Developmental Education
Student Success Initiative: Academic Support Services

Tutoring Services
General tutoring: CPC: D-117; PRC: F-109; SCC: Room: G-121
Online at www.ccccd.edu click on “Student Resources” then “Academic Support” then “Tutoring Services” then “Tutoring Forms” then “Tutor Request Form”

Study Skills Seminars
Free, two-hour seminars are available through the Developmental Education division. A schedule may be obtained from: DE office (SCC: K-102), Information Desk (at CPC, PRC & SCC), or by calling (972) 881-5720.

Math Lab
CPC: Room: C-220 Telephone: (972) 548-6896
PRC: Room: D-141 Telephone: (972) 377-1639
SCC: Room: J-228 Telephone: (972) 881-5921

Writing Center
CPC: Room: B-108 Telephone: (972) 548-6857
PRC: Room: L-214 Telephone: (972) 377-1576
SCC: Room: D-224 Telephone: (972) 881-5843

Learning Pods (Developmental Mathematics)
NOTE: Learning Pod math classes have the same requirements as traditional lecture classes. You must complete all assignments on the computer and a lab instructor will be available to assist you during posted hours. The last day to enroll in a Learning Pod this semester is Wednesday, March 24, 2010.
CPC: Room: C-217 Telephone: (972) 548-6894
PRC: Room: H-121 Telephone: (972) 377-1614
SCC: Room: K-208 Telephone: (972) 881-5893

Lateral Change (to another class)
The deadline for a lateral change this semester for a 16-week class (with exception of math Learning Pod) is Friday, February 19, 2010.

To execute a lateral change:
1. Obtain a Drop/Add form and complete the top (student) portion.
2. Meet with the professor into whose class you want to enroll to request his/her signature. Do NOT interrupt his/her class. Meet with the professor before or after class.
3. If the receiving professor agrees that you can enroll in his/her class, secure the dean’s signature in the DE office (SCC: K-102) or FAX: (972) 881-5923.
4. Take form to the Registrar’s Office immediately for processing.

International Student Office
SCC: Room: G-103 Telephone: (972) 516-5012 01/2010