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 state and federal laws against discrimination. Beyond these legal obligations, however, the college community seeks to foster an environment that encourages 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 note-taking services, sign language interpreters, print materials in alternate format, test accommodations, specialized equipment and assistive technology.

For information, contact:

Access Services
OC Bremerton: Humanities and Student Services Bldg, Rm 204
360.475.7540, 360.475.7436 FAX

OC Poulsbo: 360.475.7540
OC Shelton: 800.259.6718 Ext. 7540

Assistive Technology

Olympic College offers assistive technology (also known as adaptive technology) for students with disabilities and provides instruction in a variety of software programs and devices to facilitate access to computing resources.

Assistive Technology course offerings include voice recognition, voice output, screen magnification, and one-handed keyboarding. Courses are published in The View quarterly class schedule under “Business Technology,” and tutoring is available.

For information, contact:

Assistive Technology
OC Bremerton: Business and Technology Computer Lab, BUS-100
360.475.7510
360.475.7491 FAX
www.olympic.edu
www.olympic.edu/Students/StudentServices/AccessServices/Adaptive+Technology+Lab.htm

Admissions and Institutional Outreach Office

The Admissions Office is the first point of contact for prospective or new students. Application for admission are free and are accepted online, in person or by mail.

Applications will receive personalized admission packets, academic and professional/technical program information, and directions on how to find online information such as the college catalog. Information on new student advising appointments, pre-entrance assessment and new student orientation will be included. Campus tours are available upon request.

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
360.475.7530
OC Poulsbo: 360.394.2725
OC Shelton: 360.432.5400
E-mail: GetAdvice@olympic.edu

Alumni Association

The Olympic College Alumni Association helps College alumni stay in touch with one another and with the College. Getting involved is the perfect way to know what is going on at Olympic College, with other alumni, and in the community. Thanks to the ongoing support and volunteerism of Olympic College alumni and friends, the Association is able to accomplish its mission of developing a sense of community among alumni and promoting the lifelong personal, educational, and professional growth of alumni and students of the College. Join the Olympic College Alumni Association today! At http://www.olympic.edu/BusinessCommunity/Foundation/Alumni-Association.htm

For additional information, contact:

Alumni Association Office
OC Bremerton: College Service Center, Rm 530
360.475.7120 or Alumni@olympic.edu

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 Poulsbo: 360.475.7238
OC Shelton 360.432.5400
www.olympic.edu/Students/TestingCenter
Basic Food Employment and Training Program

The Basic Food Employment & Training Program (BFET) provides tuition, fees, and textbooks for recipients of federal food assistance (food stamps) from Department of Social and Health Services (DSHS) who need training to gain employment or advance their career.

Students may qualify for the program if they:

- Receive federal food stamps from DSHS (application assistance available)
- Are eligible for the Washington State resident tuition rate
- Have an employment goal and intend to go to work after completing training
- Pursue an approved professional/technical program (no transfer degrees) related to student's employment goal
- GED, ABE, and ESL may also be considered approved programs if necessary to achieve student's employment goal.

For information, contact:

Basic Food Employment and Training Program (BFET)
OC Bremerton: College Services Bldg, Rm 312
360.475.6551 or 800.259.6718 Ext: 6551
www.olympic.edu/WorkforceDevelopment

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®: 360.475.7550
Integrated Basic Education and Skills Training (I-BEST): 360.475.7550

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, 360.475.7508 FAX
OC Shelton: Donna Pedersen, Program Coordinator, 360.432.5471
www.olympic.edu/ESOL

Bookstore

OC Campus Bookstores

The OC campus bookstores offer course materials including books, supplies and uniforms, office supplies, calculators, flash drives and laptop computers. The bookstore provides a large snack store and an assortment of college sportswear. Textbooks for all OC courses may be purchased at the main store located in the Bremer Student Center. Textbooks for OC Shelton and OC Poulsbo courses may also be purchased at those locations. Books and merchandise can be ordered online at http://ocbookstore.com. Concerned about textbook prices? Take a look at our online price comparison tools.

For information, contact:

OC Bookstores
360.475.7420, 360.475.7427 (FAX)
Email: ocbookstore@olympic.edu
www.ocbookstore.com

Career Center

Career Services

Career Services provides a wide range of career and employment planning services that assist students in developing self-directed job search skills. Services include: career advising, resume and cover letter writing, practice interviewing, career development workshops, labor market information, computer lab and a variety of career resources.

The Career Center also provides both on and off-campus student employment, work-study, internship and volunteer listings through an online job board. Current Olympic College students and alumni must register with the Career Center to access the database at: www.myinterface.com/olympicstudent.

Cooperative Education, Internships, and Community Volunteer Service

Work-based learning strategies use a community or on-campus site to provide students with supervised learning experiences that relate to their educational and career objectives. Students may earn college credit for these work experiences by setting and attaining specific learning objectives.

Student Employment

Students enrolled for a least five credits in an Olympic College program are eligible for on-campus Regular Student Employment. This type of employment referral is not associated with financial aid.

Work-Study

Federal or State Work-Study employment is a work program coordinated through the Career Center. Students must be enrolled for at least six credits to participate. Work-study eligibility must be verified with the Financial Aid Office prior to contacting the Career Center for an employment referral.

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

General Studies

The General Studies courses seek to enhance student achievement and success by offering curriculum related to self-assessment and learning skills that improve persistence, confidence, and academic strengths.

Student Success and First Year Experience Courses:

- General Studies 095 Student Orientation to Advising & Registration (0 credits)
- General Studies 097 Orientation to Canvas (0 credits)
- General Studies 101 Orientation to College (1 credit)
- General Studies 121 Success for Student Cohorts (i.e. Athletes, Welders, etc) (2 credits)
- General Studies 131 Student Success Skills (3 credits)

Linked and Special Interest Courses:

- General Studies 102 Math Study Skills (2 credits)
- General Studies 130 Dependable Strengths Process (2 credits)
College Resources

- General Studies 140 Career Planning/Life Exploration (1 credit)
- General Studies 150 4-Year College Transfer Preparation (1 credit)
- General Studies 160 Vet & Military Transition to College (2 credits)
- General Studies 163 Psychology of Self-Esteem (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
OC Poulso: 360.394.2725
OC Shelton: 360.432.5400
E-mail: advisingcenter@olympic.edu or counselingservices@olympic.edu

Keys to College and Career
“Keys to College and Career,” is offered as a seven-credit learning community for people in transition at OC. For information, contact:
Keys to College and Career
OC Bremerton: Humanities and Student Services Bldg., Rm 203
360.475.7595

Counseling Services
Counseling services is staffed by professional counselors who are licensed by the State of Washington. Counselors provide a variety of services designed to help students address issues that can impact college success.

Each counselor has his/her own approach to counseling depending on the issues presented. Services include personal counseling, career counseling, academic intervention and high school completion. Counselors offer workshops and visit classes cover a variety of topics:

- 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
Counselingservices@olympic.edu
www.olympic.edu/CounselingServices

Early Alert
Early Alert is a student-centered program to connect students with the resources needed to support their success while at Olympic College. Faculty may submit Early Alert referrals to get additional support for students who are experiencing academic or personal difficulties. The referral process continues throughout the quarter, however the first three weeks are critical for student persistence and success.

For information, contact:
Education Opportunity Center
OC Bremerton: Humanities and Student Services Bldg., Rm 101
360.475.7166
E-mail: eoc@olympic.edu

Continuing Education
Through Continuing Education, OC offers a wide variety of courses for professional development, personal enrichment, and job credit training. Professional development courses include flagging and forklift certification, computer applications, marketing, and small business courses. Personal enrichment courses include watercolor painting, publishing an eBook, and piano courses. Job credit training courses include HIV/AIDS courses for health practitioners, courses resulting in CEU’s for Licensed Massage practitioners, Chemical Dependency Professionals, and teachers. OC has nearly 400 online courses from which to choose.

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
360.475-7786
E-mail: ContinuingEd@olympic.edu
To register: www.olympic.edu/ContinuingEducation

Educational Opportunity Center
The Education Opportunity Center (EOC) is a grant program funded by the US Dept. of Education. The EOC’s mission is to assist participants in meeting their educational goals by providing services to guide them through the steps of earning their GED, applying for financial aid and other financial resources for college, and assistance in completing college applications.

Services include:

- Mentoring participants as they explore academic and career training opportunities
- Assisting in locating financial resources available to pay for college or career training

For information, contact:
Education Opportunity Center
OC Bremerton: Humanities and Student Services Bldg., Rm 101
360.475.7166
E-mail: eoc@olympic.edu

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, 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. Tuesday through 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.

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
The Information Technology department, located on the second floor of the College Service Center (room 216), is a resource for campus technology support and services. IT provides a productive environment for the creative use of technology to enhance the academic experience and day-to-day business for the college. IT offers wide range of services to the Olympic College community.

For information, contact:
Information Technology
OC Bremerton: Bremer Student Center
360.475.7570
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 1,400 current and past members of the Armed Forces and their families study at Olympic College each year.

Active duty military and family members may apply, register and participate in a wide 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 sports.

Advising is offered at any campus by educational and/or faculty advisors. Service Member Opportunity College (SOC) agreements are offered at the college and agreements are written quarterly for military students and their family members. 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 DANTES 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.

Individual application, advising, and tuition information is available at NBK Bangor and NBK Bremerton by appointment (sign up at the base Military Education Office.)

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 is celebrating 21st year of making an impact on Olympic College. The Foundation promotes and receives philanthropic gifts for the benefit of Olympic College. A non-profit 501(c)(3), the Foundation’s mission is to serve and enrich all of our communities by providing quality education and training for all who seek to improve their lives through learning. 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 Olympic College.

Investing in Students
The Olympic College Foundation is dedicated to enhancing the educational opportunities for all students at Olympic College. 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 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 Olympic College, the 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 special 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 Olympic College, the 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
http://libguides.olympic.edu/index/

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
http://libguides.olympic.edu/index/

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
http://libguides.olympic.edu/index/

Opportunity Grant

The Opportunity Grant is a state funded grant offering financial assistance. Eligible students pursuing approved technical degrees may receive funds to cover tuition and mandatory fees up to 45 credits and up to $1,000 per academic year for books and supplies. The goal is to help low-income adults reach their educational goals. This program has a wait list of 9-12 months. Serving Bremerton, Shelton and Poulsbo campuses.

For information, contact:
Opportunity Grant
OC Bremerton: Humanities and Student Services Bldg., Rm 206
360.475.6817 or 360.475.7325
E-mail: plthomas@olympic.edu
www.olympic.edu/OpportunityGrant

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 for transfer credit
• Quarterly registration appointments
• OASIS online information
• Transcripts
• Graduation evaluations and Degree Audit
• Commencement ceremonies
• PIN information
• Student records

The Registrar and 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 DANTES 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 Running Start admission procedures and educational opportunities at Olympic College.

Outreach services for students and schools include Running Start information sessions, high school Career Center visits, college fairs, access to college resource material and admission and academic information.

Running Start is an opportunity for high school juniors and seniors to enroll in up to 15 tuition-free college-level credits 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
- Educational planning and transfer information
- Running Start information and application sessions and materials
- Admissions and orientation to college
- Prerequisite evaluation (excluding math) and transfer information
- Enrollment services including: in-person and online, course adds, drops, withdrawals, student pin number assignments
- Running Start Tuition & Fee Waiver awards
- Running Start Textbook & Library book rentals
- Referral to faculty advisors

For information, contact:

Running Start
OC Bremerton: Humanities and Student Services Bldg, Rm 208
360.475.7646

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. The department is staffed 24 hours a day, seven days a week. Students can reach the staff of Safety and Security by dialing 475.7800 or by using one of the emergency call boxes at any time.

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
- Safety escort service from class to vehicle
- Lost and found
- Hazardous waste removal
- Environmental safety
- Victim assistance referral
- Processing “unsafe condition” referrals
- Crime prevention consultation
- Accident/Injury and crime reporting

Parking

OC Bremerton
There are five student parking lots at OC Bremerton. These lots are the S1 lot near the Art building, the S2 lot along 11th between Ohio and Lincoln, the S4 lot between 16th, 18th and Warren Ave and the G1 lot between 16th, 13th, Broadway and Warren Ave. 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 student and staff lots after 4 p.m. until 7 a.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.

Visa Parking

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 during peak times when staffing is available 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:
- OC Student ID with current quarter sticker -or-
- Copy of current school schedule -or-
- Receipt of tuition payment from the 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. Registered students are NOT permitted to park in Visitor’s Parking (see Olympic College Policy 200-16).

Handicap and Carpool Spaces
Handicap and carpool spaces are appropriately signed and available in all lots; parking in these spaces requires appropriate permits. Handicapped license plates, placards or passes are required to be visible.

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 Bldg, Second Floor
360.475.7800

Email: securityOfficers@olympic.edu
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 5 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 for children older than 30 months are from 7:30 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. For children younger than 30 months, each day ends at 4 p.m. During summer session and intersession periods, the CC&EL classrooms are open 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’ Working Connections Child Care subsidy program to pay for child care.

For information, contact the Sophia Bremer Child Development Center.

HeadStart

The Head Start program is for qualifying college student families, with children ages 3-5 years. The program operates during fall, winter, and spring quarters offering services from 7:30 a.m. to 5:30 p.m. Monday through Thursday and closing at 4 on Fridays. 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’ Working Connections Child Care subsidy program are welcome. For more information, contact the Sophia Bremer Child Development Center.

For more information, contact:
The Sophia Bremer Child Development Center, OC Bremerton
360.475.7190
www.olympic.edu/ChildCare

Early HeadStart

The Olympic College Early HeadStart program serves low-income pregnant women, their toddlers and two-year olds. The program operates from 7:30 a.m. to 4 p.m. Monday through Thursday; on Friday the program closes at 1 p.m. 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’ Working Connections Child Care subsidy program. For more information, contact the Sophia Bremer Child Development Center.

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 at www.olympic.edu/TechPrep for new and updated Tech Prep programs added throughout the year or contact:

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

Students in Need Group

The Students in Need Group (SING) 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. Serving Bremerton, Shelton and Poulsbo campuses.

For information, contact:

Students in Need Group
OC Bremerton: Humanities and Student Services Bldg, Rm 206
360.475.6817
E-mail: pthomas@olympic.edu
www.olympic.edu/SING

For more information, contact:
The Sophia Bremer Child Development Center, OC Bremerton
360.475.7190
www.olympic.edu/ChildCare
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. Tutoring is a free service available to all currently enrolled OC students.

Study center/study groups operate on a drop-in or appointment basis. Information about available groups can be found at the tutorial services office. For information about the Writing Center or to make an appointment with a writing tutor contact the Writing Center directly.

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
- American Sign Language
- Computer Information Systems and Computer Programming
- Engineering
- French
- History
- Japanese
- Math and Physics
- Medical Terminology
- Office Technology
- 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.

Online tutoring assistance is also available through the Western e-Tutoring Consortium. To log-in, go to www.etutoring.org/login.cfm?institutionid=364&returnPage. Follow the on-screen directions.

Veterans Services

Veterans 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 1.888.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
500 Pacific Ave., Suite 602A
Bremerton, WA 98337
206.341.8600

Veterans, or dependents of certain veterans who attend OC, may qualify for a tuition waiver and should contact Veterans Services staff regarding eligibility.

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

Veteran and Military Support Center

Open weekdays, the Veteran and Military Support Center (VMSC) offers fellowship and activities, a calm environment to study or take a break, a computer lab, TV, and lounge. Veterans, active duty military and their family members are welcome. The Armed Services Club is located at the VMSC. Students who are also veterans staff the center and offer degree and program information, support services, and referrals to local community resources, financial aid, and benefits. See page 26 for contact information.

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: Palmer Student Center (Main Office) 360.432.5423

www.olympic.edu/Students/WFD Bà SWFD

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, ESL) classes, Integrated Basic Education and Skills Training (I-BEST), College Skills and Life Training (C-SALT) and WorkFirst-Work Study are other potential options.

WorkFirst participants who are currently on TANF 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
OC Bremerton: Advising Center, Humanities and Student Services Bldg, Rm 203
360.475.7230
OC Shelton: 360.432.5423

www.olympic.edu/WorkforceDevelopment/WorkFirst