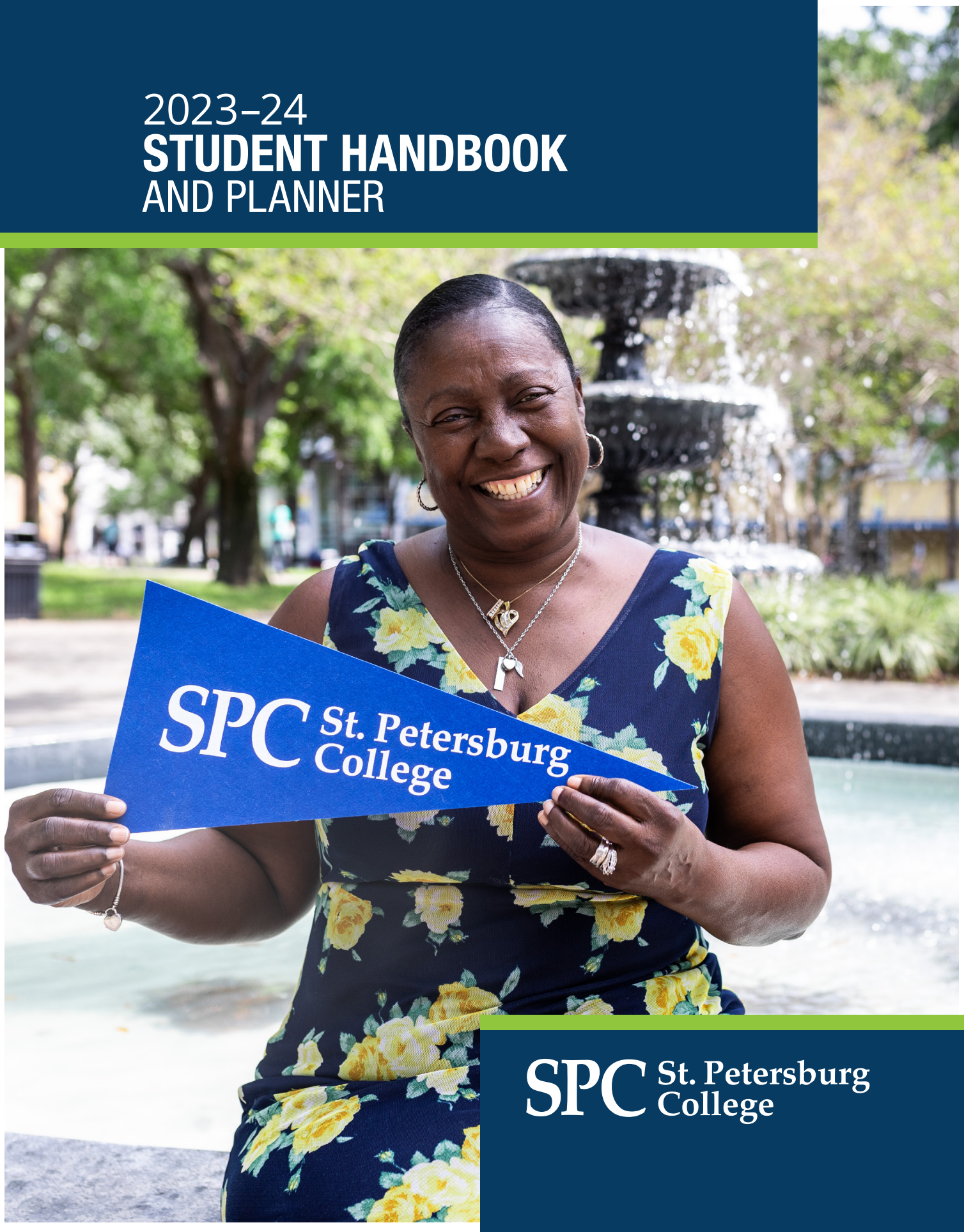
2023–24

STUDENT HANDBOOK AND PLANNER



SPC St. Petersburg College

spcollege.edu/titans-care-resources

TITANS care



Scan the QR code for more info on Titans Care Center programs.

SPC is here to help you navigate student life and offers several resources to keep you safe, healthy, and ready to succeed. Visit one of our Titans Care Centers to find assistance tailored to your needs.

Child Care Assistance – The Child Care Access Means Parents in School (CCAMPIS) program offers high-quality, affordable child care to SPC students who are parents.

Community Resources for Life – Check out our list of external resources available for specific issues.

Counseling Services – SPC partners with local and national providers for telemental health and face-to-face services to ensure students have access to whole health and wellness.

Food Pantry – Visit a campus food pantry and show your student ID card for snacks and groceries.

Free Bus Rides – Students can ride Pinellas Suncoast Transit Authority (PSTA) buses for free with a student ID.

Student Support Programs – With programs like Brother to Brother, CROP, Summer of Success, Veterans Services, or Women on the Way, students can find support to help ensure their success both in and outside of academic life.

Technology Lending Program – Students in Pinellas County can borrow a laptop for SPC coursework.

STUDENT HANDBOOK AND PLANNER **2023-24**

St. Petersburg College
SPC

This handbook belongs to: _____

Phone _____

Email _____

This Student Handbook is intended to enhance your college experience by providing a variety of information and resources available to help you succeed.

We make it easy for you to keep up with important information by posting events, college closings, website alerts, and deadlines both around campus and online. Make sure to:

- **Get TITAN CONNECT –** Download SPC's event and resource app by searching for Modern Campus Presence on your mobile device, or visit **titanconnect.spcollege.edu**.
- **Bookmark spcollege.edu/AcademicCalendar**

While this handbook contains many of SPC's policies, for a complete listing of the SPC Board of Trustees Rules and College Procedures, visit **spcollege.edu/BOTRules**.

MISSION STATEMENT

Empower our students and community to achieve success and economic mobility through academic excellence and engagement



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*Calendar subject to change. For an updated calendar, visit **spcollege.edu/calendar**.

The Board of Trustees of St. Petersburg College affirms its equal opportunity policy in accordance with the provisions of the Florida Educational Equity Act and all other relevant state and federal laws, rules, and regulations. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, national origin, marital status, pregnancy, sexual orientation, gender identity, genetic information, or against any qualified individual with disabilities in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this Rule, the college will not tolerate such conduct. Should you experience such behavior, please contact Dr. Devona Pierre, Executive Director, Organizational Culture and Engagement/Title IX Coordinator, at 727-341-3261; by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by email at **eaeo_director@spcollege.edu**.
To view the Equity report, visit **spcollege.edu/TitleIX** and click on "Equity Report."

Student Hdbk_3/2023

WHY CHOOSE SPC?

A MESSAGE FROM THE PRESIDENT



Dr. Tonjua Williams, President
St. Petersburg College

Hello, and welcome to St. Petersburg College, Home of the Titans!

Congratulations on investing in YOU and taking the next step in your educational journey.

St. Petersburg College is truly a special place where opportunities are endless, hope is never deferred and dreams come true. As a part of the SPC family, you'll receive personalized guidance from our nationally certified advisors and a high-quality education from our first-class faculty. You'll benefit from support services tailored to your needs. Additionally, we offer a robust menu of career services, including networking events, interview preparations, resume building and internships to help you obtain the career you've always wanted.

Congratulations, again, on becoming a Titan!

WHY SPC



ACCREDITATION

St. Petersburg College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. St. Petersburg College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of St. Petersburg College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (**www.sacscoc.org**).

ABOUT OUR INSTRUCTORS

Of the 1,247 instructional employees, 385 hold doctoral degrees, while 522 have master's degrees and 153 have a master's plus 30 additional credit hours in their discipline.

SCHOOL MASCOT: TITANS

In Greek mythology, the Titans were a family of giants who ruled the Earth. Today, the term Titan represents one who is gigantic in size or power or who stands out for greatness of achievement.

SCHOOL COLORS AND MOTTO

SPC's colors are blue and white, representing the qualities of truth and light. The college's motto, "Lux et Veritas" is Latin for (you guessed it) light and truth.

spcollege.edu/degrees-training

CAREER + ACADEMIC COMMUNITIES at St. Petersburg College

Our 10 Career and Academic Communities group similar majors into concentrations so you'll benefit from advisors dedicated solely to your program, a closer connection to experienced faculty, collaboration with like-minded students, and a path toward your chosen profession.

- Arts, Humanities, and Design
- Business
- Communications
- Education
- Engineering, Manufacturing, and Building Arts
- Health Sciences and Veterinary Technology
- Public Safety, Public Policy, and Legal Studies
- Science and Mathematics
- Social and Behavioral Sciences and Human Services
- Technology

DEGREE AND TRAINING **PROGRAMS**

Certificate (CT) Programs and Continuing Education

Are you looking to get into the workforce quickly, or update your current skills? Check out our certificate programs, many of which take less than a year to complete and give you the skills to excel in your chosen career. Certificate programs are available through either the college's academic communities or our Workforce, Community and Corporate Partnerships division, which also provides other short-term training.



Find an up-to-date listing of certificates and short-term training programs at **spcollege.edu/workforce**.

For certificate programs offered within the college's Career & Academic Communities, visit **spcollege.edu/certificates**.

DEGREE AND TRAINING **PROGRAMS**

spcollege.edu/degrees-training

Associate in Science (A.S.) Degrees



Our Associate in Science degrees are designed to get you into the workforce with a two-year program and are offered in a variety of Career and Academic Communities. A.S. degrees can also be built upon with a B.A.S. degree.

Associate in Arts (A.A.) Degrees



SPC offers an Associate of Arts (A.A.) degree, which can be completed fully online, to pave your way to any number of bachelor's degree programs. A.A. degrees are designed to prepare students planning to obtain a bachelor's degree.

Bachelor's Degrees (B.S., B.A.S.)



SPC offers a variety of bachelor's degree programs, many fully online. A bachelor's degree is the general term for a four-year degree, and generally requires 120 hours of both general education and degree-specific classes.

Bachelor's Degree Transfer Programs

Got your heart set on obtaining your bachelor's degree at a specific state university? Get your A.A. at SPC and take advantage of one of several programs that can get you to the school of your dreams! Whether through the state's 2+2 program that guarantees your admission to one of Florida's 12 state universities, or through one of our partnership transfer programs, we'll help you every step of the way. Visit **spcollege.edu/transfer-programs** to find out more.

fuse GUARANTEED ADMISSION TO USF

IGNITE FLORIDA A&M UNIVERSITY TRANSFER PROGRAM

New College THE HONORS COLLEGE of Florida

PATHE PINELLAS ACCESS TO HIGHER EDUCATION

UCF UNIVERSITY OF CENTRAL FLORIDA

University Partnership Center (UPC)

The UPC offers a variety of degrees not offered by SPC from several fully-accredited colleges and universities, which allows Pinellas County residents to further their education without having to leave the area. Visit **spcollege.edu/upc** for more information.

NOTES

TASKS

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DON'T FORGET!

SPC St. Petersburg College

FALL **2023**

Calendar subject to change. For an updated calendar of academic events, visit **spcollege.edu/calendar.**

	FALL FULL TERM Aug. 14-Dec. 8	1ST 8-WEEK SESSION Aug. 14-Oct. 6	WEEKEND COLLEGE Aug. 18-Dec. 3	12-WEEK EXPRESS SESSION Sept. 11-Dec. 8	2ND 8-WEEK SESSION Oct. 9-Dec. 8
TERM/SESSION DATES					
First day of term/session	Aug. 14	Aug. 14	Aug. 18	Sept. 11	Oct. 9
Last day of term/session	Dec. 7	Oct. 6	Dec. 3	Dec. 7	Dec. 7
ADMISSIONS					
Application deadline for non-health programs, including Bachelor's programs	Admission to programs are aligned to students' first term (or session) at SPC and do not observe specific deadlines.				
Health programs admissions deadlines	Dates vary by program. Visit **spcollege.edu/health-admissions** for details.				
International students application deadline	June 1	June 1	June 1	June 1	June 1
Last day to apply for Study Abroad trips	Dates vary by trip. Visit **stpe.co/studyabroad** for details.				
REGISTRATION					
View classes	April 10	April 10	April 10	April 10	April 10
View textbook, Gen. Education course syllabi	June 30	June 30	June 30	June 30	June 30
Special programs registration opens	April 17	April 17	April 17	April 17	April 17
Registration opens for all students	April 19	April 19	April 19	April 19	April 19
Senior citizens/state employees	Aug. 11	Aug. 11	Aug. 11	Aug. 11	Aug. 11
Last day to add a class	Aug. 16	Aug. 14	Aug. 23	Sept. 12	Oct. 9
TUITION/FINANCIAL AID					
Tuition/Fee payment due	July 12	July 12	July 12	Sept. 1	Sept. 29
FAFSA priority deadline date	May 1	May 1	May 1	May 1	May 1
Many funds are awarded on a first-come, first-serve basis, so the earlier you submit your FAFSA, the more funds you could be awarded.					
Payment Plan enrollment deadlines	Visit **spcollege.edu/payment-plan** for all tuition payment plans.				
Financial aid deadlines	Visit **spcollege.edu/financial-aid-dates** for all financial aid deadlines.				
LAST DAY TO DROP, RECEIVE REFUND, AND/OR CHANGE TO AUDIT					
Last Day to Drop With A Refund	Aug. 18	Aug. 18	Aug. 25	Sept. 15	Oct. 13
LAST DAY TO WITHDRAW *WITH GRADE OF "W"					
Last Day to withdraw with Grade of "W"	Oct. 28	Sept. 20	Oct. 27	Nov. 6	Nov. 14
LAST DAY TO WITHDRAW *WITH GRADE OF "WF"					
Last Day to withdraw with Grade of "WF"	Dec. 6	Oct. 5	Dec. 2	Dec. 7	Dec. 7
* FINANCIAL ASSISTANCE RECIPIENTS:	If you completely withdraw from the College anytime on or before the dates of your session, you may incur repayment of Financial Assistance funds. See financial aid withdrawal deadlines.				
EXAMS					
Mid-term exams (online)	Oct. 6-8				
Final exams (online)	Dec. 1-3				
Final exams	Dec. 4-7		Nov. 30-Dec. 2	Dec. 4-7	
GRADUATION					
Name in program deadline	TBD				
Fall Commencement	TBD				
NO CLASSES FOR STUDENTS (ALSO SEE COLLEGE CLOSED DATES BELOW)					
Discovery Day	Oct. 31	Oct. 31	Oct. 31	Oct. 31	Oct. 31
Winter Break	Dec. 9, 2023 - Jan. 15, 2024	Dec. 9, 2023 - Jan. 15, 2024	Dec. 9, 2023 - Jan. 15, 2024	Dec. 9, 2023 - Jan. 15, 2024	Dec. 9, 2023 - Jan. 15, 2024
COLLEGE CLOSED					
Labor Day	Sept. 4	Sept. 4	Sept. 4	Sept. 4	Sept. 4
Veterans Day (observed)	Nov. 10	Nov. 10	Nov. 10	Nov. 10	Nov. 10
Thanksgiving Break	Nov. 19-25	Nov. 19-25	Nov. 19-25	Nov. 19-25	Nov. 19-25
Winter Break	Dec. 18, 2023 - Jan. 1, 2024	Dec. 18, 2023 - Jan. 1, 2024	Dec. 18, 2023 - Jan. 1, 2024	Dec. 18, 2023 - Jan. 1, 2024	Dec. 18, 2023 - Jan. 1, 2024
FACULTY SCHEDULE					
Report for duty	Aug. 10	Aug. 10	Aug. 10	Aug. 10	Aug. 10
Students may access their classes on MyCourses at the latest by the Friday prior to the first day of classes.					
Discovery Day	Oct. 31	Oct. 31	Oct. 31	Oct. 31	Oct. 31
Final grades due in PS by 2 p.m.	Dec. 8	Oct. 6	Dec. 8	Dec. 8	Dec. 8
Last working day	Dec. 8	Dec. 8	Dec. 8	Dec. 8	Dec. 8

WINTER SESSION **2023-24** | SPRING **2024**

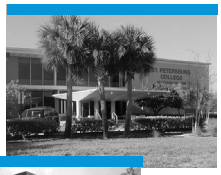
Calendar subject to change. For an updated calendar of academic events, visit **spcollege.edu/calendar.**	**WINTER SESSION Dec. 11, 2023- Jan. 5, 2024**	**SPRING FULL TERM Jan. 16-May 10**	**1ST 8-WEEK SESSION Jan.16- March 8**	**WEEKEND COLLEGE Jan. 19- May 5**	**12-WEEK EXPRESS SESSION Feb. 12- May10**	**2ND 8-WEEK SESSION March 18- May 10**
TERM/SESSION DATES						
First day of term/session	Dec. 11, 2023	Jan. 16	Jan. 16	Jan. 19	Feb. 12	March 18
Last day of term/session	Jan. 5, 2024	May 10	March 8	May 5	May 10	May 10
ADMISSIONS						
Application deadline for non-health programs, including Bachelor's programs	Admission to programs are aligned to students' first term (or session) at SPC and do not observe specific deadlines.					
Health programs admissions deadlines	Dates vary by program. Visit **spcollege.edu/health-admissions** for details.					
International students application deadline	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023
Last day to apply for Study Abroad trips	Dates vary by trip. Visit **stpe.co/studyabroad** for details.					
REGISTRATION						
View classes	Oct. 9, 2023	Oct. 9, 2023	Oct. 9, 2023	Oct. 9, 2023	Oct. 9, 2023	Oct. 9, 2023
View textbook, Gen. Education course syllabi	Dec. 2, 2023	Dec. 2, 2023	Dec. 2, 2023	Dec. 2, 2023	Dec. 2, 2023	Dec. 2, 2023
Special programs registration opens	Oct. 23, 2023	Oct. 23, 2023	Oct. 23, 2023	Oct. 23, 2023	Oct. 23, 2023	Oct. 23, 2023
Registration (All sessions)	Oct. 25, 2023	Oct. 25, 2023	Oct. 25, 2023	Oct. 25, 2023	Oct. 25, 2023	Oct. 25, 2023
Senior citizens/state employees		Jan. 12	Jan. 12	Jan. 12	Jan. 12	Jan. 12
Last day to add a class	Dec. 11, 2023	Jan. 18	Jan. 16	Jan. 24,	Feb. 13	March 18
TUITION/FINANCIAL AID						
Tuition/Fee payment due	Dec. 13, 2023	Dec. 13, 2023	Dec. 13, 2023	Dec. 13, 2023	Feb. 2	March 8
FAFSA priority deadline date	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023	Oct. 1, 2023
Many funds are awarded on a first-come, first-serve basis, so the earlier you submit your FAFSA, the more funds you could be awarded.						
Payment Plan enrollment deadlines	Visit **spcollege.edu/payment-plan** for all tuition payment plans.					
Financial aid deadlines	Visit **spcollege.edu/financial-aid-dates** for all financial aid deadlines.					
LAST DAY TO DROP, RECEIVE REFUND, AND/OR CHANGE TO AUDIT						
Last Day to Drop With A Refund	Dec. 11, 2023	Jan. 19	Jan. 19	Jan. 26	Feb. 16	March 22
LAST DAY TO WITHDRAW *WITH GRADE OF "W"						
Last Day to with-draw/drop with Grade of "W"	Dec. 28, 2023	April 7	Feb. 21	April 5	April 15	April 23
LAST DAY TO WITHDRAW/DROP WITH GRADE OF "WF"						
Last Day to withdraw/drop with Grade of "WF"	Dec. 11, 2023	May 9	March 7	May 5	May 9	May 9
EXAMS						
Mid-term exams (online)		March 8-10				
Final exams (online)		May 3-5		May 3-5		
Final exams		May 6-9			May 6-9	
GRADUATION						
Name in Program Deadline	TBD	TBA	TBA	TBD	TBA	TBA
Commencement (final dates dependent on venue)	May 11	May 11	May 11	May 11	May 11	May 11
COLLEGE CLOSED						
Martin Luther King, Jr. Holiday		Jan. 15	Jan. 15	Jan. 15	Jan. 15	Jan. 15
Spring Break		March 10-16	March 10-16	March 10-16	March 10-16	March 10-16
Spring Holiday		March 29-31	March 29-31	March 29-31	March 29-31	March 29-31
FACULTY SCHEDULE						
Report for duty		Jan. 12	Jan. 12	Jan. 12	Jan. 12	Jan. 12
Students may access their classes on MyCourses at the latest by the Friday prior to the first day of classes.						
Final grades due in PS by 2 p.m.	Jan. 5	May 10	March 8	May 10	May 10	May 10
Last working day		May 10	May 10	May 10	May 10	May 10

SUMMER TERM **2024**

Calendar subject to change. For an updated calendar of academic events, visit **spcollege.edu/calendar**.

	SUMMER FULL TERM May 20-July 26	1ST 8-WEEK SESSION May 20-July 12	WEEKEND COLLEGE May 25-July 21	6-WEEK EXPRESS SESSION June 17-July 26	2ND 8-WEEK SESSION June 3-July 26
TERM/SESSION DATES					
First day of term/session	May 20	May 20	May 25	June 17	June 3
Last day of term/session	July 26	July 12	July 21	July 26	July 26
ADMISSIONS					
Application deadline for non-health programs, including Bachelor's programs	Admission to programs are aligned to students' first term (or session) at SPC and do not observe specific deadlines.				
Health programs ad-missions deadlines	Dates vary by program. Visit **spcollege.edu/health-admissions** for details.				
International students application deadline	March 1	March 1	March 1	March 1	March 1
Last day to apply for Study Abroad trips	Dates vary by trip. Visit **stpe.co/studyabroad** for details.				
REGISTRATION					
View classes	March 11	March 11	March 11	March 11	March 11
View textbook, Gen. Education course syllabi	April 5	April 5	April 5	April 5	April 5
Special programs registration begins	March 25	March 25	March 25	March 25	March 25
Registration for all students begins	March 27	March 27	March 27	March 27	March 27
Senior citizens/state employees	May 17	May 17	May 17	May 17	May 17
Last day to add a class	May 21	May 20	May 30	June 18	June 3
TUITION/FINANCIAL AID					
Tuition/Fee payment due	April 17	April 17	April 17	May 24	June 7
FAFSA priority deadline date	Feb. 1	Feb. 1	Feb. 1	Feb. 1	Feb. 1
Many funds are awarded on a first-come, first-serve basis, so the earlier you submit your FAF-SA, the more funds you could be awarded.					
ayment Plan enrollment deadlines	Visit **spcollege.edu/payment-plan** for all tuition payment plans.				
Financial aid deadlines	Visit **spcollege.edu/financial-aid-dates** for all financial aid deadlines.				
LAST DAY TO DROP, RECEIVE REFUND, AND/OR CHANGE TO AUDIT					
Last Day to Drop, Receive Refund	May 24	May 24	June 1	June 21	June 7
LAST DAY TO WITHDRAW *WITH GRADE OF "W"					
Last Day to With-draw with Grade of "W"	July 5	June 26	July 4	July 13	July 9
LAST DAY TO WITHDRAW *WITH GRADE OF "WF"					
Last Day to With-draw with Grade of "WF"	July 25	July 11	July 21	July 25	July 25
* FINANCIAL AS-SISTANCE RECIPIENTS:	If you completely withdraw from the College anytime on or before the dates of your session, you may incur repayment of Financial Assistance funds. See financial aid withdrawal deadlines.				
EXAMS					
Mid-term exams (online)	June 21-23				
Final exams (online)	July 19-21		July 18-20		
Final exams	July 22-25			July 22-25	
GRADUATION					
SPC does not hold commencement in the Summer.					
COLLEGE CLOSED					
Memorial Day	May 27	May 27	May 27	May 27	May 27
Juneteenth	June 19	June 19	June 19	June 19	June 19
Independence Day (observed	July 4	July 4	July 4	July 4	July 4
FACULTY SCHEDULE					
Report for duty	May 20	May 20	May 20	May 20	May 20
Students may access their classes on MyCourses at the latest by the Friday prior to the first day of classes.					
Final grades due in PS by 2 p.m.	July 26	July 12	July 26	July 26	July 26
Last working day	July 26	July 26	July 26	July 26	July 26

CAMPUS **LOCATIONS/LEADERSHIP**



















Allstate Center (AC)
3200 34th St. S. St. Petersburg, FL 33711
Map: Page 23
- Provost: Leslie Hafer 727-341-4554
- Associate Provost: Keron Jean-Baptiste 727-341-4185
- Recruitment: 727-341-3102
- Student Support Manager: Denotra Showers 727-791-2456

Bay Pines STEM Center (STEM)
4723 Bay Pines Terr. St. Petersburg, FL 33708
- Provost: Leslie Hafer 727-341-4554
- Director: Erica Moulton 727-344-8043

Caruth Health Education Center (HEC)
7200 66th St. N. Pinellas Park, FL 33781
Map: Page 24
- Provost: Mark F. Strickland, Jr. 727-394-6110
- Associate Provost: Damon Kuhn 727-341-3602
- Recruitment: Celeste Daniele 727-341-3585
- Student Support Manager: Dawn Janusz 727-341-3767

Clearwater Campus (CL)
2465 Drew St. Clearwater, FL 3376
Map: Page 25
- Provost: Tashika Griffith 727-791-2474
- Associate Provost: 727-791-2492
- Academic Services: Joy Moore-Cruse 727-791-2542
- Recruitment: Angeliki Kontodiakos 727-791-2544
- Student Support Manager: Cheri DeBlaere 727-614-7008

Downtown Center (DT)
244 Second Ave. N. St. Petersburg, FL 33701
Map: Page 26
- Provost: Eric Carver 727-341-3666
- Associate Provost: Brooke Janik 727-341-4248
- Academic Services: Djuan Fox 727-341-3334
- Recruitment: 727-341-3102
- Student Support Manager: Chaye Smith 727-341-7157

EpiCenter (EPI)
13805 58th St. N. Clearwater, FL 33760
Map: Page 27
- Provost: Tashika Griffith 727-791-2474
- Dean Workforce Development & Corp. P'ships: Belinthia Berry 727-341-4279
- Executive Director Collaborative Labs: Andrea Henning 727-341-3154
- Director Workforce Education: Eric McClendon 727-341-4738
- Director Corporate & Continuing Education: Maginda Monter 727-341-4346
- Director Career Connections: Jason Krupp 727-341-3339

CAMPUS **LOCATIONS/LEADERSHIP**

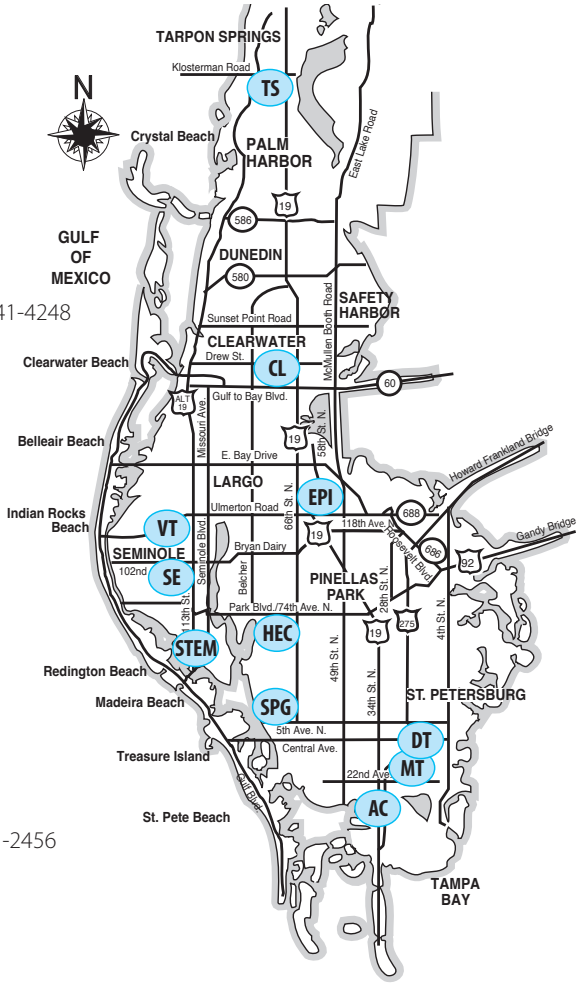
Midtown Center (MT)
Douglas L. Jamerson, Jr. Midtown Center
1300 22nd St. S. St. Petersburg, FL 33710
Cecil B. Keene, Sr. Student Achievement Center
1048 22nd S. St. St. Petersburg, FL 33712
Maps: Page 28-29
- Provost: Eric Carver 727-341-3666
- Associate Provost: Yvonne Williams 727-302-6436
- Academic Services: Djuan Fox 727-341-3334
- Recruitment: 727-341-3102
- Student Support Manager: Takita Cuthbertson 727-341-4248

Seminole Campus (SE)
9200 113th St. N. Seminole, FL 33772
Map: Page 30
- Provost: Mark F. Strickland, Jr. 727-394-6110
- Associate Provost: Lisa Borzewski 727-394-6109
- Academic Services: Daniel Bueller 727-341-4221
- Recruitment: Jerrick Rivera 727-341-3407
- Student Support Manager: Gigi Reiter 727-394-6949

St. Petersburg/Gibbs Campus (SP/G)
6605 Fifth Ave. N. St. Petersburg, FL 33710
Map: Page 31
- Provost: Leslie Hafer: 727-341-4554
- Associate Provost: Keron Jean-Baptiste 727-341-4185
- Academic Services: Stephen Andrasik 727-341-4275
- Recruitment: Joven Jocelyn 727-341-3404
- Student Support Manager: Denotra Showers 727-791-2456

Tarpon Springs Campus (TS)
600 E. Klosterman Rd. Tarpon Springs, FL 34689
Map: Page 32
- Provost: Rodrigo Davis 727-712-5720
- Associate Provost: Damon Kuhn 727-341-3602
- Recruitment: Juan Sebastian Amado 727-712-5883
- Student Support Manager: Theresa Kontodiakos 727-712-5451

Veterinary Technology Center (VT)
12376 Ulmerton Road Largo, FL 33774
Map: Page 33
- Provost: Mark F. Strickland, Jr. 727-394-6110
- Associate Provost: Damon Kuhn 727-341-3602
- Academic Services: Natavia Middleton 727-398-8288
- Recruitment: Celeste Daniele 727-341-3585



Did you Know?
Through an agreement with Pinellas Suncoast Transit Authority (PSTA), **students can enjoy FREE bus service by showing a current student ID card** when boarding a PTSA bus. Visit **spcollege.edu/free-bus-rides** for more information.

CAREER AND ACADEMIC COMMUNITIES **CONTACTS**

spcollege.edu/degrees-training



Arts, Humanities, and Design

spcollege.edu/arts-humanities-design

Dean Barbara Hubbard	727-334-6011
Jeffrey Fabiszewski – CL	727-791-2548
Donna Williams – SE	727-394-6119
Wilfred "Bo" Garrard – SP/G	727-341-4360



Business

spcollege.edu/business

Dean Emmanuel Hernandez-Agosto	727-712-5407
Mike Ewell	727-791-2610



Communications

spcollege.edu/communications

Dean Joseph Leopold	727-791-3719
Amber Estlund – CL	727-341-7108
David Fitzgerald – SE	727-341-4736
Margie Wilkoff – SP/G	727-341-4752



Education

spcollege.edu/education

Dean Kimberly Hartman	727-712-5877
Associate Dean Heather Duncan	727-712-5892
Educational Studies/EPI – Micheal Poulin – SP/G	727-791-2788
Teacher Certification/AS – Pam Wilkins – TS	727-712-5888
Teacher Certification/AS – Pat Roper – TS	727-712-5410



Engineering, Manufacturing, and Building Arts

spcollege.edu/engineering-manufacturing-building-arts

Dean Natavia Middleton	727-398-8288
Program Director- Sidney Martin – CL	727-394-6203



Health Sciences and Veterinary Technology

spcollege.edu/health-sciences-veterinary-technology

Dean of Health Services/Sciences – Deanna Stentiford	727-341-4150
Dean of Nursing – Louisana Louis	727-341-3472
Assistant Dean of Nursing – Clare Owen	727-497-5023
Dental Hygiene - Barbara Mulholland	727-302-6630
Emergency Medical Services – Ralph Sibbio	727-371-3726
Funeral Services – Kevin Davis	727-341-3781
Health Info Technology – Sheila Newberry	727-341-3623
Health Sciences/Services	727-341-4150
Nursing Bachelor's Degrees	727-341-3622

CAREER AND ACADEMIC COMMUNITIES **CONTACTS**

spcollege.edu/degrees-training

Physical Therapy Assistant – Kory Thomas	727-341-3612
Radiography – John Fleming	727-341-3627
Respiratory Care - Steve Hardt	727-341-3627
Surgical Services – Ashley Lake	727-614-7068
Veterinary Technology	
Dean Natavia Middleton	727-398-8288
Irene McDade	727-302-6712



Public Safety, Public Policy, Ethics, and Legal Studies

spcollege.edu/public-safety-public-policy-legal-studies

Dean Susan Demers	727-791-2501
Applied Ethics Institute – Minerva Veeser-Bobea	727-341-3222
Bachelor's Public Safety Administration	727-341-4490
Bachelor's Public Policy/Admin. – Jeffrey Kronschnabl	727-394-6205
Center for Public Safety Information – Eileen LaHaie	727-341-4502
Criminal Justice Lower Division	727-341-4490
Criminal Justice Indoor Range – Don Kiefhaber	727-341-4119
Criminal Justice Academies – Micheal Dibuono	727-614-7026
Emergency Medical Services – Ralph Sibbio	727-371-3726
Fire Academy – Robert Polk	727-302-6852
Paralegal Studies – Destini White	727-614-7223
Training Center Director	727-614-7026



Science and Mathematics

spcollege.edu/science-mathematics

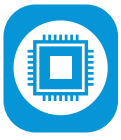
Science Dean Natavia Middleton	727-398-8288
Natural Science – Sheila Wootters	727-341-4306
Mathematics Dean Jimmy Chang	727-341-4305
Joy Moore-Cruse – CL	727-791-2542
Hannah Johnson – DT/MT	727-791-2559
Daniel Bueller – SE	727-341-4221
Nydia Nelson – SP/G	727-614-7274
Pelagia Kilgore – TS	727-398-8493



Social and Behavioral Sciences and Human Services

spcollege.edu/social-behavioral-sciences-human-services

Dean Joseph Smiley	727-712-5851
Human Services – Latresha Bighem-Moore – SP/G	727-497-5015
Social Sciences – Frederic Berthiaume – CL	727-791-5963
Social Sciences – Candice Williams – DT/MT	727-344-8024
Social Sciences – Lisa James – TS	727-712-5773



Technology

spcollege.edu/technology

Dean Norene Kemp	727-341-7179
Bachelor/AS Programs – John Long	727-341-4620

College Administration Contacts

College Administration Hours*
Mon. - Thur. 8:30 a.m.-5:30 p.m. ET
Friday 8:30 a.m.-1 p.m. ET
*See weblinks below for extended and limited on-campus and online/virtual availability.

Campus Legend

AC	Allstate Center	MT	Midtown Center
STEM	Bay Pines STEM Center	SE	Seminole Campus
CL	Clearwater Campus	SP/G	St. Petersburg/Gibbs Campus
DT	Downtown Center	TS	Tarpon Springs Campus
EPI	EpiCenter	VT	Veteran Technology Center
HEC	Health Education Center		

Accessibility Services

spcollege.edu/accessibility-services

Student ADA/504 – Misty Kemp	727-614-7056
Rita Ajazi	727-341-4510
Assistive Technology – Regina Miller	727-341-3146
Assistive Technology – Jaiden Dean	727-341-3264
Interpreting/Captioning/Sign Language – Stephanie Wyatt	727-791-5942

ONLINE HELP

Contact Information	spcollege.edu/accessibility-services-contacts
Register and Request Asssistance	spcollege.edu/accessibility-services

CAMPUS HELP

AC	Ray Hollowell	727-341-4316
CL	Jeff Zeigler	727-791-2710
DT	Stephanie Silvers	727-341-3721
EPI	Tiffany Konsza	727-302-6445
HEC	Frances Rivera	727-341-4141
MT	Tiffany Konsza	727-302-6445
SE	Kelli Mitchell	727-394-6289
SP/G	Ray Hollowell	727-341-4316
TS	Julie Robinson	727-712-5225
VT	Frances Rivera	727-341-4141

Admissions & Records

spcollege.edu/admissions **727-341-7141**

Bachelor's Programs (Non-Health) – David White	727-341-4725
Collegewide Testing – Sean Murren	727-341-3032
Transfer Programs – Sheryl Mundorff	727-791-2763

ONLINE HELP

Admissions	spcollege.edu/admissions	admissions.records@spcollege.edu
Graduation	spcollege.edu/graduation	graduationquestions@spcollege.edu
Health Programs Admissions	spcollege.edu/health-admissions	
Name/Record Change	spcollege.edu/forms-online	
Residency	spcollege.edu/residency	residencydocuments@spcollege.edu
Testing	spcollege.edu/testing	testing@spcollege.edu
Transcripts	spcollege.edu/transcripts	spctranscripts@spcollege.edu
Transfer Programs	spcollege.edu/special-programs	mundorff.sheryl@spcollege.edu
Transient Students	spcollege.edu/transient-students	transientquestions@spcollege.edu

CAMPUS HELP – STUDENT SERVICES OFFICE

AC	AC 100	727-341-3750
CL	LA 100	727-341-4772
DT	DC 101M	727-341-4249
HEC	Room 173	727-341-4772
MT	MTJC 105A (Lobby)	727-341-7156
SE	UP 120 Front Desk	727-394-6083
SP/G	SU Building 1st Floor	727-341-4614
TS	Administration Bldg.	727-712-5750

Advising - Career & Academic Advising

spcollege.edu/advising 727-341-4772

ONLINE HELP

Appointments: 30-minute Phone, Virtual, or In-person	spcollege.edu/advising
Virtual Advising Center: Phone or Virtual via Microsoft Teams	spcollege.edu/advising
Find your Advisor	spcollege.edu/advising
Health Programs – Make an Appointment	stpe.co/healthprogramadvising

CAMPUS HELP – STUDENT SERVICES OFFICE

AC	AC 100
CL	LA 100
DT	DC 101N
HEC	173 – Student Affairs
MT	MTJC 100 (Lobby)
SE	UP 120
SP/G	SU 137
TS	Administration Building

Athletics

athletics.spcollege.edu 727-341-4777

Director, Davie Gill	727-341-4314	
Jennifer Chen	727-341-4777	chen.jennifer@spcollege

Bookstore – Barnes & Noble

spcollege.bncollege.com

ONLINE HELP

Order Books	spcollege.bncollege.com/course-material/course-finder
Paying for Your Books	spcollege.edu/paying-for-your-textbooks
CAMPUS LOCATIONS	spcollege.bncollege.com/customer-service

CL	ST Building	727-431-4029
HEC	Room 184	727-202-3603
SE	Near Library	727-202-3542
SP/G	SS 104	727-347-0310
TS	BB Building	727-940-9019

Business Office

727-341-4772

ONLINE HELP

Florida Pre-Paid Tuition	spcollege.edu/florida-prepaid	prepaid@spcollege.edu
Pay tuition	spcollege.edu/tuition	
Tuition Fee Waivers & Exemptions	spcollege.edu/tuition-waivers	

CAMPUS HELP – Student Services Office

AC	AC 100	727-341-3750
CL	LA 100	727-791-2687
DT	DC 101M	727-341-3427

HEC	Room 173	727-341-3427
MT	MTJC 105A	727-341-7156
SE	UP Lobby	727-394-6134
SP/G	SU 103	727-341-4763
TS	Administration Bldg.	727-712-5460

Career Services

spcollege.edu/career-services **727-394-6988**

ONLINE HELP

Contact Us	spcollege.edu/contact-career-services
Career Exploration	spcollege.edu/career-exploration
Hire SPC Titans – Job Board	spcollege.joinhandshake.com
Internships	spcollege.edu/internships
Resume and Interview Assistance	spcollege.edu/resume-interview-assistance

CAMPUS HELP – Career Readiness Navigators

AC	Fabre Williams	727-341-4256
CL	Dean Patricia Watts	727-791-2408
DT	Brandon Hodges	727-341-4183
HEC	Zachary Remis	727-341-3736
MT	Brandon Hodges	727-341-4183
SE	Aundra Williams	727-712-5443
SP/G	Fabre Williams	727-341-4254
TS	Carissa Roldan	727-497-5030

Emergency Management

spcemergency.com **727-791-2560**

Emergencies	Call 911 then 727-791-2560
Collegewide Dispatch	727-791-2560
SPC Toll-Free	866-822-3978

ONLINE HELP

College Emergency Information	spcemergency.com
Emergency Response Guide	stpe.co/emergencyresponseguide
Sign Up for Emergency Alerts	spcemergency.com/receiving-alerts
SPC Safety and Security	spcollege.edu/safety-security

CAMPUS HELP – Security Offices

AC	Main Building	727-341-4436
CL	LA 100	727-791-2764
DT	Lobby near Parking Garage	727-341-4262
HEC	HC-HE 104D	727-791-2560
MT	MTJC 118	727-398-8267
SE	UP 101	727-791-2560
SP/G	SU 120	727-791-2560
TS	Agora Bldg. – AG 102-104	727-791-2560

Financial Aid

spcollege.edu/AskFAS **727-791-2485**

ONLINE HELP

Ask PETE our Chatbot a question 24/7/365	PETE is in the right corner at spcollege.edu/financial-aid
Submit Your Question Online	stpe.co/askfasrequest
How to Pay for College	spcollege.edu/financial-aid
FAFSA	fafsa.gov
Financial Aid TV videos	spcollege.financialaidtv.com
Florida Pre-Paid College Questions	prepaid@spcollege.edu
Book Line of Credit	spcollege.edu/book-line-of-credit

Disbursement/Refund Dates	spcollege.edu/financial-aid-refunds
Receiving Financial Aid	spcollege.edu/receiving-financial-aid
Student Employment	spcollege.edu/student-employment
Scholarships	spcollege.edu/scholarships
Satisfactory Academic Progress	spcollege.edu/sap
Student Loan Questions – Iontuition™	Sign on through MySPC or 855-693-4932
Withdrawing From Class	spcollege.edu/withdrawals
Important Dates	spcollege.edu/financial-aid-dates

CAMPUS HELP – Check website for hours at each location

AC	Main Building
CL	LA 100
DT	DC 101 J
HEC	Main Building
MT	MTJC 109
SE	UP Building
SP/G	SU Building
TS	Administration Building

Food Services

spcollege.edu/food-services

AC	AC 129 – Common Ground Café		
CL	ES Building – Nature's Table Clearwater	clearwater.naturestable.com	727-669-2424
DT	1st Floor – Nature's Table DTSP	dtsp.naturestable.com	727-822-8690
HEC	Room 204 – Nature's Table HEC	hec.naturestable.com	727-201-8772
MT	MTJC 150 – Deuces Den Lounge	spcollege.edu/food-services	727-614-7209
SE	UPC 1st Flr. Lobby – Nature's Table Seminole	bardmoor.naturestable.com	727-319-0669
SP/G	LI Building – Nature's Table Gibbs	gibbs.naturestable.com	727-289-8772
TS	BB Bldg. – Nature's Table Tarpon	tarpon.naturestable.com	727-940-6644

VENDING MACHINES

AC	Main Building – AC 129
CL	ES – All Floors/LS, SS, NM – 1st Floor/LI – 1st Floor, CR-A, ST
DT	2nd/4th Floors
HEC	Main Building – 2nd Floor (Cafeteria)
MT	1st/2nd/3rd Floors
SE	UP near Titan Lounge and TL Building
SP/G	TE – 1st Floor/SC – 1st Floor/SA – 1st Floor/LA – 1st Floor/SU – 1st & 2nd Floor
TS	Agora – Student Lounge/LY – 1st/2nd Floors/BB Building

High School Programs

spcollege.edu/high-school-programs

ONLINE HELP

Collegiate High Schools	spchs.spcollege.edu
Dual Enrollment	spcollege.edu/dual-enrollment
Early Admission	spcollege.edu/early-admission
Early College	spcollege.edu/early-college

CAMPUS HELP – EARLY TITANS: Dual Enrollment/Early College/Early Admission

CL	Jeff Cesta	727-791-5970
	Ana Cotto-Pizarro	727-791-5971
SE	Sherry Pantelides	727-394-6164
	Lynne Wolf	727-394-6023
SP/G	Sherry Pantelides	727-394-6164
	Lynne Wolf	727-394-6023
TS	Janine Small	727-712-5281
	Lori Condie	727-712-5400

COLLEGIATE HIGH SCHOOLS

SPC STEM High School - Downtown Center	727-341-4249
Principal Raquel Hairston	727-341-4368
Asst. Principal Remus Bulmer	727-302-6770
Admin. Asst. Lisset Cepero	727-341-3081
SPC Collegiate High School – St. Petersburg/Gibbs Campus	727-341-4610
Principal Ian Call	727-341-3521
Asst. Principal Zanetta Robinson	727-712-5265
Admin. Asst. Martha Alvarez	727-341-4610
SPC Collegiate High School – Tarpon Springs Campus	727-712-5891
Principal Ryan Halstead	727-398-8465
Asst. Principal Stephanie Pawlowicz	727-712-5792
School Counselor Heidi Jolliffe	727-791-2774
Admin. Asst. Annelies Williamson	727-712-5891

Honors Programs

spcollege.edu/honors-program **727-791-2708**

Director, Earl Fratus	727-394-6045
Linda Chang – CL 185	727-791-2511

CAMPUS HELP

CL	Welcita Gann	727-791-5982
SE	Renee Kessing	727-394-6137
SP/G	Tara Hunter	727-302-6627
TS	James Ralph	727-712-5252

International Programs

spcollege.edu/international-programs

International Student Services – Angela Cole	727-791-2632
International Student Services – Irene Chitikov	727-341-4734
International Student Services – Ralph Regnier	727-341-4370
International Student Admissions – Eric Gonzalez-Franco	727-302-6510
Study Abroad – Gloria Parrot	727-341-4735
International Student Services	spcollege.edu/international-students
International Admissions	Internationaladmissions@spcollege.edu
Study Abroad – Gloria Parrot	stpe.co/studyabroad
Center for International Programs	spcollege.edu/international-programs

CAMPUS HELP

CL	LA Building – LA 190
SP/G	SU Building – SU 332
TS	FA Building (Library) – FA 148

Learning Resources

spcollege.edu/learning-resources

ONLINE HELP

Libraries & Learning Centers	spcollege.edu/learning-resources
Library Portal	stpe.co/libraryportal
How to get/use Student ID Card/Library Card	spcollege.edu/student-ID
Info Guides	spcollege.libguides.com/home
Tutoring – Make in-person appointment	spcollege.libguides.com/inperson
Tutoring – Make online appointment	spcollege.libcal.com/appointments
Accessing Tutoring 24/7 through Tutor.com	spcollege.libguides.com/tutordotcomaccess
Virtual Learning Commons	stpe.co/virtuallearningcommons

CAMPUS HELP – Hours: spcollege.libguides.com/studentsneedtoknow

AC	Learning Resources Assc. Dir. – Paul Vermeren	727-791-2416
CL	LI 207 – Learning Center/Tutoring Services	727-791-2722
	Library (LI)	727-791-2614
	Learning Resources Assc. Dir. – Michele Laney	727-791-2525
DT	DC 109 – Learning Center/Tutoring Services	727-302-6588
	Math Tutoring	727-302-6591
	Learning Resources Assc. Dir. – Heather Disler	727-344-8065
HEC	Room 195 – Library/Writing Studio	727-341-3604
	Room 199 – New Initiative Program (NIP) (Nursing and Health Tutoring Services)	727-341-3724
	Learning Resources Assc. Dir. – Josh Brown	727-341-3657
	NIP Instr. Support Mgr. – Lisa Leonard	727-341-3724
MT	MTJC 120 & 210 – Learning Center/Tutoring Services	727-398-8268
	Learning Resources Assc. Dir. – Heather Disler	727-344-8065
SE	TL 104 – Learning Center/Tutoring Services	727-394-6133
	Learning Resources Assc. Dir. – Jennifer Gregor	727-394-6184
SP/G	SU 203 – Learning Center/Tutoring Services	727-341-3512
	Library Writing Studio	727-341-7168
	SA 101 – Student Support Services	727-241-4372
	Learning Resources Assc. Dir. – Paul Vermeren	727-791-2416
TS	FA 135 – Learning Center/Tutoring Services	727-712-5719
	Learning Resources Assc. Dir. – Ethan Hart	727-712-5728

Library

spcollege.edu/libraries

ONLINE HELP

Libraries & Learning Centers	spcollege.edu/learning-resources
Library Portal	stpe.co/libraryportal
How to get/use Student ID Card/Library Card	spcollege.edu/student-ID
Info Guides	spcollege.libguides.com/home
Tutoring – Make in-person appointment	spcollege.libguides.com/inperson
Tutoring – Make online appointment	spcollege.libcal.com/appointments
Accessing Tutoring 24/7 through Tutor.com	spcollege.libguides.com/tutordotcomaccess
Virtual Learning Commons	stpe.co/virtuallearningcommons

CAMPUS LOCATIONS – Hours: spcollege.libguides.com/studentsneedtoknow

AC	Main Bldg. – 2nd Floor	727-791-2416
CL	LI Bldg. – Clearwater East Community Library at SPC	727-791-2614
DT	DC 109 – Learning Center	727-302-6588
HEC	Room 191 – Library & Writing Center Services	727-341-3604
MT	MTJC 120 – Main Desk	727-398-8268
SE	LI Bldg. – Dennis L. Jones Seminole Community Library at SPC	727-394-6905
SP/G	LI Bldg. – West St. Petersburg Community Library at SP/G	727-341-7186
TS	LI Bldg. – SPC Tarpon Springs Campus	727-712-5719

Lost and Found – *See also Security*

AC	Main Building/Security	727-341-4436
CL	SS 177	727-791-2764
DT	DC 225	727-302-6772
HEC	Room 104D	727-791-2560
MT	MTJC	727-614-7209
SE	UP 101	727-394-6248

SP/G	SS 111	727-341-3257
TS	Agora Bldg. – Security – AG 102-104	727-712-5790

Registration – *See Advising*

spcollege.edu/advising

Security

spcollege.edu/safety-security **727-791-2560**

Collegewide Dispatch	727-791-2560
Emergencies	Call 911 then 727-791-2560
SPC Toll-Free	866-822-3978

ONLINE HELP

College Emergency Information	spcemergency.com
Sign Up for Emergency Alerts	spcemergency.com/receiving-alerts
Reporting Incidents	spcollege.edu/reporting-incidents

CAMPUS HELP – SECURITY OFFICES

AC	Main Building	727-341-4436
CL	SS 177	727-791-2764
DT	Lobby near Parking Garage	727-341-4262
HEC	HC-HE 104D	727-791-2560
MT	MTJC 105A – Student Services	727-341-7156
SE	UP 101	727-394-6248
SP/G	SU 120	727-791-2560
TS	Agora Buidling, AG 102-104	727-791-2560

Student Life and Leadership

spcollege.edu/student-life

ONLINE HELP

Events – Titan Connect by Presence	titanconnect.spcollege.edu
Event and Resources App	Search for Modern Campus Presence
Student Clubs/Student Government Association	spcollege.edu/student-life-leadership

CAMPUS HELP – Student Life & Leadership Coordinators

AC	Barbara Weaver	727-341-3645
CL	Stephanie Henningsen	727-791-2623
HEC	TBD	727-341-4480
DT	Shawn Landry	727-302-6772
MT	Shawn Landry	727-302-6772
SE	TBD	727-394-6036
SP/G	Barbara Weaver	727-341-3645
TS	Jason Nicholson	727-614-7209

Student Lounges

CL	SS 162
DT	2nd Floor – DC 223
HEC	Room 176
MT	MTJC 150 – Deuces Den Lounge
SE	UP 192
SP/G	SS Building
TS	Agora Building

Student Photo ID

spcollege.edu/student-ID

ONLINE HELP

Contact us	studentidcard@spcollege.edu
How to get/use Student ID Card/Library Card	spcollege.edu/student-ID

CAMPUS LOCATIONS – Check website, or call for hours of operation.

AC	Main Building – AC 100	727-712-5843
CL	LI 207	727-791-2722
DT	Lobby near Parking Garage	727-241-4262
MT	MTJC 105A (Lobby) – Student Services	727-341-7156
HEC	Library Room 199	727-341-3604
SE	UP 192 Titan Lounge	727-394-6103
SP/G	SU 203	727-341-3512
TS	Library Front Desk	727-712-5719

Student Support Resources – *Titans Care Centers*

spcollege.edu/titans-care-resources

Brother-to-Brother – Antonio Seay	spcollege.edu/brother-to-brother	727-341-7947
F.A.A.M.E. – Antonio Seay	seay.antonio@spcollege.edu	727-341-7947
F.A.A.M.E. – North County	marshall.steve@spcollege.edu	
F.A.A.M.E. – South County	gant.marshall@spcollege.edu	
CCAMPIS Childcare Assistance – Kelly Fried	spcollege.edu/childcare	727-341-3024
Center of Excellence – Nikishea Wright	spcollege.edu/center-of-excellence	727-398-8498
College Reach-Out Program CROP – Keisha Blue	spcollege.edu/crop	727-341-4376
Food Pantry	spcollege.edu/food-pantry	Call location near you
Mental Health Resources – Shanya Turner	spcollege.edu/counseling-services	727-341-3543
RISE – Austin Crawford	spcollege.edu/rise	727-341-4464
Student Support Services – A. Segura-Vargas	spcollege.edu/sss	727-341-4372
Summer of Success – Deborah York	spcollege.edu/sos	727-791-2571
Technolgy Lending Program	spcollege.edu/technology-lending	
Titans UP – April Ross	spcollege.edu/titans-up	727-394-6160
TRIO Education Opp. Center – Jon Blue	spcollege.edu/educational-opportunity-center	727-341-3655

Testing

spcollege.edu/testing

Coordinator, Sean Murren		727-341-3032	testing@spcollege.edu
Certification Testing – Julia Meyer, AC		727-341-4760	getcertified@spcollege.edu

CAMPUS LOCATIONS

CL	LA 100	727-791-2645	
DT	DC 102	727-341-3254	
HEC	Room 101 (limited test center)	727-341-4187	
MT	MT 114	727-302-6637	
SE	UP 105	727-394-6233	setesting@spcollege.edu
SP/G	SU 122	727-341-3116	spgtesting@spcollege.edu
TS	AD 125	727-712-5238	tstesting@spcollege.edu

Titan Connect

titanconnect.spcollege.edu

SPC event and resources App – Download by searching for Modern Campus Presence on your mobile device.

Transcripts – *See Admissions & Records*

spcollege.edu/transcripts

University Partnership Center

spcollege.edu/upc 727-394-6200

AVP Academic Affairs & Partnerships, Catherine Kennedy – SE	727-394-6202	
Administrative Services Specialist, Marina Laca – SE PH 102	727-394-6200	laca.marina@spcollege.edu

ONLINE HELP

Request Information	stpe.co/upcinforequest
Degrees by Discipline	spcollege.edu/upc-degrees-by-discipline
Degrees by Institution	spcollege.edu/upc-degrees-by-institution
Bachelor's Degrees	spcollege.edu/upc-bachelors-degrees
Graduate Degreees	spcollege.edu/upc-graduate-degrees

Veterans Services

spcollege.edu/veterans-services 727-341-7990

Coordinator, Alison Shenofsky	727-394-6204	
Main line – Call for appts.	727-341-7990	veteransservices@spcollege.edu

CAMPUS HELP

CL	Jessica Stephens – SS 102	727-791-2767
SE	Sarah Mauter – UP 179	727-394-6262
SP/G	David Humpel – SU 331	727-302-6401

Women on the Way

spcollege.edu/wow 727-791-2555

Coordinator, Shirley Crumbley	727-791-2555	womenontheway@spcollege.edu

CAMPUS HELP

CL	Tara Allen – SS 107	727-791-2634
SE	Pepper Harth – UP 115	727-341-4561
SP/G	Bianca Cage – SU 231	727-398-8468

Workforce, Community, and Corporate Partnerships

727-341-4445

Vice President, Jackie Skryd	727-302-6809	
Dean Workforce Dev. & Corp. P'ships, Beliinthia Berry	727-341-4279	
Director Workforce Education, Eric McClendon	727-341-4738	
Director Corp. & Cont. Education, Maginda Montero	727-341-4346	
Director Career Connections, Jason Krupp	727-341-3339	
Exec. Dir Collaborative Labs, Andrea Henning	727-341-3154	
Sr. Adm. Asst., Diane Salmon	727-341-3311	workforce@spcollege.edu

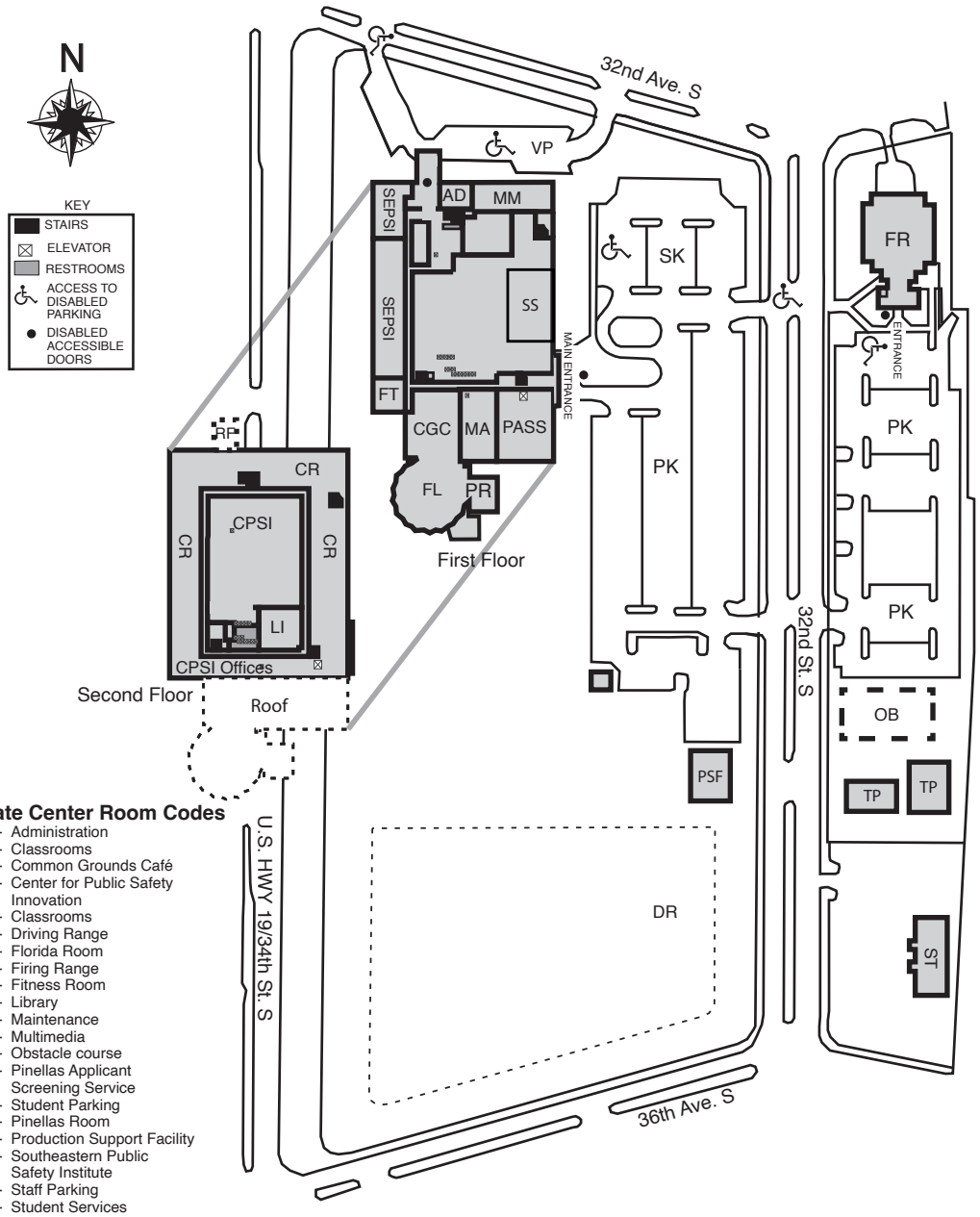
ONLINE HELP

Short-Term Training (STM)	spcollege.edu/workforce
Browse Available Courses	spcollege.augusoft.net

ALLSTATE **CENTER**

3200 34th St. S.

St. Petersburg



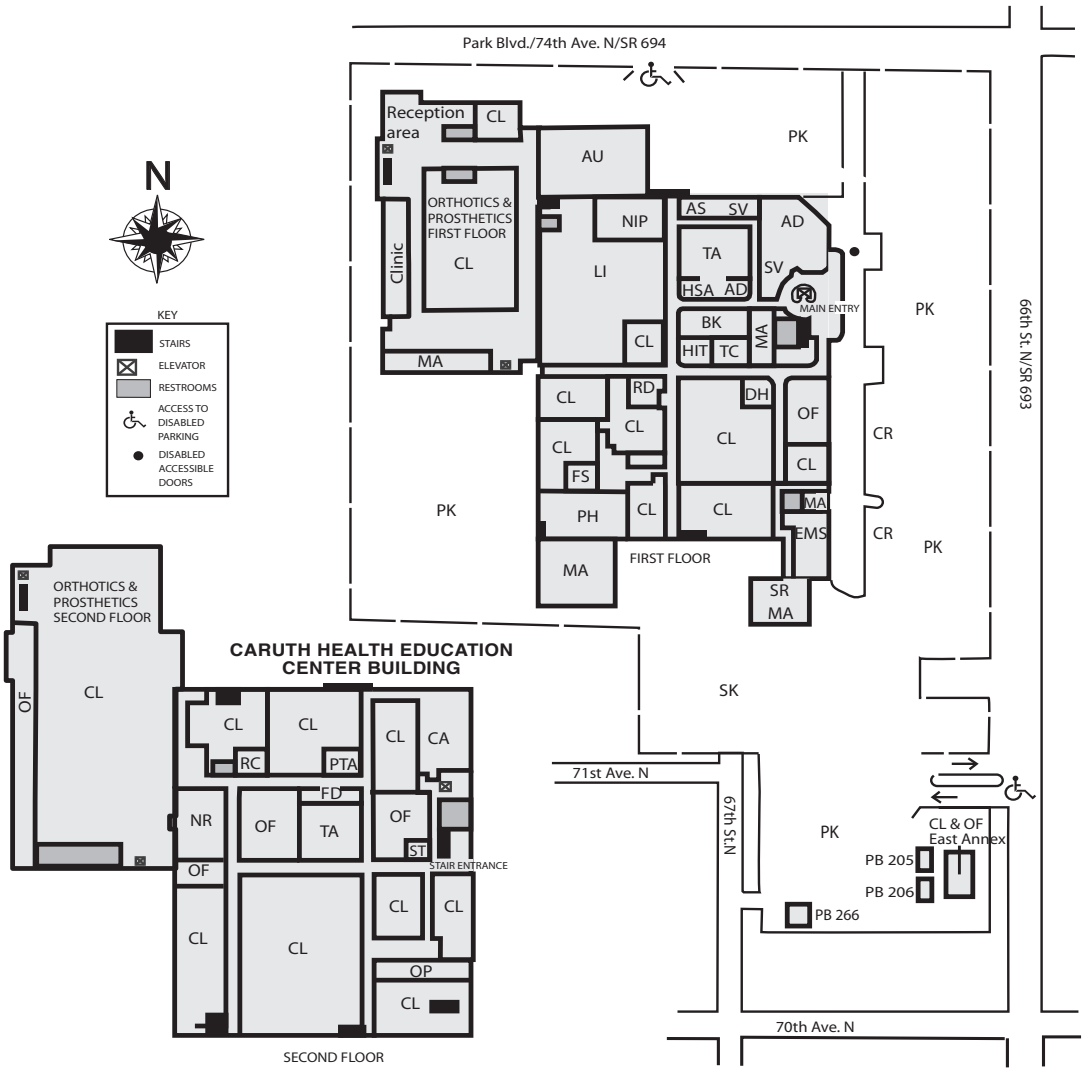
Allstate Center Room Codes

AD - Administration
CR - Classrooms
CGC - Common Grounds Café
CPSI - Center for Public Safety Innovation
CR - Classrooms
DR - Driving Range
FL - Florida Room
FR - Firing Range
FT - Fitness Room
LI - Library
MA - Maintenance
MM - Multimedia
OB - Obstacle course
PASS - Pinellas Applicant Screening Service
PK - Student Parking
PR - Pinellas Room
PSF - Production Support Facility
SEPSI - Southeastern Public Safety Institute
SK - Staff Parking
SS - Student Services
ST - Sim Tech
TP - Training Portables
VP - Visitor Parking

CARUTH HEALTH EDUCATION **CENTER**

7200 66th St. N.

Pinellas Park



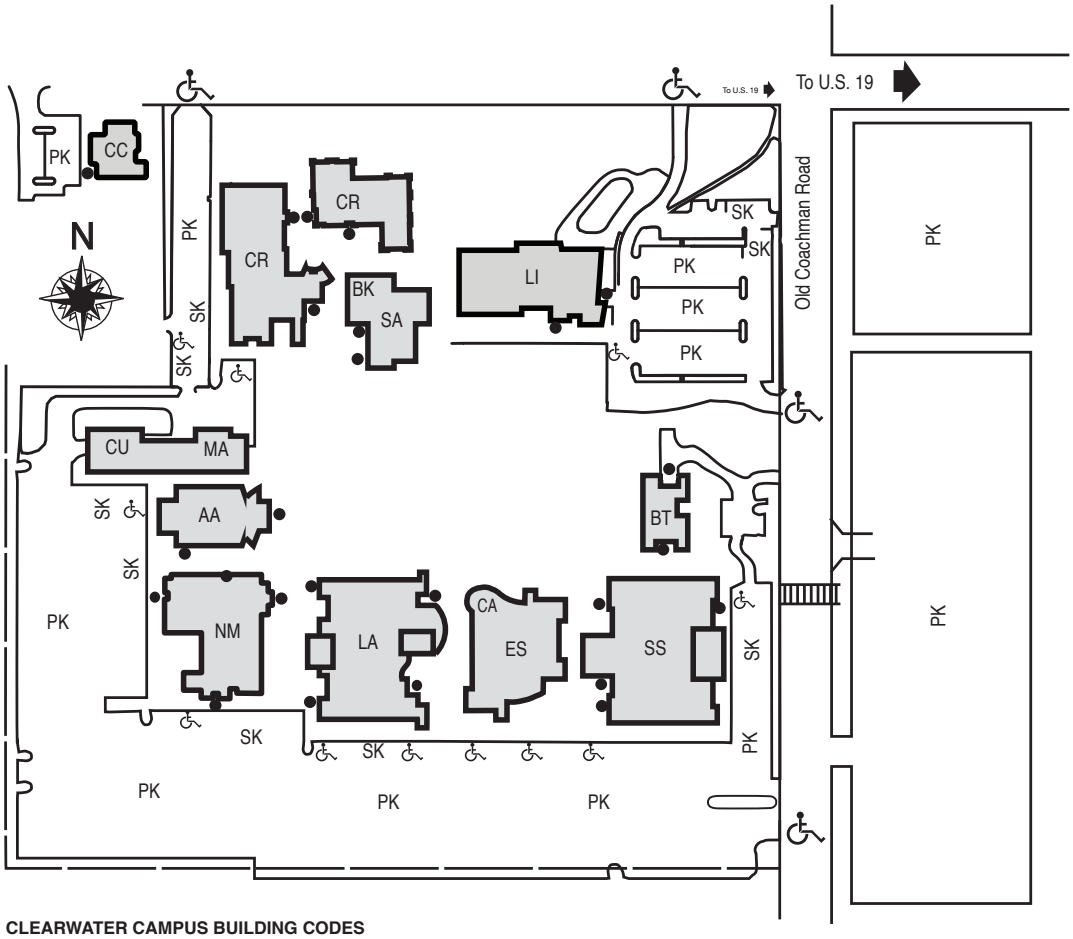
Caruth Health Education Center Room Codes

AD - Administration
AS - Accessibility Services
AU - Auditorium
BK - Bookstore
CA - Cafeteria
CL - Classrooms
CR - Clinic Parking
DH - Dental Hygiene
EMS - Emergency Medical Services
FS - Funeral Services
HIT - Health Information Technology
HSA - Health Services Administration
LI - Library
MA - Maintenance
NIP - New Initiative Program
NR - Nursing
OF - Offices
TC - Testing Center
PB - Portables 205,206 & 266
PH - Physical Plant/Receiving
PK - Student parking
PTA - Physical Therapist Assistant
RC - Respiratory Therapy
RD - Radiography
SK - Staff parking
ST - Student Life and Leadership
SV - Student Services
TA - Teaching Auditorium

CLEARWATER **CAMPUS**

2465 Drew St.

Clearwater



CLEARWATER CAMPUS BUILDING CODES

AA - Arts Auditorium
BK - Bookstore
BT - Business Technologies
CA - Cafe/Food services
CR - Crossroads
CC - Collaborative Center for Emerging Technologies
CU - Central Utilities
ES - Ethics
- Social Sciences
- College of Computer & Information Technology

LA - Language Arts
- Adaptive Technology
- Admissions
- Advising
- Business Office
- Communication
- Financial Assistance Services
- Testing Services
- Titans UP!

LI - Michael M. Bennett Library
- Career Development
- Learning Support Commons
- Provost Office

MA - Maintenance
NM - Natural Science, Math and College of Education
- Tampa Bay-Bridges to Bachelorette

PK - Student parking
SS - Social Sciences
- Titans Care Center
- Accessibility Services
- Educational Opportunity Center (EOC)
- FAAME/Brother-to-Brother
- Student Support Services
- Veteran's Services
- Women on the Way

SK - Staff parking
SA - Student Activities
- Athletics
- Wellness Center

KEY
ACCESS TO DISABLED PARKING
DISABLED ACCESSIBLE DOORS

DOWNTOWN **CENTER**

244 Second Ave. N.

St. Petersburg

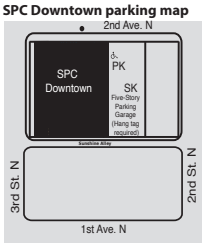


SPC Downtown Room Codes

Classrooms

DC 122-127 - Classrooms
DC 224 - Classroom
DC 226, 230 - Classrooms
DC 251 - Classroom
DC 253 - Classroom
DC 257 - Classroom
DC 316-317 - Classrooms
DC 350, 354, 356 & 358 - Classrooms
DC 460, 462 - Classrooms

SPC Downtown parking map



Numbered rooms

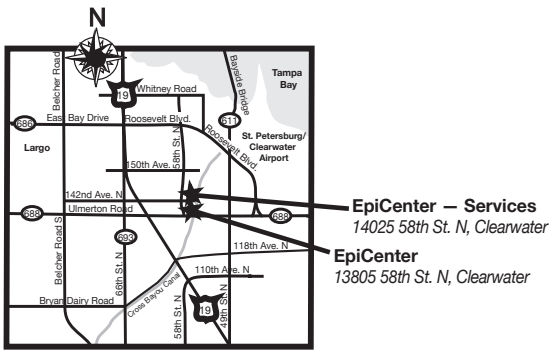
DC 109 - Learning Center
- FAAME/Brother-to-Brother
DC 140 - Facilities Receivng
DC 210 - Community room
DC 223 - Student Lounge
DC 225 - Student Life & Leadership, Student Government, Outreach
DC 240 - Science Prep
DC 244 - Science Lab
DC 248 - Staff offices
DC 255 - Center for Economic Impact & Inclusion
DC 259 - Staff offices
DC 319 - Offices
Suite 332 - American Stage offices
DC 352 - Offices
DC 411 - Lactation Room
DC 421 - Florida Orchestra offices
DC 449 - Staff Wellness Center
DC 456-458 - Offices
DC 459 - Center for Civic Learning & Community Engagement
DC 465 - Technology Services (TS)
DC 467-473 - Faculty offices

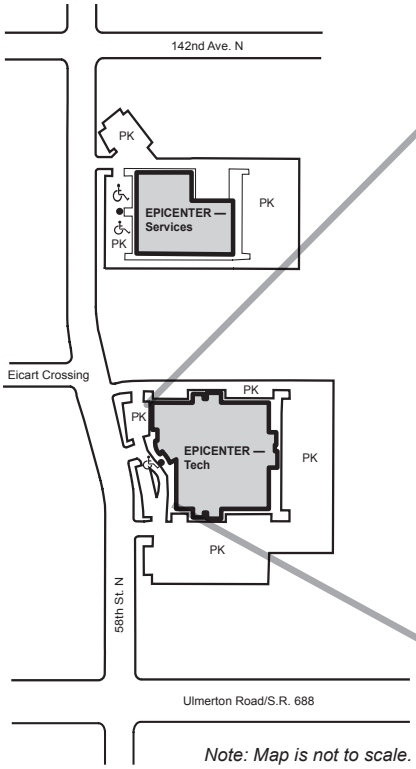
Un-numbered rooms

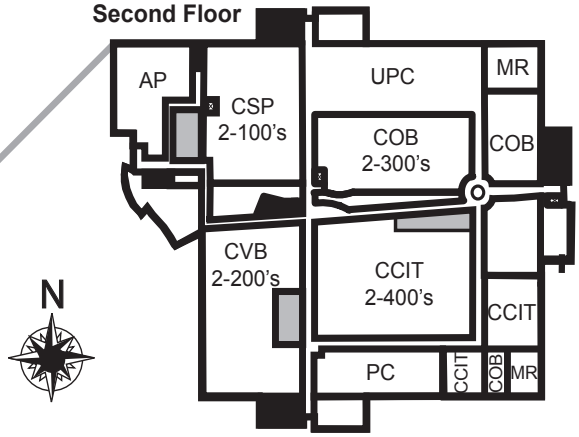
AS - American Stage offices
BX - Box office
DP - Downtown Partnership offices
CM - Copy machine
FS - Food service (cafe´)
PK - Student parking
PO - Provost Office
RR - Restroom
SK - Staff parking
SS - Student Services: Admissions, Advising, Business Office, Career Services Accessibilty Services, Financial Aid, Registration
ST - Storage
TC - Testing Center
VN - Vending

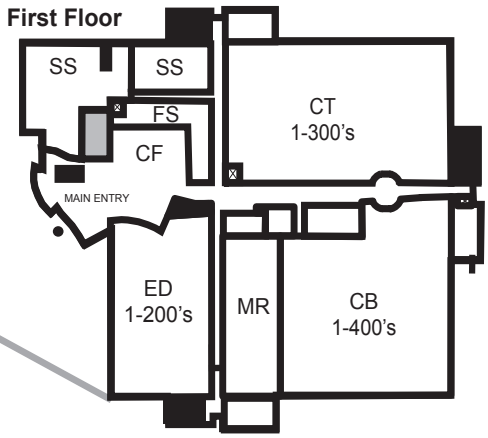
13805 58th St. N.

Clearwater











EpiCenter Room Codes

AP - Academic Programs
ASA - Academic & Student Affairs
BP - Baccalaureate Programs
CB - Collaborative Labs
CCIT - College of Computer and Information Technology
CF - Cafeteria
COB - College of Business
CSP - CareerSource Pinellas (formerly WorkNet Pinellas)
CT - Corporate Training
CVB - Pinellas County Convention & Visitors Bureau
ED - Pinellas County Economic Development
FS - Food service
MR - Meeting rooms
PC - Pinellas County
SS - Student Services
UPC - University Partnership Center

DOUGLAS L. JAMERSON, JR. MIDTOWN **CENTER**

1300 22nd St. S.

St. Petersburg

SPC Midtown Room Codes

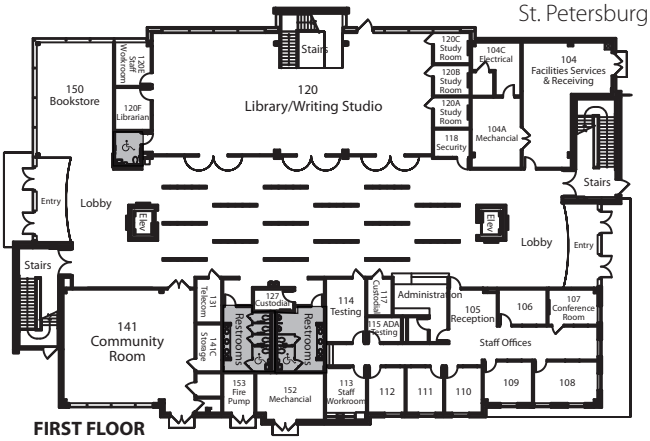
MT 104 - Facilities Services & Receiving
MT 105 - Reception
MT 106, 108-112 - Staff Offices
MT 107 - Conference Room
MT 113 - Staff Workroom
MT 114 - Testing
MT 115 - ADA Testing
MT 118 - Security
MT 120 - Library/Writing Studio
MT 120A - Study Room
MT 120B - Study Room
MT 120C - Study Room
MT 141 - Community Room
MT 150 - Bookstore

MT 201 - Learning Support Center
MT 204 - Computer Lab
MT 205 - Classroom
MT 206 - Math Studio
MT 207 - Classroom
MT 217 - Classroom
MT 219 - Classroom
MT 225 - Classroom
MT 234 - Science Studio
MT 236 - Classroom

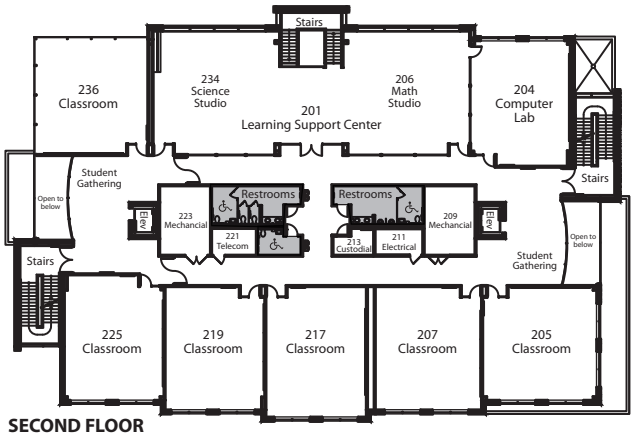
MT 305 - Reception
MT 306 - Conference Room
MT 307-317 - Faculty Offices
MT 318 - Adjunct Faculty
MT 320 - Technology Resources
MT 321 - Staff Workroom
MT 322 - Computer Lab
MT 324 - Biology Lab
MT 328 - Science Prep
MT 330 - Physical Science Lab
MT 332 - Classroom
MT 339 - Student Workroom
MT 339B - Student Government



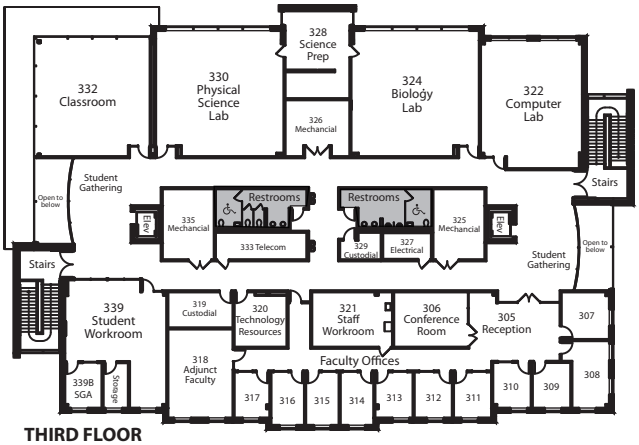




FIRST FLOOR



SECOND FLOOR

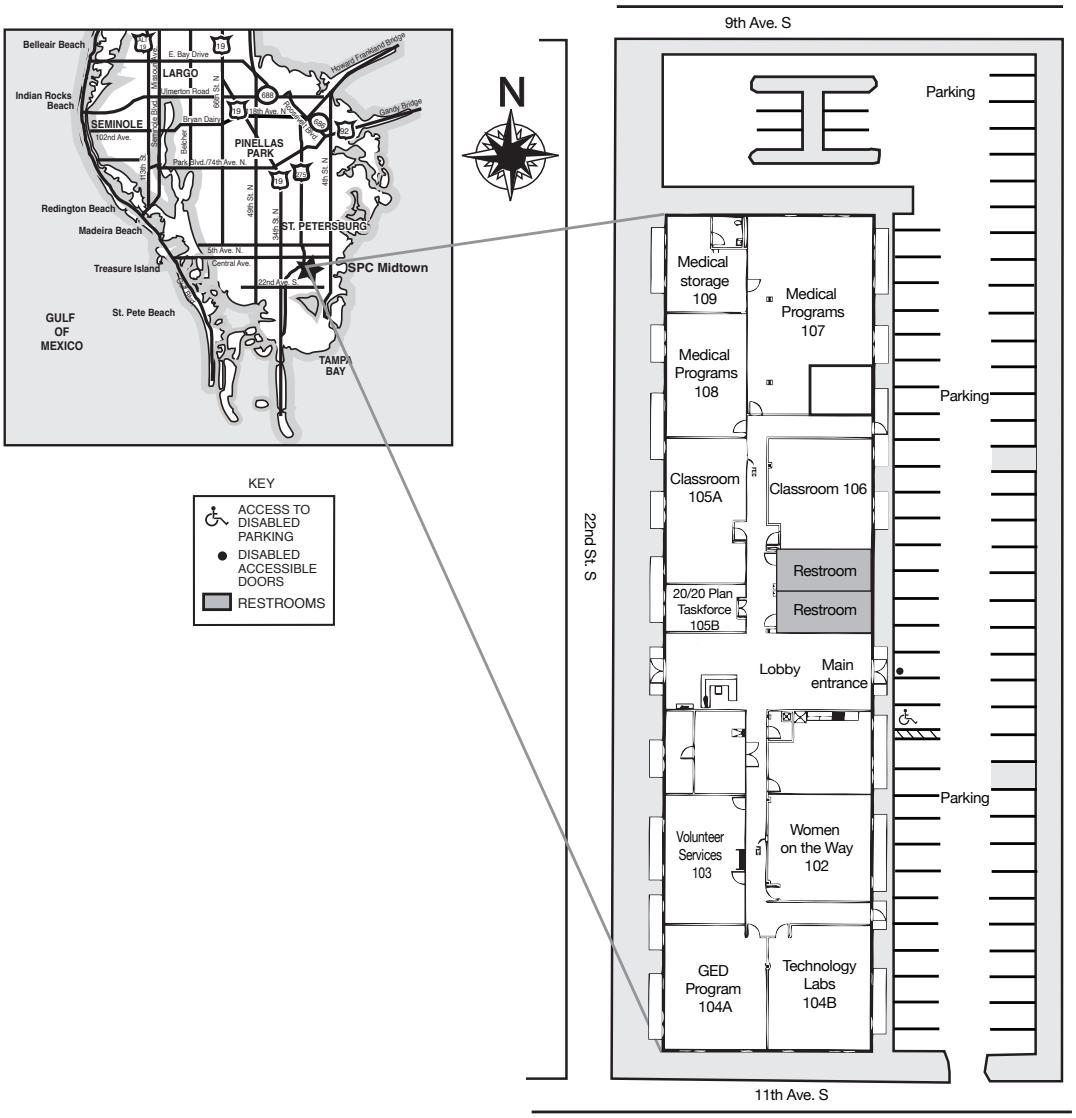


THIRD FLOOR

CECIL B. KEENE, SR. STUDENT ACHIEVEMENT **CENTER**

1048 22nd St. S.

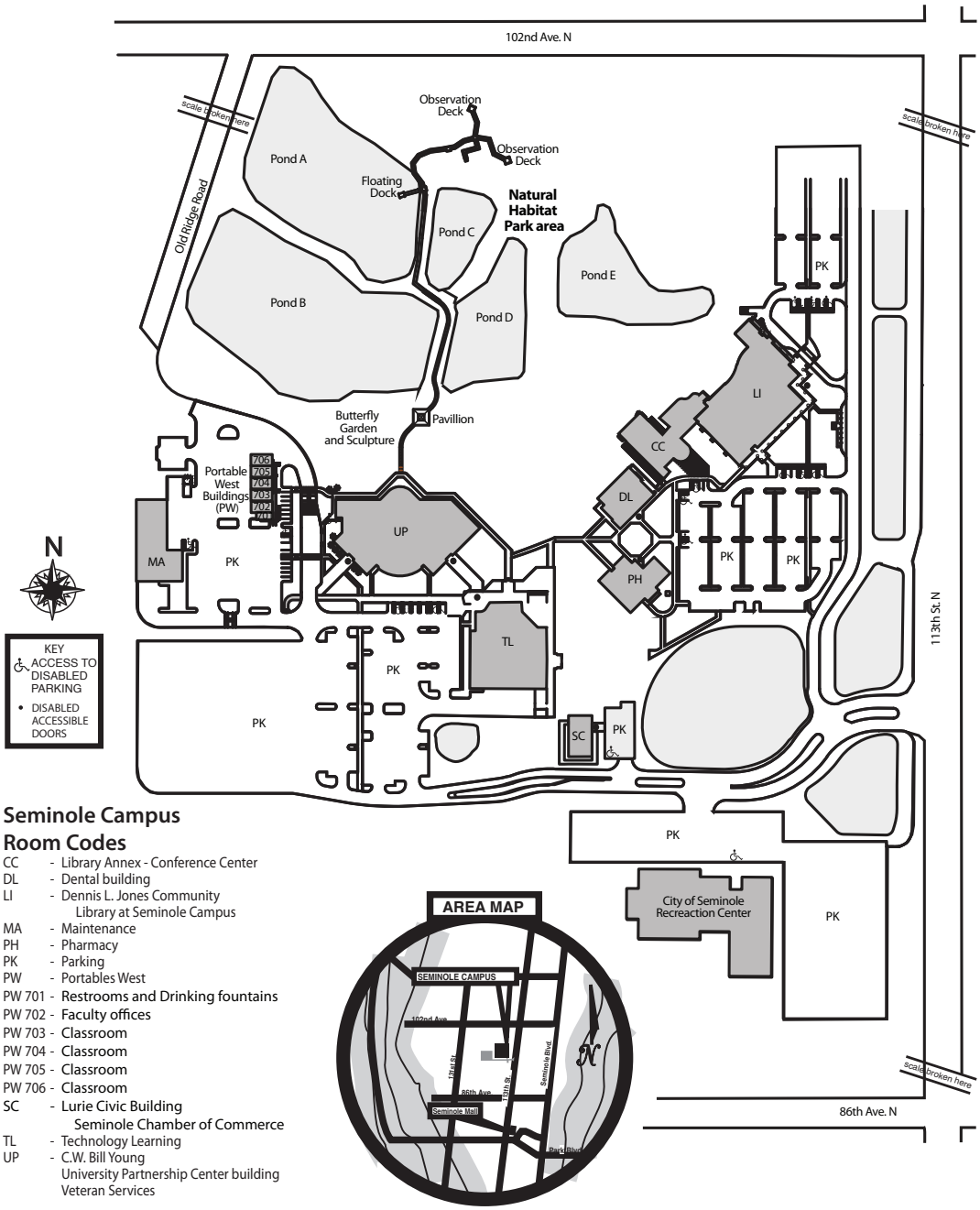
St. Petersburg



SEMINOLE **CAMPUS**

9200 113th St. N.

Seminole



Seminole Campus Room Codes

CC - Library Annex - Conference Center
DL - Dental building
LI - Dennis L. Jones Community Library at Seminole Campus
MA - Maintenance
PH - Pharmacy
PK - Parking
PW - Portables West
PW 701 - Restrooms and Drinking fountains
PW 702 - Faculty offices
PW 703 - Classroom
PW 704 - Classroom
PW 705 - Classroom
PW 706 - Classroom
SC - Lurie Civic Building
Seminole Chamber of Commerce
TL - Technology Learning
UP - C.W. Bill Young University Partnership Center building
Veteran Services

ST. PETERSBURG/GIBBS **CAMPUS**

6605 Fifth Ave. N.

St. Petersburg

ST. PETERSBURG/GIBBS CAMPUS BUILDING CODES

EI – ETHICS
Applied Ethics
Music

GM – GYMNASIUM

HS – HUMANITIES
Humanities and Fine Arts

LA – LANGUAGE ARTS
Communications

LI – LIBRARY
Library
Nature's Table Café
Writing Studio

MA – MAINTENANCE
Facilities/Receiving

MC – MUSIC CENTER

MR – MIRA
Music Industry/Recording Arts Studio

PB – PORTABLE 201
GED Program

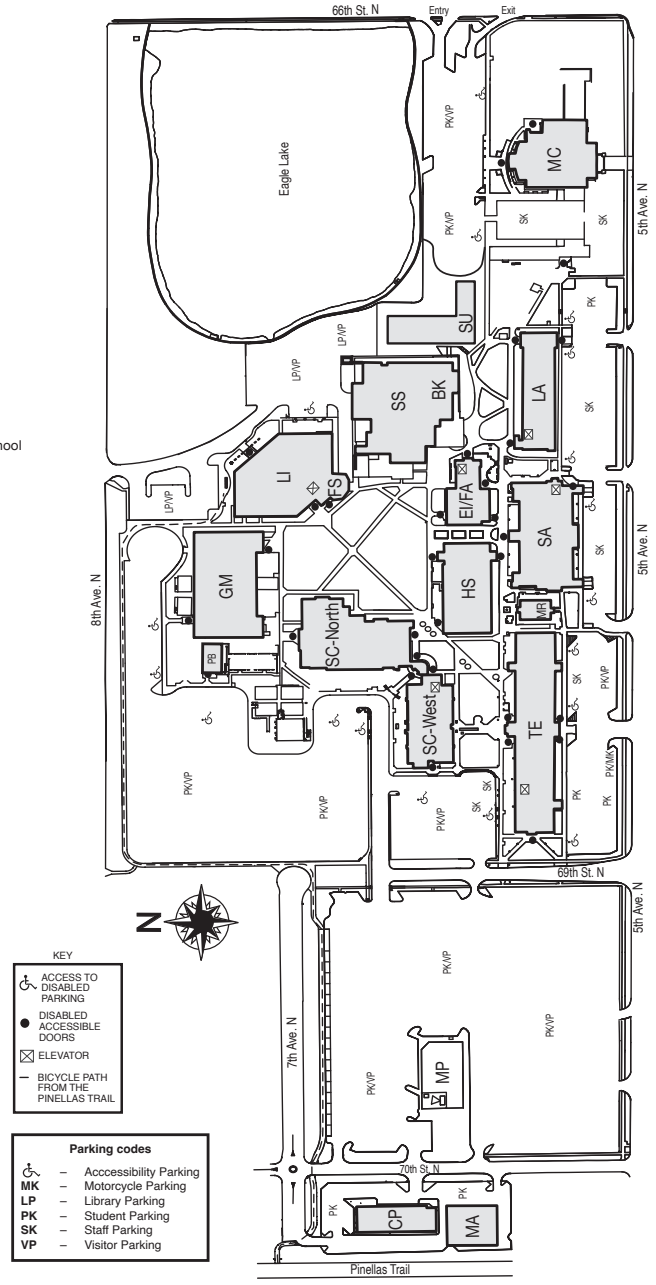
SA – SOCIAL ARTS
Mathematics
Social and Behavioral Science
Titan Care Center
- Assistive Technology Lab
- Brother to Brother
- CCAMPIS - Child Care Access Means Parents in School
- COE - Centers of Excellence
- CROP - College Reach-Out Program
- EOC - Education Opportunity Centers
- FAAME - Florida African American Male Experience
- Food Pantry
- PITCH Program
- RISE Program
- SAP (Student Assistance Program)
- Social and Behavioral Science
- Student Mental Health and Wellness
- Student Support Services (SSS)
- Technology Lending Library

SC – NATURAL SCIENCE
Criminal Justice
Planetarium
Science

SS – STUDENT SERVICES
Bookstore
St. Petersburg Collegiate High School
Student Life and Leadership

SU – STUDENT SUCCESS CENTER
Level 1
Accessibility Services
Advising and Registration
Business Office
Career Hub
Dō Co Café
Financial Aid
Security
Testing
Level 2
Conference Center
Learning Resources & Tutoring
Women on the Way (WOW)
Level 3
Center for International Programs
Learning Lab
Provost and Associate Provost
Veteran Services

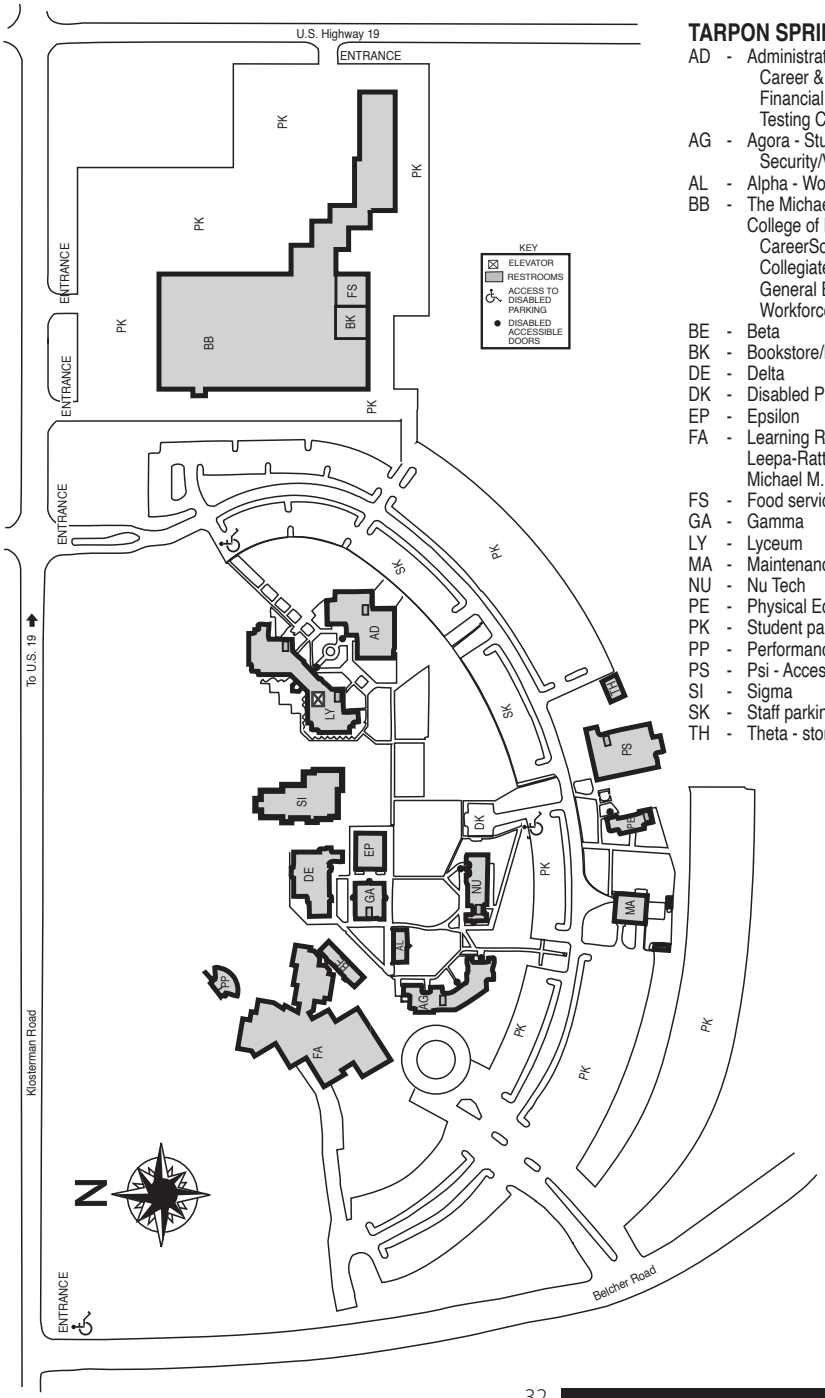
TE – TECHNICAL BUILDING
College of Business
College of Computer and Information Technology
College of Education
Fitness Center



TARPON SPRINGS **CAMPUS**

600 E. Klosterman Rd.

Tarpon Springs



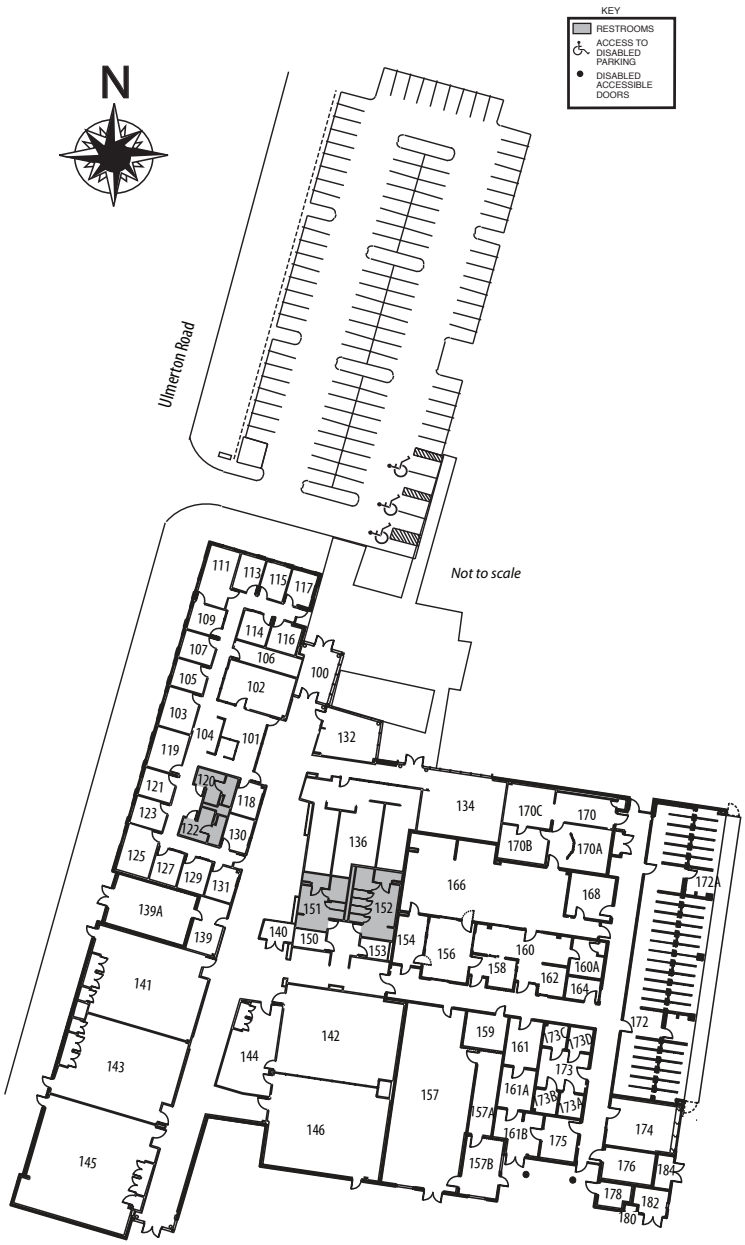
TARPON SPRINGS BUILDING CODES

AD - Administration -
Career & Advising Center
Financial Aid
Testing Center
AG - Agora - Student Life and Leadership/
Security/Veterans Services
AL - Alpha - Women on the Way
BB - The Michael and Evelyn Bilirakis
College of Education Building -
CareerSource Pinellas
Collegiate High School
General Educational Development (GED)
Workforce Hub/Career Services
BE - Beta
BK - Bookstore/Food services
DE - Delta
DK - Disabled Parking ONLY
EP - Epsilon
FA - Learning Resource Center
Leepa-Rattner Museum of Art
Michael M. Bennett Library
FS - Food service
GA - Gamma
LY - Lyceum
MA - Maintenance
NU - Nu Tech
PE - Physical Education
PK - Student parking
PP - Performance platform
PS - Psi - Accessibility Services
SI - Sigma
SK - Staff parking
TH - Theta - storage

VETERINARY TECHNOLOGY **CENTER**

12376 Ulmerton Rd.

Largo



SPC Veterinary Technology Center Room Codes

100 -119	-	TBA
120, 122	-	Restrooms
121-132	-	TBA
134	-	Student Work
136-139	-	TBA
139A	-	Mechanical
140	-	Electrical
141, 143	-	Computer Lab
142	-	Anatomy Lab
144	-	Lab Storage
145	-	Collaborative Lab
146	-	Pathology Lab
150	-	Custodial
151-152	-	Restrooms
153	-	Computer
154	-	Scrub
156	-	Surgery
157	-	Mechanical
157A	-	Electrical
157B	-	Generator
158	-	Recovery
159	-	Telecommunications
160	-	Control
160A	-	Pharmacy
161	-	Food Prep
161A	-	Food Storage
161B	-	Storage
162	-	Bath
164	-	Avary
166	-	Animal Procedures Lab
168	-	Lab Prep
170	-	Radiology
172	-	Dog Ward
173	-	Lab Animals
174	-	Cat Ward
175	-	Isolation
176	-	Custodial
178, 182	-	Storage
180	-	Oxygen
184	-	Mechanical

Academic Calendar

There are many dates that are important for you to know, such as when classes begin, deadlines for withdrawing, dates of college holidays, and final exam schedules, to name a few. For the most up-to-date information, visit the online Academic Calendar at **spcollege.edu/calendar**.

Accelerated Credit Options

SPC wants to help you finish your degree. You may bring in up to 45 college credits through your life experience, military training, industry certification, test credit, and articulation agreements recognized by the college. Check with your advisor to learn more about each of these options.

Visit **spcollege.edu/earn-free-college-credit**

Career and Academic Advising

Career and Academic Advisors will help you get started by discussing your career and educational goals and will be available to guide you throughout your entire SPC experience. At SPC, advisors can help you with registration, course planning, scheduling degree program exploration, transfer information and registration holds, and much more!

We encourage students to meet with their assigned advisor. They are experts in your selected Career and Academic Community. To find your advisor, visit MySPC. Then, click on the My Academics tile and look for My Advisor in the navigation bar. If you have an assigned advisor, you will be able to link to the advisor's webpage for their contact information and schedule an appointment.

Have a quick question? Login to our Virtual Advising Center or walk-in on campus for assistance.

Check out all the ways to connect with an advisor by visiting **spcollege.edu/advising**.

Computer Labs

Computer labs are available on campuses to meet your academic technology needs. Computers include Microsoft Office and other academic related software. You must have a valid student ID, and, in most cases, an SPC student username and password to log on to a computer. You should also use a flash drive or cloud-based account to save your work. Find out more about locations and hours at **spcollege.edu/computer-labs**.

Enrollment Verifications

An enrollment verification is an official document verifying your enrollment status, attendance dates, and good academic standing. You can obtain up-to-date information on your enrollment status and student loan notices online in the MySPC portal.

You can:

- Download and print enrollment verification certificates to provide to third parties
- Find out when deferment notices were sent to your student lenders
- View your enrollment history
- View proofs of enrollment sent on your behalf to student service providers
- Get a list of your student loan holders
- Print good student discount certificates

To access the National Student Clearinghouse:

- Log into your MySPC portal
- Choose My Status
- Choose My Academic Status
- Select the Enrollment Verification option from the left hand menu

Excess Hours Advisory Statement

Section 1009.286, Florida Statutes, establishes an "excess hour" surcharge for a student seeking a baccalaureate degree at a state university. It is critical that students, including those entering Florida colleges, are aware of the potential for additional course fees. "Excess hours" are defined as hours that go beyond 120% of the hours required for a baccalaureate degree program. For example, if the length of the program is 120 credit hours, the student may be subject to an excess hour surcharge for any credits attempted beyond 144 credit hours (120% x120).

All students whose educational plan may include earning a baccalaureate degree should make every effort to enroll in and successfully complete those courses that are required for their intended major on their first attempt. Florida college students intending to transfer to a state university should identify a major or "transfer program" early and be advised of admission requirements for that program, including the approved common prerequisites. Course withdrawals and/or repeats, as well as enrollment in courses nonessential to the intended major, may contribute to a potential excess hours surcharge.

FloridaShines

FloridaShines offers an array of FREE online tools and resources designed to help students succeed in school, earn a college degree, and embark on a rewarding career. Sponsored by the Florida Department of Education, FloridaShines is also the website where SPC students may apply to be transient students at another Florida public college or university. Visit **floridashines.org**.

Health Program Tutoring/New Initiative Program (NIP)

The New Initiative Program/Learning Support Center provides free tutoring to pre-health and health education students. Visit **spcollege.edu/new-initiative-program**.

Honors Program

St. Petersburg College's Honors Program provides an exemplary education and an intellectual learning community that encourages our most talented and motivated students in creative and critical thinking and developing research and leadership skills. Consider enrolling in honors classes if you:

- Are a motivated student with a good academic record (3.5 GPA, score of 120 on the reading and writing sections of college placement test)
- Want to take academically challenging classes with other highly motivated students
- Want an honors distinction on your transcript

Honors scholarships are available for qualified applicants. Visit **spcollege.edu/honors-program**.

International Programs

The Center for International Programs (CIP) offers students international opportunities around the world, as well as across the college and community.

- **Study Abroad**

  Studying abroad is one of the most important experiences you can have. The experience allows for personal growth by changing perspectives and inviting tolerance for different cultures and peoples. It also provides you with the necessary skills to be competent global citizens in the 21st Century. Travel and earn college credit through numerous study abroad programs available through SPC and other colleges, universities, and organizations. Scholarships are available.
  Visit **stpe.co/studyabroad**.

- **International Events**

  You don't have to get on a plane to experience diverse cultures – they are all around us! CIP offers activities on and off campus that will transport students to another culture. For on-campus activities, see our International Events Calendar. For off-campus opportunities, see our GoGlocal Calendar!

  Think Global; Act Local.
  Both of these calendars can be found at **spcollege.edu/international-programs**.

- **Global Citizen Program**

  The Global Citizen Program (GCP) is designed to provide students with the knowledge, skills, and attitudes of a competent global citizen who is ready to live and work in a diverse world. The GCP includes curricular and extracurricular components that students complete alongside degree programs.
  Get an edge up as you prepare to work in a diverse and global workforce! Visit **spcollege.edu/international-programs**.

- **International Student Services**

  International students bring intellectual and cultural diversity to our campuses. Students from around the world make SPC their home and provide opportunities for students, faculty, and staff to learn varying perspectives in the classroom and beyond. CIP supports international students to help them succeed academically and become integrated into campus life. Visit **spcollege.edu/international-programs**.

Learning Plan Tool

SPC has an online planning tool to help you automate picking classes that meet your degree requirements. Using the planner tool, sometimes referred to as MyLearningPlan, you will stay on track with your degree requirements. Please explore our step-by-step tutorials to learn more.
Visit **stpe.co/videotutorial**.

Library

Visit your campus library for resources, research and citation assistance, wireless access, study spaces, cloud-based copiers/printers, and technology use. You can check out materials or use any of the services our campus libraries provide by using your student ID. You can also use our online library and Ask A Librarian services to perform research or request assistance at your convenience. Plus, our partnership libraries on the Clearwater, St. Petersburg/Gibbs, and Seminole campuses offer the benefits of a public library and college library, all in one. Visit **spcollege.edu/campus-libraries**.

MyCourses Learning Management System

MyCourses is the learning management system used at St. Petersburg College to help facilitate all online and hybrid/blended courses, as well as the college's web-enhanced courses offered in a face-to-face or Live Online environment. MyCourses is a convenient online system that provides students with many opportunities to interact with course materials and communicate with instructors and classmates from any internet-connected device, including iPads, tablets, and mobile devices.

To access MyCourses, click Titans Login on the top-right of the SPC homepage and use your SPC email address and password to log in. You will land on your Titan Hub dashboard. Within your Titan Hub dashboard, you will be able to select the MyCourses Widget or click the MyCourses link on the left-side menu. Once you are logged in to MyCourses, the courses in which you are enrolled will appear on the left side of the page. A calendar with important college dates and college news will appear in the middle, along with a list of student resources on the right.

Also available in MyCourses is the "Introduction to MyCourses" course. The course aims to provide an overview of the MyCourses environment and allows students to interact with some of its most commonly used tools. The course consists of five modules and each one covers a topic related to student success and the use of online learning tools.

Online Classes

SPC offers a robust selection of online college courses and fully online programs. Most SPC programs can be completed 100% online. Online students have access to all student support services and the opportunity to participate in college activities either on-campus or online. Learn more about becoming an online student at **spcollege.edu/online.**

Testing

Taking a College Placement Test (CPT) helps determine what reading, English, and math courses you should register for at SPC. This is not a pass/fail test. Test scores are used to help you decide what level classes you should start with to help you be more successful. SAT and ACT test scores may be used in lieu of the CPT.

The CPT is required unless you entered ninth grade in a Florida public school in the 2003-04 school year or later and graduated from a Florida public high school with a standard high school diploma or serve as an active duty member of the United States military. The college offers college placement tests (PERT, Accuplacer) free of charge for all incoming students. For testing locations and hours, including distance testing, as well as test preparation resources and more, visit **spcollege.edu/testing**.

Transient Students

At SPC, there are two types of transient students. The first type is an SPC student who wishes to remain degree-seeking at SPC but take a class at another college or university to accelerate degree completion. The second type is a student who is degree-seeking at another institution but wishes to take one or more classes at SPC. Information on both types of transient students and requirements and procedures for approval can be found at **spcollege.edu/transient-students**.

Transcripts

Your SPC transcript is the official, permanent academic record that includes the classes you have taken, grades earned for each class, honors, and degrees completed. Official transcripts may be ordered by logging into your MySPC account. Visit **spcollege.edu/transcripts**.

Transferring to SPC

If you attended another college or university and want to attend SPC, you are considered a transfer student. To be admitted to SPC, you will need to submit official transcripts from every regionally accredited college that you've attended. It's very important that SPC receives all of your official transcripts within your first term of admission or re-admission, as it may impact your ability to enroll for subsequent terms. Students enrolled in a degree-seeking program will have a one-term grace period to submit all official transcripts. Giving your complete educational history to SPC allows you to:

- Receive credit for your previous work
- Minimize the potential for repeating courses at SPC that you already successfully completed elsewhere
- Simplify the registration process
- Save you time and money

Please note that limited-access programs may require receipt of all official transcripts for program admission, regardless of accreditation type.

Tutoring and Classroom Support - Free

The Learning Centers provide free on-site and online tutoring for writing, math, and science courses taught at SPC as well as computer assistance to help with software-enhanced coursework, MyCourses navigation, and/or basic computer applications. Make an appointment with our instructional support team at spcollege.libcal.com for optimal service. In addition, Tutor.com provides supplemental on-demand service during evenings, overnights, and weekends for free through MyCourses. All of this support is available whether you are doing well in a class or just need some extra assistance.
Visit **spcollege.edu/tutoring**.



Academic Policies

College Preparatory Courses

If your test scores indicate that some review is needed, you may be required to take college preparatory classes that do not count toward your degree. These courses teach skills in academic fundamentals, so you'll be ready to meet the challenge of college-level course work. Students who need college preparatory courses are required to take a College Success Skills course. Free tutoring also is available in the Learning Centers at each campus. For students who do not have SAT or ACT scores, the college offers placement tests (PERT, Accuplacer) free of charge.

If you entered ninth grade in a Florida public school in the 2003-04 school year or later and graduated from a Florida public high school with a standard high school diploma or serve as an active duty member of the United States military, then you have choices regarding college preparatory courses. Depending on your decision, you may choose to quickly complete one to two credit courses that target specific areas for improvement, take free work-at-your-own-pace classes to get ready for college-level math, reading and writing, or enroll directly into college-level classes. Our Advising Centers can provide a quick assessment to help you decide what is right for you.

Common Prerequisites

If you plan to enroll in an upper-division program at SPC or transfer to an upper-division program at a state university in Florida, you will need to complete the state mandated prerequisites required for your major as part of your Associate in Arts (A.A.) degree. This means you will not have to take one set of courses to qualify for admission to one university and another set of courses for another university. Limited-enrollment programs may have GPA requirements, but course requirements will be the same across Florida institutions. You can find the requirements for about 250 university majors and track your progress toward completion through the A.A. transfer evaluation tool on the FloridaShines website at **floridashines.org**.

Academic Appeals

Before lodging a grievance or appeal, you are encouraged to seek an informal resolution with the employee in the department or course faculty directly responsible for the service or department of instruction. If the matter is not resolved during the informal process, you may file a formal grievance or appeal using the appropriate steps provided at **spcollege.edu/appeals**. When submitting a grievance or appeal, please provide as much information and documentation as possible. For detailed information see Board of Trustees' procedure P6Hx23-4.36 (Student Grievances and Appeals), P6Hx23-4.46 (Program-Based Good Academic Standing, Academic Warning, Probation, Suspension, and Dismissal), and P6Hx23-4.461 (Academic Affairs: Academic Honesty Policies). Visit **web.spcollege.edu/botrules** for more information.

Academic Honesty Policy

SPC expects you to be honest in all of your academic work. By enrolling at the college, you agree to adhere to high standards of academic honesty and integrity and understand that failure to comply with this pledge may result in academic and disciplinary action, up to and including expulsion from the college. As a member of the college community, you also have an ethical obligation to report violations of the SPC academic honesty policies you may witness. Visit **spcollege.edu/student-rights**.

Academic Standing Policy

Good academic performance and a clear path to the finish are keys to your success at SPC. These policies, which apply to all students, have been put in place to help you stay focused on your goal and get you back on track if you falter. All degree-seeking students enrolled at SPC must adhere to the Academic Standing Policy. Visit **spcollege.edu/student-rights**.

Course Load

The maximum course load is 18 credit hours in regular Fall and Spring terms and 12 credit hours in the Express and Summer terms. SPC has developed the Credit Hour Commitment Model to help you determine the appropriate course load for each term. For every one credit hour enrolled, 48 hours of time should be committed. This commitment includes both time spent in class as well as time spent completing assignments and preparing for coursework. For example, a 16-week three credit hour class would require 144 total hours of commitment or nine hours for each of those 16 weeks. Classes that meet for less than 16 weeks will require larger weekly time commitments. Please see the table below. You should consider work, family, and other responsibilities when determining the appropriate course load.

Session Type	Credit Hours	Total Hour Commitment	Weekly Commitment
16-week	3	144	9 hours
10-week	3	144	14.4 hours
8-week	3	144	18 hours
5-week	3	144	28.8 hours

Repeat Policy for College Credit Courses

You may repeat a course once for which a grade of "C" or higher has been earned. Retaking the course may be allowed if it is required for: (1) teacher recertification, (2) specifications of a regulatory agency, (3) licensure, (4) program requirements, or (5) it is to replace credit earned through examination, i.e. AP, IB scores. Repeating a course to meet program requirements must be for either the purpose of improving the grade to be considered for admission to a specific program or a significant length of time has elapsed since the course was originally taken and you need to update your knowledge to meet current program requirements. Under this provision, the highest grade earned will be used in computing the average GPA.

You may request to repeat a course following the appropriate steps at **spcollege.edu/student-rights**. See BOT Procedure P6Hx23-4.15 at **web.spcollege.edu/botrules** (Sec. I).

When you attempt a course for the third or more time, you will pay the full cost of instruction (defined as the out-of-state tuition and fees rate). You may appeal the full cost provision on the basis of extenuating circumstances and on an individual basis related to financial hardship.

You may file an appeal using the appropriate steps provided at **spcollege.edu/appeals**. Be advised that on the third attempt, students MAY NOT receive a grade of "I," "W," or "X," but must receive the letter grade earned. See BOT Procedure P6Hx23-4.15 on **web.spcollege.edu/botrules** (Sec. II).

Incomplete Policy

If you are given an incomplete (I) you will have until the end of the next full 16-week term to complete the remaining requirements and receive a permanent grade, or the grade will convert to an "F." This means if you receive an incomplete at the end of Term I, you must complete the remainder of the course work by the end of Term II. The only exception to the time frame is for an "I" granted at the end of Term II. In that instance, you would have until the end of the next 16-week term, which would be Term I of the next academic year. See BOT Procedure P6Hx23-4.15 at **web.spcollege.edu/botrules** (Sec. IV).

Voluntary Audit/Withdrawal Policy

You must choose the option to audit a course before the end of the drop/add registration period. You may elect to withdraw voluntarily from a course through the last day to withdraw with a final grade of "W." These dates are listed in the academic calendar on the college's website. If you voluntarily withdraw after the last day to withdraw, you will receive a grade of "WF."

If you are a financial aid recipient and are thinking about dropping classes, please consult an advisor to make sure you understand the academic and financial consequences. Visit **spcollege.edu/student-rights**.

Register for classes 24/7

Registering for classes online is easier than ever. Make sure to connect with an advisor, preferably your assigned advisor, to ensure your learning plan is up to date. Your approved learning plan will speed up the registration process and help take the guesswork of deciding what courses to take for your program. To register for classes online, log in to MySPC and:

- Check your To-Do List and view holds that might prevent registration
- Check your financial aid status
- Check your student email
- Register for classes

Register as early as possible to get the best schedule. Visit **spcollege.edu/calendar** for registration dates.

Need Help?

*Tuition**

Lower division courses

In-state, per credit hour $111.75

Out-of-state, per credit hour.....$386.90

Upper division courses

In-state, per credit hour $122.70

Out-of-state, per credit hour.....$425.79

In addition, an Access fee of $3 per credit hour will be assessed.

* Tuition and fees are subject to change. The most recent rates are posted at **spcollege.edu/tuition**.

Paying your tuition

Paying your tuition is the last step in registration. It is important that you pay your fees by the due date listed on your fee schedule to avoid being dropped from your classes. Log in to MySPC for your due date and payment amount. Select the My Account tile for additional information and payment options.

- **Residency for Tuition Purposes**
  The amount of tuition you pay is based on in-state and out-of-state fees. To be considered for in-state fees, you must submit specific documentation by the first day of classes. Learn more at **spcollege.edu/residency**. If you have specific questions about residency, contact **residencyquestions@spcollege.edu**.
- **How to pay tuition**
  You can pay your tuition online or on campus by visiting **spcollege.edu/tuition**. If you decide to pay online, please use a browser other than Safari, as this browser is not compatible for online payments.
- **Tuition Payment Plan**
  SPC offers an interest-free tuition payment plan that is affordable and convenient. To use this payment plan, you pay a percentage up front and an enrollment fee of $30-$40, depending on when you apply. Visit **spcollege.edu/payment-plan**.
- **Florida PrePaid Tuition Plan**
  SPC accepts Florida PrePaid (FPP) college funds. SPC students are no longer required to request that FPP be processed. Please allow one business day after registering for classes for your FPP to be processed and to check your balance due. Visit **spcollege.edu/florida-prepaid**.
- **Refund Policy**
  Review details on SPC's refund policy at **spcollege.edu/tuition-refunds**.

Financial aid

Get details at **spcollege.edu/financial-aid**, and read more later in this section.

After You Register (new students)

- **Review your To-Do List**
  It is important to log in to MySPC to review items that require your attention. These items are commonly referred to as your "To-Do List" and you will also be able to see any communications that SPC has sent to you. Completing your To-Do List items in a timely manner will expedite your becoming fully degree-seeking and will help determine your eligibility for financial aid.
- **Get your Student ID**
  Visit **spcollege.edu/student-ID** and follow the steps to obtain your ID card online or on campus. Your ID card allows you to check out library materials, attend student events, use computer labs, and use campus wellness centers. You can also enjoy free PSTA bus service with your SPC student ID card.
- **Activate your refund preference**
  If you are 16 years old as of the first day of classes and enrolled in at least one credit hour, you will receive any refund package from BankMobile. Using your refund code, you will be able to set up a refund option with BankMobile for excess financial aid and tuition refunds. For additional information, go to **spcollege.edu/bankmobile**.

Athletics

SPC has high-quality intercollegiate athletic teams competing for conference, state, and national championships in women's softball, tennis, volleyball and basketball and in men's baseball and basketball. Our teams compete in Region VIII of the National Junior College Athletics Association (NJCAA). For more information, visit **athletics.spcollege.edu**.

Bulletin Boards

If you have an event you'd like to promote or an item or service you'd like to sell, contact the campus Student Life and Leadership office for approval to post notices on each site's general-interest bulletin boards. The college reserves the right to restrict commercial postings.
Visit **spcollege.edu/student-life-leadership**.

Clubs and Organizations

Student clubs and organizations are a great way to get involved. SPC has a variety of academic clubs, musical ensembles, and special interest clubs. You can also get involved in your campus Student Government Association.
Visit **spcollege.edu/student-life-leadership**.

Event Calendar

The college offers various events on campus, online, and in the local community throughout the year. Students can attend shows and exhibits at the Palladium Theatre, the Leepa-Rattner Museum of Arts, and productions by our Performing Arts program students. Stay in virtual touch with your campus community and join us for a variety of seminars, workshops, and even trivia nights! Discover more about upcoming events on our social media sites and Titan Connect app. Visit **spcollege.edu/social-media** and **titanconnect.spcollege.edu**.

Social Media and Titan Connect

Connect with SPC online to keep up with college news, events, and more. You can find all of SPC's social media accounts at **spcollege.edu/social-media**. Titan Connect is your portal to get involved. Search events, look up student organizations, connect with resources and find out what's happening today! Visit **titanconnect.spcollege.edu** or download the app by searching for Modern Campus Presence on your mobile device.

Student Lounges

Most campuses have a student lounge where students can relax, study, watch TV, play pool, table tennis, and other games.

Student Publications

Explore SPC publications at **spcollege.edu/social-media**. The official student newspaper of SPC is available at **Sandbox.spcollege.edu**.

Student Recreational Activities

SPC sponsors many intramural and recreational activities that provide friendly, organized competition. These include basketball, table tennis, bowling, flag football, volleyball and soccer.
Each student is responsible for accident insurance. Stop by the Student Life and Leadership Office for details.
Visit **spcollege.edu/student-life-leadership**.

Volunteer

SPC looks forward to welcoming you as an integral part of our volunteer team.
Check out exciting volunteer opportunities at **spcollege.edu/volunteer** and get involved. Your time, knowledge, and experience can make a significant difference in the lives of our dedicated students. We appreciate our volunteers' consideration and sincerely value their service.

Wellness Centers

Our wellness centers are equipped with resistance machines, free weights, and various cardiovascular machines such as treadmills, exercise bicycles, and StairMasters. These workout facilities are free of charge and open when they aren't being used by a physical education class.
Visit **spcollege.edu/wellness-centers**.

Accessibility Services

Accessibility Services carries out SPC's commitment to the open-door concept and equal access to educational opportunities for all qualified individuals with disabilities. Accessibility Services coordinators and staff oversee a variety of services, including classroom and testing accessibility, sign language interpreters, assistive technology, and training through the Accessibility Services office on each campus. Visit **spcollege.edu/accessibility-services**.

Campus Safety

SPC is dedicated to providing a safe campus environment. If you have concerns about suspicious behavior or an unsafe situation, report it promptly to campus authorities or to collegewide Security at 727-791-2560. In an emergency, call 911 then notify the security office. Visit **spcollege.edu/safety-security** and **spcemergency.com** for:

- Emergency numbers
- Safety Tips
- Crime and OSHA reports
- Sexual offender list
- Reporting suspected abuse
- Reporting sexual violence and misconduct
- Emergency Response Guide
- Emergency Management Plan
- Hurricane preparedness
- Parking rules
- Weapons on campus policy

Career Services

SPC Career Services can help you select a career direction and the appropriate program of study. We can help with personal assessments, career exploration, and choosing an SPC major. In addition, we help you prepare a job search strategy, discover internship opportunities, develop a resume, and more. Learn about our free career tools, events, and services at **spcollege.edu/career-services**.

Children on Campus

Other than in an emergency when specifically approved by the campus provost, the provost's designee or a supervisor, employees and students shall not bring children to work or class other than for an occasional quick visit, to drop off a paper, pick up materials, or other similar activities. In no case is a child to be left unattended on the college premises. If there are questions about the procedure, contact the provost or associate provost on your campus.

Commencement

Commencement is the event or formal celebration of the degree being earned. It is a time for you to receive well-deserved recognition for your hard work. Graduation ceremonies for the college are held two times a year, at the conclusion of the fall and spring terms. Students who complete graduation requirements in the summer term may participate in either the spring or fall ceremony. Since SPC holds the graduation celebrations prior to degrees being verified, students are considered a candidate for graduation. For question regarding the commencement ceremony and other graduation events, visit **spcollege.edu/graduation**.

Emergency Preparedness

SPC's Office of Emergency Management is dedicated to the safety of students, staff, and visitors. For all emergency situations (hurricane, tornado, bomb threat, evacuation, etc.), students should stay informed by visiting SPC's Emergency and Hurricane Preparedness website at **spcemergency.com**, and by registering their phones for SPC Emergency Alerts in their MySPC profile under My Personal Information menu, select Phone Numbers to update home and/or cell number. Select Emergency Notification to confirm if you want to be contacted by cell phone and/or text message and hit Save. Then text YES to 68453 from your cell phone to opt-in for texts. (Persons opted in in the past do not need to opt in again.) We encourage students and staff to read the Emergency Response Guide posted in each building, know where to go during an emergency situation, and have a plan for anticipated emergency situations. **Being prepared is everyone's responsibility.** Updates can also be found by calling or visiting the sites below, and via local news outlets:

- Emergencies – Call 911
- Call SPC Security – 727-791-2560
- Visit SPCemergency.com
- SPC toll-free number – 866-822-3978
- MySPC login – Register your cell phone for emergency alerts

Food Services

Nearly every campus has a place to snack between classes. Explore your options at **spcollege.edu/food-services**.

Graduating From SPC

Graduation refers to the term in which you have officially and successfully completed all of your degree requirements and the degree is recorded on your official transcript. Email notifications will be sent to students who have been identified as eligible for graduation to the student's SPC email account within six weeks after the term begins. At the end of each term, students who meet all graduation requirements will automatically be awarded their degree or certificate. Students are responsible for determining all graduation requirements are complete. Please review your progress by logging in to MySPC and choosing the My Academics tile, then choose Academic Progress in the navigation bar. It is highly recommended that you meet with your Academic Advisor prior to your last semester in order to review your records and ensure all graduation requirements will be met. For further details, visit **spcollege.edu/graduation**.

Housing

There are no residence halls at SPC. However, there are several apartment complexes near each college site.

Insurance

The college does not provide accident or health insurance for students. Optional student insurance may be obtained from an insurance company at the student's expense. Certain courses require the student to obtain insurance for which a special fee is charged. Visit **spcollege.edu/student-insurance**.

Internships

Internships are supervised, practical learning experiences in a work setting related to your program of study. Through course assignments and workplace projects, you will apply, connect, and extend academic theory and competencies for the purpose of building professional skills and affiliations. Contact internship staff at 727-341-3019 for more information, or go to the internship website at **spcollege.edu/internships**.

Parking

Parking is free on most SPC campuses, as long as you park in spaces marked and reserved for students. Students are urged to register their vehicle with SPC security at **spcollege.edu/parking**.

PSTA Bus Pass

Through an agreement between PSTA (Pinellas Suncoast Transit Authority) and SPC, students, faculty, and staff can enjoy free bus service through the Universal Pass, or UPASS. Simply show your current student or staff ID when boarding a PSTA bus and you can ride for free.
Visit **spcollege.edu/bus-service**.

Student Assistance Counseling Program

If you need support, advice, or just a friendly ear, help is only a phone call away. SPC offers this service FREE to SPC students.
Visit **spcollege.edu/counseling-services**.

Student ID/Library Card

Your student ID card allows you to check out library materials, attend student events, use computer labs, and use campus wellness centers. You can also enjoy free PSTA bus service with your SPC ID card.
Visit **spcollege.edu/student-ID** and follow the steps to obtain your ID card online or on campus.

Student Support Services Program

Student Support Services (SSS) is a federally funded grant program under the Department of Education. SSS is a limited access program in which services are provided to first generation and limited-income students. SSS provides services such as tutoring, academic advisement, textbook & laptop lending, scholarships, cultural events, and a list of additional services to ensure retention and graduation.
Visit **spcollege.edu/sss**.

Technical Support Center

From registration to coursework to email and everything in between, the support center can assist with technical issues related to MySPC, MyCourses, student email, and other technology-related issues. Hours are 7 a.m. to midnight, seven days a week, with the exception of federal holidays and some college closed dates. They can be reached at 727-341-4357 or via email at **onlinehelp@spcollege.edu**. Visit **support.spcollege.edu** for more information.

Textbooks

You can purchase or rent new, used, or digital books at bookstores operated on campus and online by Barnes & Noble. You can automatically order your textbooks after registering in MySPC and have them shipped to your home or pick them up at any Barnes & Noble bookstores on campus. If you are receiving financial aid and your aid exceeds your tuition and fee charges, you may purchase books and supplies using our Book Line of Credit, a short-term, interest-free loan at our campus bookstores. Visit **spcollege.edu/textbooks**.

Titans Care Centers

SPC is here to help you navigate student life and offers assistance in several areas to help you stay safe and healthy. Whether you need child care assistance, community resources for life issues, counseling services, food pantries, or free bus rides, we are here to help.
Visit **spcollege.edu/titans-care-resources** for more information.

Veterans Services

SPC has been consistently named one of the top veteran-friendly colleges in the country. Veterans Services student support staff will offer help with Department of Veterans Affairs (VA) educational benefits. Veterans Services Student Support Centers on campus provide specialized resources to Veterans, eligible dependents, active duty servicepersons, and members of the Selected Reserve. Visit **spcollege.edu/veterans-services**.

Women on the Way (WOW)

Through collaboration and support, Women on the Way (WOW) empowers and inspires students to be resilient in achieving success. The program has been helping women succeed since 1981. WOW, located on SPC's Clearwater, Seminole, and St. Petersburg/Gibbs campuses, serves as a resource and support program designed to meet the educational needs of enrolled students who are seeking to complete a college degree or certification. Visit **spcollege.edu/wow**.

ST. PETERSBURG COLLEGE
A COMMUNITY of Care

Not sure how to pay for college?

Financial Assistance Services provides guidance on grants, scholarships, student employment, and loans to help pay college expenses. Online student services keep the same hours as you – 24/7/365. Log in to MySPC for instant access to your financial aid information under the Financial Aid tile, or visit **spcollege.edu/financial-aid** for a step-by-step checklist to apply for financial aid and the most up-to-date information on a wide range of topics.

FSA ID (Federal Student Aid ID)

Create your FSA ID at **fafsa.gov** before beginning to complete the FAFSA. It only takes a few minutes, allows some data to autofill in the FAFSA and could prevent processing delays.

FAFSA (Free Application for Federal Student Aid)

To apply for financial aid, you need to complete a Free Application for Federal Student Aid (FAFSA) at fafsa.gov. The information you provide determines whether you qualify for federal and state grants and federal work-study and loans.

Calculating your Financial Aid Award Package

Federal and other types of financial aid are based on financial need. Using the data collected on the FAFSA, financial need is calculated as follows:

Cost of Attendance less Expected Family Contribution = Financial Need

We use this formula and individual fund requirements to determine your financial aid awards.

Visit **spcollege.edu/financial-aid-award-package**.

Receiving Funds

You begin receiving financial aid refunds at the end of the fourth week of classes of the earliest session in which you are enrolled. If you are enrolled only in Express Session or Second 8 Week Session, your financial aid will be refunded at the end of the fourth week of that session. It is your responsibility to understand the attendance policies of all courses in which you are enrolled. Visit **spcollege.edu/receiving-financial-aid**.

Tuition and Fees

SPC deducts tuition, fees, the Book Line of Credit and the First Day Book Program charges from your financial aid award amount. If your award amount is less than the cost of tuition, fees, the Book Line of Credit and the First Day Book Program, you must pay the difference by the tuition due date. Visit **spcollege.edu/receiving-financial-aid**.

Less than Full-Time Enrollment

If you attend less than full-time during any term, your Cost of Attendance and financial aid award amounts will be adjusted. This could result in a reduction or removal of loans or other financial aid. Visit **spcollege.edu/less-than-full-time-enrollment**.

Book Line of Credit

If your financial aid exceeds your tuition and fee charges, you may charge up to $800 in books and supplies using the Book Line of Credit (a short-term, interest-free loan) at campus bookstores.

The amount of your Book Line of Credit is based on projected financial aid that will be refunded at the end of the fourth week of your classes. The bookstore will have your information on file and will apply your available book charges against your student account. Visit **spcollege.edu/book-line-of-credit**.

Disbursements

Disbursements occur when SPC receives federal, state, or other funds on your behalf. These funds are disbursed to your student account to cover your tuition, fees, the Book Line of Credit and First Day Book Program charges. The disbursement date is the date you will see in MySPC; however, this is not the date your excess funds are refunded to your refund option choice.

Loan disbursements – If your loan is for fall and spring, it will be disbursed in two payments, one half during the fourth week of your fall enrollment and one half during the fourth week of your spring enrollment. If your loan is for one term only, the entire loan will be disbursed in one payment during the fourth week of your enrollment for that term. Visit **spcollege.edu/financial-aid-refunds**.

Refunds

Financial aid refunds occur when the amount of the disbursements received on your behalf is greater than the amount owed for tuition, fees, the Book Line of Credit and First Day Book Program charges. The excess funds will be refunded to the refund option choice you made on BankMobile Disbursements. Choices include same business day deposit to the Vibe BankMobile Account (the fastest way to receive your funds) or direct deposit to your bank of choice account (funds available in 2-3 business days). Financial aid refunds begin at the end of the fourth week of classes of the earliest session in which you are enrolled. Visit **spcollege.edu/financial-aid-refunds** for refund dates and other details.

Student Employment Pay

Students working through student employment programs of Federal Work Study, America Reads, America Counts, or Student Assistants will receive their paychecks bi-weekly through their supervisor or directly deposited into their bank accounts. Visit **spcollege.edu/student-employment**.

Satisfactory Academic Progress

Federal regulations require that all students who receive financial aid demonstrate that they are moving through their academic program at a reasonable rate and are making progress toward their degree in order to continue receiving financial aid. Visit **spcollege.edu/sap**.

Withdrawing from Class

CAUTION: If you are a financial aid recipient and are thinking about dropping one or more classes or withdrawing from the college, please consult a financial aid counselor first to be sure you understand the consequences of this decision. Visit **spcollege.edu/withdrawals.**

It's MY FUTURE!

St. Petersburg College provides FREE, easy-to-use use loan management and planning tools so you can afford to finish your education without accumulating a pile of debt. Our best advice is:

- Don't borrow if you don't have to.
- If you need to borrow, borrow only what you need.
- Stay in contact with your student loan servicer to stay on top of what you owe.
- On-time repayment will help you establish a good credit rating.

IonTuitionTM, an online student loan management tool available through a single sign-on process in MySPC, makes it easy to manage your student loans all in one place! You may see your loan status, balance, payment amount, due date, interest information, and servicer contacts. You can elect to receive loan status notifications via email or text. A live chat option is available.

IonTuitionTM is also available to help with any questions regarding repayment of your student loans. Talk with an experienced counselor about repayment and postponement options. If you receive a call from IonTuitionTM, they are calling on behalf of SPC. Visit **spcollege.edu/its-my-future**.

CONTACT US

Financial Assistance Services is here to help! Ask questions using the most convenient method for you. Choose from:

- **PHONE** – Call 727-791-2485
- **PETE** – Our chatbot answers questions 24/7/365. To find PETE, go to **spcollege.edu/financial-aid** or any other financial aid webpage and look in the lower right corner.
- **ONLINE** – Submit your question online at spcollege.edu/askfas and select the "Online" tab.
- **VIRTUAL** – Speak with a live SPC financial aid counselor at **spcollege.edu/askfas** and select the "Virtual" tab.
- **ON CAMPUS** – Find campus hours and locations at **spcollege.edu/askfas** and select the "On Campus" tab.
- **WEBSITE** – Search **spcollege.edu/financial-aid** for detailed information, including instructional videos, on all financial aid topics.
- Student loan questions can be answered by logging into IonTuitionTM through MySPC or by calling 855-693-4932.

The most up-to-date student and academic information is available on the college website, **spcollege.edu**. Access important information about Board of Trustees Rules and College Procedures, students' rights and responsibilities, as well as student privacy and other policies and procedures at **web.spcollege.edu/botrules**.

Student Right-to-Know

Compliance and policy information for the following topics can be found at **spcollege.edu/student-rights**.

Academic Policies

- Academic Calendar
- Academic Honesty Policies, Honor Code
- Academic Integrity Policies and Procedures
- Academic Standing Policy
- Accreditation
- Articulation Agreements
- Attendance
- Auditing Classes Procedure
- College Catalog
- College of Education 2020-21 Title II EPI Report
- College of Education 2020-21 Title II ITP Report
- Course Repeat Procedure
- Current degree programs – Degrees + Training
- Current degree programs – Program Explorer
- Disciplinary Procedure
- Drop with a Refund
- Faculty and Instructional Personnel
- Faculty Resources
- Family Educational Rights and Privacy Act (FERPA)
- Florida Virtual Campus
- General Educational Development (GED)
- General Education Requirements
- Grading System
- Health and Safety Exemption Requirement
- Health Program Admissions
- Incomplete Grades Procedure
- Online Services
- Professional Licensure Disclosure
- Residents Outside of Florida and Professional Licensure
- Student Code of Conduct
- Student Ombudsman Office
- Student Organization Procedure
- Teach-Out Plan (Substantive Change)
- Transfer of Credit Procedure
- Withdrawal
- Warning, Probation, Suspension and Dismissal Procedure

Admissions

- Academic Programs
- Admission
- Admission Application
- Compensation for Recruiters and Admissions Staff
- Future Titans
- Program Admission Requirements
- Readmission
- Transfer Credit

Safety and Security

- Access to SPC Campuses
- Annual Security Report
- Campus Crime Reports
- Daily Crime Log
- Emergency Response/Evacuation
- Missing Student Notification Policy and Procedure
- Parking
- Reporting Abuse of a Minor
- Reporting a Crime/Important Numbers
- Safety Tips
- Sexual Harassment Policies and Information
- Sexual Offenders and Predators List
- Sexual Violence and Misconduct
- Threat Assessment
- Timely Warnings and Emergency Notifications
- Weapons and Firearms on Campus

Disputes and Appeals

- Complaints
- Contact SPC
- Discrimination Policy and Information
- Equal Opportunity/Equal Access
- Grievances and Appeals
- Student Ombudsman Office

Health

- Accessibility Services
- Drug and Alcohol Abuse Prevention
- Hepatitis B
- HIV/Aids Education
- Meningococcal Meningitis
- Student Assistance Program
- Tobacco/Smoke Free Campus Procedure (adopted August 2016)
- Vaccination Policy

Statistics

- Bachelor's Degrees
- Employment, Continuing Ed and Annualized Earnings by Year, select AS FETPIP Dashboard
- College Navigator
- Facts and Enrollment Statistics
- Florida College Transfer Students Attending Florida Public Universities
- Graduation Rates
- Graduation Rates for Certificate programs
- Graduation Rates for Student Athletes
- Net Price Calculator
- Placement Rates
- Retention Rates
- SPC Fact Book
- State's Economic Security Report
- Student Body Diversity
- University Partnership Center

Financial

- Have a financial aid question? Ask PETE, our chatbot, or ask onine, virtually, on campus or by phone
- Available Financial Aid
- Apply for Financial Aid
- Avoiding Student Aid Scams - what to watch for and how to report them
- BankMobile Disbursements
- Calculating Your Financial Aid Award Package
- Campus Based Policy
- Contact SPC
- Cost of Attendance
- Degrees and Training
- Dependency Overrides
- Direct Loan (Federal Direct Student Loan) Model Disclosure Form
- Federal Pell Grant
- Financial Aid Contacts
- Financial Aid Eligibility Requirements
- Financial Aid Refunds
- Grant Assistance From Your Home State
- It's MY FUTURE! Financial Literacy Program
- Last Day To Drop With A Refund (Drop/Add Policy)
- Net Price Calculator
- Private Student Loans
- Professional Judgement (includes Dependency Override)
- Refund Policy
- Return to Title IV Policy
- Rights and Responsibilities of Financial Aid Recipients (known as SPC as Conditions of Financial Assistance)
- Satisfactory Academic Progress (SAP)
- SPC Tuition Refunds
- Student Aid Eligibility Worksheet, select Possessing or Selling Illegal Drugs
- Student Complaints
- Student Grievances and Appeals
- Student Loan Entrance Counseling
- Student Loan Exit Counseling
- Study Abroad Financial Aid Eligibility
- Textbook Information
- Tuition and Fees
- Verification
- Withdrawals (includes Official and Unofficial Withdrawals and Return to Title IV Funds)

Other

- College Navigator
- Copyright Regulations
- Compliance Statements
- Constitution Day
- Establishing and Maintaining an Information Security Program
- Information Technology Acceptable Use
- Information Security and Privacy Policy
- Peer-to-Peer File Sharing
- Privacy Policy

- Refund Procedure
- Social Security Number Usage
- Study Abroad
- Third Party Servicers involved in Marketing, Recruitment and Admissions and the Administration of Title IV Financial Aid
- Voter Registration

Appeals Process

SPC values due process and fundamental fairness in its policies and procedures. Students may appeal certain determinations made and actions taken by the college according to the **Board of Trustees Student Grievances and Appeals Procedure** P6Hx23-4.36 located at **spcollege.edu/BOTrules**. An appeal is a formal request asking for a change in a determination made or actions taken by the college; when submitting a grievance or appeal, please provide as much information and supporting documentation as possible. For additional information on appeals and to submit an appeal online, visit **spcollege.edu/appeals.**

Complaint Policy

SPC is always looking for ways to improve. We are committed to providing prompt and fair resolution of all student concerns and strive to make the process of communicating such concerns as easy as possible. We take these concerns very seriously and the information below outlines this process. Examples of student complaints related to this policy include matters relating to college facilities (services received, facilities, etc.) or other services such as the college bookstore, student services, or campus cafeteria. To make a formal complaint:

1. Access the college's Student Complaint website at **spcollege.edu/complaint**.
2. Complete and submit the online complaint form. If you are unable to submit an electronic form, a college employee may submit the form on your behalf.
3. Your complaint will be routed to the appropriate department and you will receive confirmation of receipt within 24 hours (not counting days the college is closed) that the complaint has been received.
4. The complaint will be processed and you will be notified of the resolution in writing.

Academic appeals and student grievances are not considered complaints and should be lodged through the formal student grievance/appeal process found in the SPC Board of Trustees Rules and College Procedures (P6Hx23-4.36). If you have an academic grievance or appeal, please utilize this process. Students or third parties who have a disability related grievance and who are alleging disability discrimination in violation of Section 504 of the Rehabilitation Act of 1973 should see College Procedure P6Hx23-4.364 and follow this process. Visit **spcollege.edu/student-rights** for more information.

Conduct

SPC students are expected to conduct themselves in a manner that will reflect credit to the college, the community, and themselves. Each student, by registering, assumes the responsibility to become familiar with and abide by the general regulations and rules of conduct outlined at **spcollege.edu/student-rights**.

Controlled Substances, Alcoholic Beverages, Tobacco, Smoking and Marijuana

Drug-Free Campus and Workplace – Drug and Alcohol Prevention Program

St. Petersburg College ("College") is committed to providing a safe academic and workplace environment in compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989 and the Drug-Free Workplace Act of 1988, applicable local, state, and federal laws, rules, and regulations. As a result, the SPC Code of Conduct Procedure P6Hx23-4.33, prohibits the unlawful manufacture, sale, possession, use, or distribution of illicit drugs (including drug paraphernalia and prescription medication without a prescription) and/or alcohol by College students or employees on College premises or as part of any College program or activity. The College's Drug and Alcohol Abuse Prevention Program describes: 1.) The applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol. 2.) The health risks associated with the use of illicit drugs and the abuse of alcohol. 3.) drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or student. 4.) The disciplinary sanctions the College may impose. Sanctions for violations may include, in severe cases, suspension and dismissal from the College, as well as criminal penalties related to

Florida Statute Chapter 893 and/or any applicable state or federal laws. Visit **stpe.co/flstatutech893** for more information. See BOT Procedure P6Hx23-2.02 for a complete description of the College's Drug and Alcohol Abuse Prevention Program.

Tobacco and Smoke Free Policy

SPC is a tobacco and smoke free college. Smoking and/or the use of any tobacco is prohibited in all College facilities and on all College property, without exception, including but not limited to, all buildings and portions of buildings owned or leased by the College, including, without limitation, atria, entry ways and enclosed hallways within buildings. Outdoor areas include, but are not limited to, parking lots, grounds, rooftops, plazas, courtyards, entrance and exit ways, and any other areas of the College campus. See BOT Procedure P64x23-1.37.

Marijuana and Medical Marijuana

State law does not require the College to accommodate the use of medical marijuana in the classroom, in the workplace, or by individuals attending class or working while under the influence of marijuana. The manufacture, selling, dispensation, possession, use, distribution, or being under the influence of marijuana for medical purposes is not allowed on any College property, at any College-sponsored event, or as part of any College activities for any purpose by employees or students.

Copyright Regulations

SPC supports and encourages its employees and students to develop scholarly and creative works and educational materials and products (intellectual property) which may be subject to copyright, trademark, or patent regulations and which may generate royalty income. Also, ownership in a work prohibits another's copying of the work or distributing copies of the work unless one or more of the following apply:

- the work was never copyrighted
- the copyright in the work has expired
- the work lies in the public domain
- the copying and/or distribution falls within "fair use" privileged under Section 107 of the Copyright Act of 1976
- the copying and/or distribution falls under certain library or archival copying privileged under Section 108 of the Copyright Act of 1976
- the copyright owner has given appropriate permission

The College's rules and procedures are designed to balance, protect, and define the respective rights of St. Petersburg College, its employees and students regarding intellectual property and copyright laws. Refer to Board of Trustees' Rules and Procedures 6Hx23-1.35, P6Hx23-1.35, P6Hx23-1.351 for copyright policies and a description of published and unpublished materials that may be subject to copyright regulations. Visit **web.spcollege.edu/botrules** for more information.

Discrimination

SPC does not tolerate discrimination in its employment practices or in the admission and treatment of students. All SPC employees and students are responsible to adhere to SPC's Nondiscrimination Policy. Violators are subject to disciplinary action, which may include reprimand, suspension, or dismissal. For information on types of discrimination, College policies, and reporting information, visit **spcollege.edu/discrimination**.

HIV/AIDS

Information on the Human Immunodeficiency Virus and its prevention can be found at **hivinfo.nih.gov**.

Reporting Abuse of a Minor

Under Florida Law, all persons have a legal obligation to report suspected instances of child abuse, neglect or abandonment, regardless of whether an alleged perpetrator is the child's parent, legal custodian, caregiver or other person responsible for the child's welfare. Get more information on reporting obligations at the Florida Abuse Hotline (1-800-962-2873) or online via the website Florida Department of Children and Families website.

In addition, Florida college administrators are obligated to timely report, under penalty of law, any knowledge or reasonable suspicion that an abuse, neglect or abandonment of a minor has occurred on college property or during a college sponsored activity, event or function. All students and employees who have knowledge of, or have reasonable cause to suspect, the abuse, neglect or abandonment of a minor on campus must report such knowledge or suspicion to Campus Security (727-791-2560) and to the Campus Provost, and as

may be appropriate, to the Florida Abuse Hotline. Remember, if there is an emergency, first dial 911 for emergency assistance, and then Campus Security. Failure to properly report may result in substantial institutional sanctions and employee discipline.

For more information regarding the definitions of abuse and neglect, sanctions for non-compliance, and reporting obligations of college employees, please see the Board of Trustees' College Procedure at Reporting Abuse of a Minor.

Safety Reports

SPC's Security Department is dedicated to the safety of students, staff, and visitors by providing quality services and information to help make the time that you spend at SPC safe and enjoyable. Visit **spcollege.edu/student-rights** for current reports on:

- Criminal activity on campus/neighboring area
- Sexual Offenders List
- OSHA Report

A hard copy of the safety reports will be provided upon request.

Sexual Harassment

SPC has a strong commitment to keeping its workplaces and classrooms free from sexual harassment. The responsibility for doing so rests with each member of the college community. For information on types of sexual harassment, frequently asked questions, and reporting contacts, visit **spcollege.edu/sexual-harassment**.

Sexual Violence and Misconduct

SPC is committed to preventing sexual violence (including sexual assault) and sexual harassment on all of its campuses and other facilities. For more information on sexual violence and misconduct on campus, including SPC's policies and procedures, reporting information, what is prohibited, penalties, victim's rights, available resources, and more, visit **spcollege.edu/sexual-misconduct**.

Student Records

Students and eligible parents and guardians have the rights as afforded by the Family Educational Rights and Privacy Act (FERPA) to:

- Inspect and review education records within 30 days of the day the college receives a request for access
- Request the amendment of a student education record the student believes is inaccurate
- Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent
- Obtain a copy of the college's policy on student records from the office of the Associate Provost on each campus, center, or site
- Restrict the release of college directory information, which can be done in the "My Information" section of MySPC
- File a complaint concerning any and all alleged failures of a state college to comply with the requirements of FERPA with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-5901

For more information on FERPA, what constitutes directory information, and how to exercise your right to restrict access to it, visit **spcollege.edu/student-rights**.

Students also have a responsibility to keep the information in their student record up-to-date. Some of these changes (address, phone number, home email) can be done by the student in MySPC under the Profile tab. However, name, date of birth, and social security number changes must be initiated by the student completing a Request for Change of Official SPC Records form and submitting it to the Admissions and Records Department. Forms can be found at **spcollege.edu/forms-online**.

Service Animals

SPC is committed to providing a learning and work environment that is inclusive of all and welcomes those with service animals on campus and in the classroom, as well as at all college activities and events.

For more information on the use of service animals, please see Board of Trustees Rules and College Procedures 6Hx23-1.251 and the Information for Individuals Using Service Animals page at **spcollege.edu/service-animals**.

NOTES

St. Petersburg College
SPC

2023-24 STUDENT PLANNER

TASKS

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DON'T FORGET!

SPC St. Petersburg College

TITAN CONNECT

YOUR COLLEGE EXPERIENCE AT YOUR FINGERTIPS!

Titan Connect is your portal to get involved. Download the mobile app to:

- Search for college events and activities
- Look up student clubs and organizations
- Connect with helpful resources
- Find out what's happening today at SPC!

Visit **titanconnect.spcollege.edu** or download the app by searching for Modern Campus Presence on your mobile device.



EASY TO USE AND MOBILE FRIENDLY



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