found
- Hazardous waste removal
- Environmental safety
- Victim assistance referral
- Processing "unsafe condition" referrals
- Crime prevention consultation

Parking

OC Bremerton

There are five student parking lots at OC Bremerton, including the lot on 11th Street between Lincoln and Ohio. The parking spaces are clearly posted and striped with

white paint. With the exception of handicap and carpool spaces (which are reserved and enforced 24 hours a day, seven days a week), there is open parking in all lots after 4 p.m. year round. Permits are required for student parking lots at OC Bremerton.

OC Poulsbo & OC Shelton

Student parking lots are available at OC Poulsbo and OC Shelton campuses. Permits are required.

Student Parking Permits

Student parking permits are required to park in all student lots at all campuses. Students can get parking permits at OC Bremerton at the Cashiering office in the Humanities and Student Services building on the first floor or at the Operations Office in the Facilities Services building on the second floor after they have paid. OC Shelton parking passes can be obtained in the main office at OC Shelton. OC Poulsbo parking permits can be obtained at the Student Services office at the Poulsbo campus. Copies of OC parking rules and regulations are available at the Operations Office at OC Bremerton or online at www.olympic.edu/Parking. Student parking permits are \$10 and are charged at the time of registration as part of the student fees.

The following documentation is required to obtain a permit:

Picture ID:

- OC Student ID with current quarter sticker
- State or Military ID (acceptable with proof of enrollment)

Vehicle Registration:

- If it is a new-used vehicle, sales receipt with license plate number is acceptable

Proof of current enrollment:

- OC Student ID with current quarter sticker ~or~
- Copy of current school schedule ~or~
- Receipt of tuition payment from Cashier's Office

Visitor Permits

Visitor permits can be obtained at the College Service Center on the third floor at the Information Technology Helpdesk, the Humanities and Student Services building Information Booth on the first floor, or at the Operations Office on the second floor of the Facilities Services Building. Visitors can obtain a visitor pass in the Student Services office at OC Poulsbo and at the main office at OC Shelton.

Handicap and Carpool Spaces

Handicap and carpool spaces are appropriately signed and available in all lots; parking in these spaces requires appropriate permits.

Emergency Messages for Students

Safety and Security personnel will deliver **only** emergency messages to students on campus. Emergency means the message concerns serious illness, death, accident, or a child care situation.

For information, contact:

Operations Office/Safety and Security
OC Bremerton: Facilities Services Building
360.475.7800

www.olympic.edu/Security

Sophia Bremer Child Development Center

Child Care and Early Learning Classrooms

The Child Care and Early Learning (CC&EL) classrooms offer a high-quality early care and learning experience for children 12 months through 10 years of age from OC-affiliated families. The CC&EL classrooms also serve as training sites for Early Childhood Education and other Olympic College students.

Care hours are from 7 a.m. to 5:30 p.m. Monday through Thursday during fall, winter and spring quarters. On Fridays the classrooms close at 4 p.m. During summer session and intersession periods, the CC&EL classrooms close at 5:30 p.m., Monday through Thursday. Rates for students' children are discounted below the cost of care and many student families qualify for child care assistance from the Washington Department of Social and Health Services to pay for child care. For more information, contact the Sophia Bremer Child Development Center. See right for contact information.

Early HeadStart

The Olympic College Early HeadStart program serves low-income pregnant women, their infants, toddlers, and two-year olds. The program operates from 7:30 a.m. to 4:00 p.m. Monday through Thursday; on Friday the Center closes at 1:00 p.m. This program is available to students during college quarters. Children are cared for in groups of four children and are assigned to a highly trained, primary caregiver. Parents and caregivers work together to develop age appropriate curriculum for children that can be implemented both at home and at school. Pregnant women and families are supported with referral to a broad array of services including nutrition, dental, health, mental health, and housing assistance. Some student parents pay discounted rates for their child care, while most are eligible for child care assistance from the Washington Department of Social and Health Services. For more information, contact the Sophia Bremer Child Development Center. See right for contact information.

HeadStart

The Head Start program is for qualifying college student families, with children ages 3-5 years. Head Start supports each family in the process of preparing their child for kindergarten. The preschool focuses on the child's development of social skills, cultural pride, a sense of belonging, literacy and academic skills, respect for others and self-confidence. Head Start also creates time and opportunities for families to learn job skills, good health and nutrition skills, how to identify and locate medical care, and receive parent education.

Families receiving financial assistance from the Washington Department of Social and Health Services are welcome. For more information, contact the Sophia Bremer Child Development Center. See below for contact information.

For information about these programs, contact:

The Sophia Bremer Child Development Center, OC Bremerton
360.475.7190
www.olympic.edu/ChildCare

Students in Need Group

The Students in Need Group provides information and referral services to help students overcome barriers to their educational success, such as financial hardships, hunger, and emergency problems. This program finds help for students by working in conjunction with OC programs, such as the OC Foundation and the ASOC Sheryle McKinley Food bank, and community agencies.

For information, contact:

Students in Need Group
OC Bremerton: Advising Center, Humanities and Student Services Bldg, Rm 206
360.475.6187
E-mail: pthomas@olympic.edu
www.olympic.edu/SING

Tech Prep Dual Credit- West Sound Education Consortium

The Tech Prep Dual Credit office at OC offers information for high school students that want to start professional/technical training programs while still in high school. With Dual Credit, high school students in selected programs can earn both high school and OC credits at the same time by earning a "B" or better in the articulated high school courses.

Education partners include Olympic College, Kitsap and Mason county school districts as well as the West Sound Technical Skills Center. High school programs are linked to community college programs through articulation agreements.

Visit the West Sound Education Consortium website www.westsoundcareers.com or www.olympic.edu/TechPrep for new and updated Tech Prep programs added throughout the year or contact:

Tech Prep - West Sound Consortium
OC Bremerton: College Service Center, Rm 425
360.475.7839 or 360.475.7353,
360.475.7845 FAX

Tutorial Services

Tutorial Services provides help to currently enrolled students who need assistance beyond the classroom. A consortium of faculty and staff coordinates the program. Tutoring is provided in a variety of settings for most disciplines of study and takes place in study centers, drop-in study groups and/or one-to-one.

Study center/study groups operate on a drop-in or appointment basis. Requests for group and individual tutoring assignments may be made at a tutorial services office. Tutoring is free to current OC students.

Tutorial Services also provides students who have content mastery in a discipline the opportunity to be trained and employed as tutors.

Olympic College offers tutorial services in the following subject areas:

- Accounting and Business Math
- Adaptive Technology Computer Lab
- American Sign Language
- French
- Korean
- Japanese
- Math and Physics
- Office Technology Lab
- Biology and Chemistry
- Spanish
- Writing Center

Please check the Tutorial Services web page for hours and room locations for each study group, lab and center. Additional study groups will also be listed on the Tutorial Services web page.

For information, contact:

Tutorial Services
OC Bremerton: Science and Technology Building, Rm 125A
360.475.7765, 360.475.7705 FAX

OC Poulsbo: 360.394.2700
OC Shelton: 360.475.5400

E-mail: nhays@olympic.edu
www.olympic.edu/Tutoring

Veterans Services

Services/Benefits

The Veterans Services Office at Olympic College can help students determine their eligibility for veterans' educational benefits. Students may contact the Veterans Administration (VA) at www.va.gov or by calling 1.800.GIBILL-1.

The Veterans Services office can assist with application forms, clarification of benefits, and information about available degrees and programs of study.

For those pursuing vocational rehabilitation benefits, contact:

Department of Veterans Affairs Regional Satellite Office
264 Burwell Street
Bremerton, WA 98337
360.782.9900

Veterans, or dependents of certain veterans who attend OC, may qualify for a tuition waiver and should get in touch with the Veterans Services staff.

For information, contact:

Veterans Services
OC Bremerton: Humanities and Student Services Bldg, Rm 104
360.475.7560, 360.475.7564 FAX

E-mail: VeteranServices@olympic.edu
www.olympic.edu/VeteransServices

Worker Retraining

Worker Retraining provides access to skills training for unemployed workers or displaced homemakers who need to update their skills or enter a new career. People who have collected or are eligible to collect Washington state unemployment at any time within the past 24 months may be eligible for financial assistance. Student eligibility may include one or two quarters of financial assistance with: college tuition, books, transportation, childcare, or living expenses. Some services may not be available due to funding limitations. Worker Retraining students may also be allowed to collect unemployment benefits while attending OC professional/technical degree or certificate programs.

For information, contact:

Worker Retraining
OC Bremerton: Advising Center, Humanities and Student Services Bldg, Rm 203
360.475.7230

OC Shelton: 360.432.5423

www.olympic.edu/WorkforceDevelopment/WorkRetrain

WorkFirst

The WorkFirst program provides financial assistance to qualified parents on public assistance through the Temporary Assistance to Needy Families (TANF) Program. The program provides financial aid for more than 20 different professional/technical training programs aimed at skill enhancement and wage progression, Basic Studies (Adult Basic Education, GED, ESOL) classes, Integrated Basic Education and Skills Training (I-BEST), and WorkFirst-Work Study are other potential options.

WorkFirst participants and current and former TANF parents may be eligible for the following services within the Workforce Development Department:

- Financial assistance for tuition, fees, and books for professional-technical and basic skills training
- Referral to Working Connections Childcare for childcare while in class or studying
- Payment of Accuplacer testing fees

Please refer to OC professional-technical certificate programs. See "Degrees and Certificates" section in this catalog. Look for WorkFirst information on the OC website. New and updated programs are added throughout the year.

For information, contact:

WorkFirst

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360.475.7230

OC Shelton: 360.432.5423

www.olympic.edu/WorkforceDevelopment/WorkFirst