



2018-19

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STUDENT PLANNER  
AND HANDBOOK

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*STRONG!*  
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St. Petersburg College

**SPC**

# INTEGRATED CAREER AND ACADEMIC ADVISING



DEFINE YOUR PATH | INTERESTS | SKILLS | VALUES |  
SEARCH DATABASES | CAREER OPTIONS | ACTION PLAN  
[go.spcollege.edu/careerservices](https://go.spcollege.edu/careerservices)

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP Code \_\_\_\_\_

Phone \_\_\_\_\_

2-2018

This handbook is intended to enhance your college experience. Inside you will find helpful tips on resources available to you to help you succeed. You also will find a calendar to help you plan your school related activities.

SPC makes it easy for you to keep up with important information by posting deadline reminders, event promotions, weather alerts, college closing and a variety of information on campus and online:

- College Website – **[go.spcollege.edu](http://go.spcollege.edu)**
- Social media (Facebook, Twitter, YouTube and more) – **[go.spcollege.edu/social](http://go.spcollege.edu/social)**
- SPC student email – **[go.spcollege.edu/email](mailto:go.spcollege.edu/email)**
- Emergency alerts - **[go.spcollege.edu/Emergency\\_Alert\\_System](http://go.spcollege.edu/Emergency_Alert_System)**

This handbook also contains some SPC Rules and Policies. For a complete list of SPC's Board of Trustees Rules and Procedures please go to **[web.spcollege.edu/botrules](http://web.spcollege.edu/botrules)**. Thank you for choosing St. Petersburg College.

**Mailing address:** PO Box 13489, St. Petersburg FL 33733-3489



## Mission Statement

*Promote student success and enrich our communities through education, career development and self-discovery*

# CAREER + ACADEMIC COMMUNITIES

## at St. Petersburg College

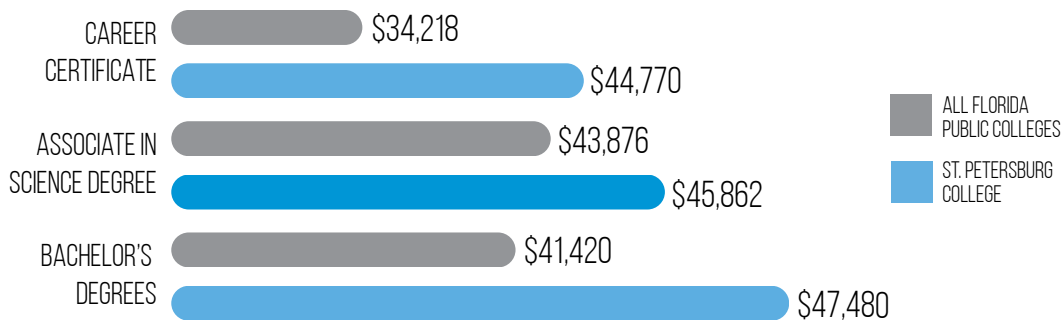
Our 10 Career and Academic Communities group similar majors into concentrations so you'll benefit from advisors dedicated solely to your program, a closer connection to experienced faculty, collaboration with like-minded students and a path toward your chosen profession.

### 10 Career and Academic Communities include:

- 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/Behavioral Sciences and Human Services
- Technology

## CHART YOUR PATH BUILD YOUR FUTURE

### MEDIAN FIRST-YEAR EARNINGS (AFTER GRADUATION)



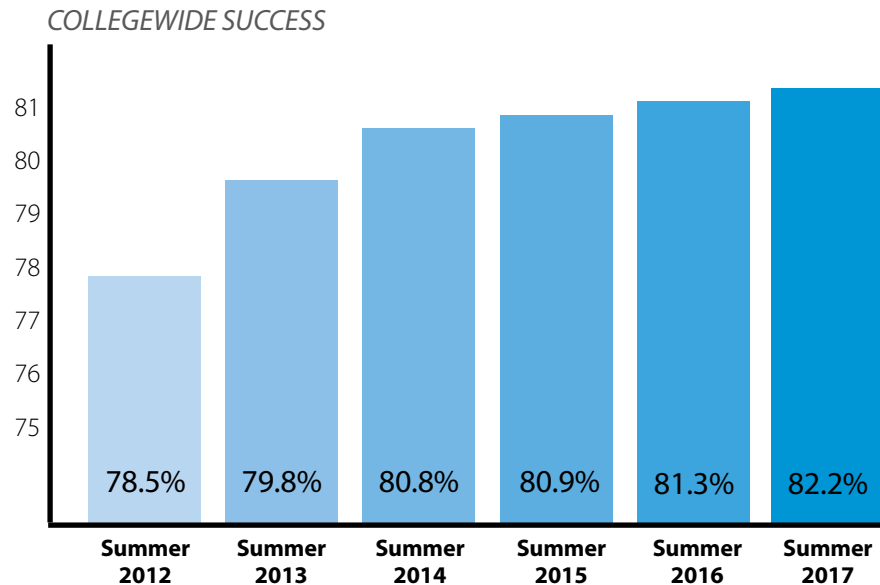
Source: Labor Market Experiences After Postsecondary Education from CollegeMeasures.org

From orientation to graduation, St. Petersburg College puts you first. From the time you walk through our doors, we give you the tools to earn the degree or certificate that will change your life.

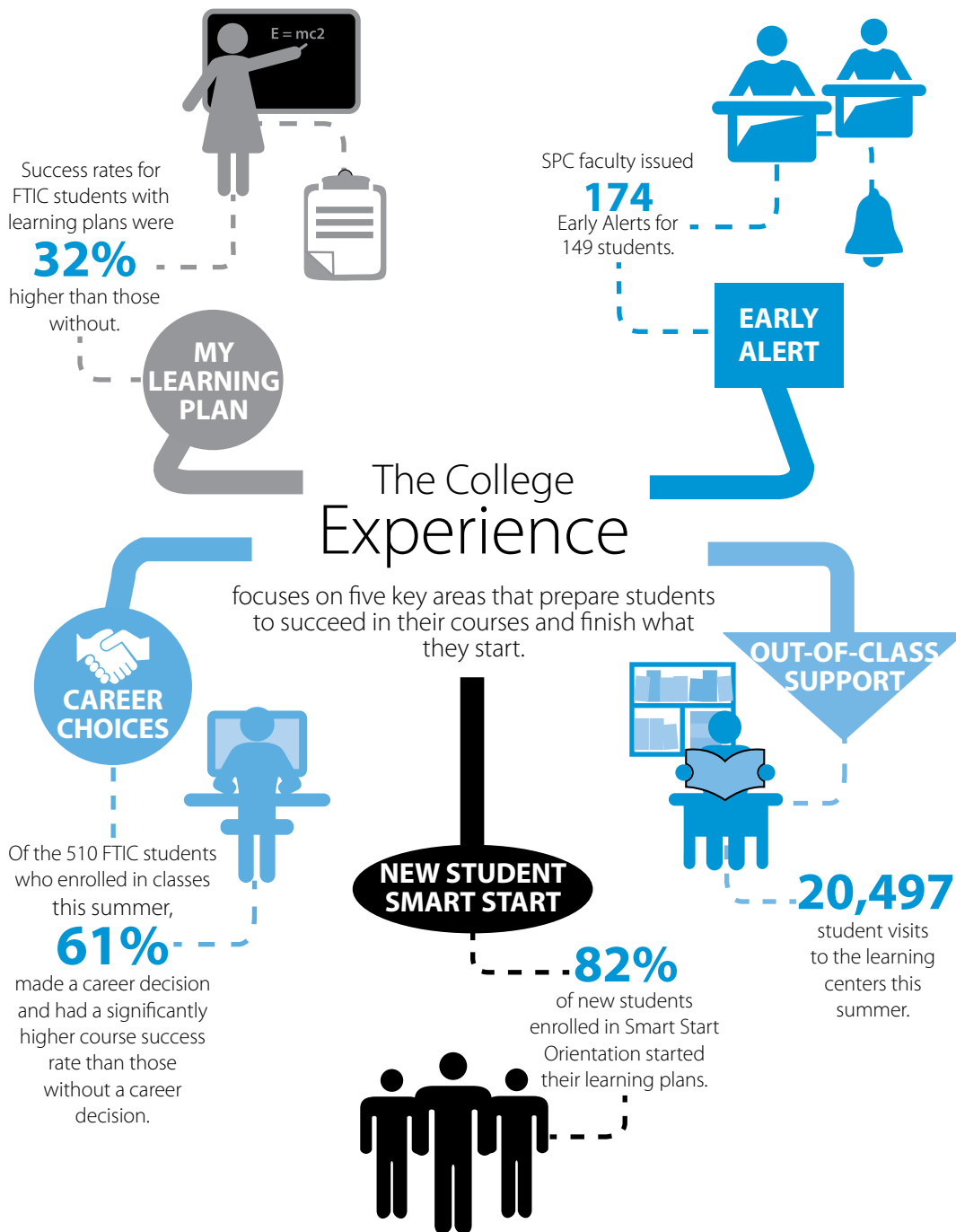
We are focused on success initiatives that prepare you to succeed in your courses and finish what you start. The College Experience focuses on five key areas that prepare you to succeed in your courses.



### *Increasing Success Rates*



*\* Success is defined as earning a grade of A, B or C in a class.*



*Aug. 13-Dec. 6, 2018*

April	18	Wednesday	OPEN Registration for FALL Classes
May	18	Friday	Incoming Transient Student Registration for FALL Classes
June	8	Friday	Deadline for International applicants to fulfill requirements
July	13	Friday	Priority application deadline for bachelor programs
August	3	Friday	Priority application deadline for regular session
	8	Wednesday	Registration BEGINS: Senior Citizen & State Employee
	9	Thursday	Faculty report for duty
	13	Monday	First day of classes: Regular, 1st 8 Week Mod., Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	17	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8 Week Mod., Online
	17	Friday	First day of Weekend Classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	24	Friday	Last day to drop, receive refund and/or change to audit: Weekend Classes
September	3	Monday	COLLEGE CLOSED - Labor Day
	10	Monday	First day of Express Classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	13	Thursday	Last day to withdraw with a grade of "W": 1st 8 Week Mod.
	14	Friday	Last day to drop, receive refund and/or change to audit: Express Classes
October	5	Friday	Last day of classes: 1st 8 Week Mod.
	5	Friday	Midterm exams for Online Classes BEGIN
	5	Friday	(4 P.M.) Final grades due for 1st 8 Week Mod.
	7	Sunday	Midterm exams for Online Classes END
	8	Monday	First day of classes: 2nd 8 Week Mod. NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	12	Friday	Last day to drop, receive refund and/or change to audit: 2nd 8 Week Mod.
	16	Tuesday	Last day to withdraw with a grade of "W": Weekend Classes
	18	Thursday	Last day to withdraw with a grade of "W": Regular & Online Classes
	TBD	Friday	Deadline to apply for name to appear in December commencement program
	29	Monday	Last day to withdraw with a grade of "W": Express Classes
	30	Tuesday	COLLEGE CLOSED – SPC DISCOVERY DAY – NO CLASSES



## SPC ACADEMIC CALENDAR

## FALL TERM 2018-19

November	12	Monday	COLLEGE CLOSED – Veteran's Day observed
	9	Friday	Last day to withdraw with a grade of "W": 2nd 8 Week Mod.
	21	Wednesday	COLLEGE CLOSED – Thanksgiving Break 11/21-11/25
	29	Thursday	Final exams BEGIN: Weekend Classes
	30	Friday	Final exams BEGIN: Online Classes
December	1	Saturday	Last day of Weekend Classes
	1	Saturday	Final exams END: Weekend Classes
	2	Sunday	Final exams END: Online Classes
	3	Monday	Final exams BEGIN: Regular & Express Classes
	6	Thursday	Final exams END: Regular & Express Classes
	6	Thursday	Last day of classes: Regular, Online, Express, 2nd 8 Week Mod.
	7	Friday	(4 p.m.) Final grades due: Regular, Online, Express, 2nd 8 Week Mod.
	7	Friday	Last day for Faculty
	TBD		Commencement
	8	Saturday	STUDENT Winter Break begins: NO CLASSES UNTIL 1/14/19
	10	Monday	FACULTY Winter Break begins: FACULTY RETURN 1/11/19
	24	Monday	COLLEGE CLOSED through 1/4/19 -STAFF Winter Break 12/24/18-1/4/19

## SPC ACADEMIC CALENDAR

## SPRING TERM 2018-19

*Jan. 14-May 9, 2019*

October	19	Friday	Deadline for International applicants to fulfill requirements
	24	Wednesday	OPEN Registration for SPRING Classes
November	2	Friday	Priority application deadline for bachelor programs
	23	Friday	Incoming Transient Student Registration for Spring Classes
January	2	Wednesday	Priority application deadline for regular session
	9	Wednesday	Registration BEGINS: Senior Citizen & State Employee
	11	Friday	Faculty report for duty
	14	Monday	First day of classes: Regular, 1st 8 Week Mod., Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING

Calendar subject to change. For an updated calendar of academic events visit us at [go.spcollege.edu/calendar](http://go.spcollege.edu/calendar).

	18	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8 Week Mod., Online
	18	Friday	First day of Weekend Classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	21	Monday	COLLEGE CLOSED - Martin Luther King Jr. Day observed
	25	Friday	Last day to drop, receive refund and/or change to audit: Weekend Classes
February	11	Monday	First day of Express Classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	14	Thursday	Last day to withdraw with a grade of "W": 1st 8 Week Mod.
	15	Friday	Last day to drop, receive refund and/or change to audit: Express Classes
March	8	Friday	Last day of classes: 1st 8 Week Mod.
	8	Friday	(4 P.M.) Final grades due for 1st 8 Week Mod.
	10	Sunday	COLLEGE CLOSED - SPRING BREAK (3/10-3/17)
	18	Monday	First day of classes: 2nd 8 Week Mod. NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	22	Friday	Midterm exams for Online Classes BEGIN
	22	Friday	Last day to drop, receive refund and/or change to audit: 2nd 8 Week Mod.
	24	Sunday	Midterm exams for Online Classes END
	25	Monday	Last day to withdraw with a grade of "W": Weekend Classes
	27	Wednesday	Last day to withdraw with a grade of "W": Regular & Online Classes
April	7	Sunday	Last day to withdraw with a grade of "W": Express Classes
	18	Thursday	Last day to withdraw with a grade of "W": 2nd 8 Week Mod.
	19	Friday	COLLEGE CLOSED --SPRING HOLIDAY (4/19-4/21/2019)
May	2	Thursday	Final exams BEGIN: Weekend Classes
	3	Friday	Final exams BEGIN: Online Classes
	4	Saturday	Final exams END: Weekend Classes
	4	Saturday	Last day of Weekend Classes
	5	Sunday	Final exams END: Online Classes
	6	Monday	Final exams BEGIN: Regular & Express Classes
	9	Thursday	Final exams END: Regular & Express Classes
	10	Friday	Last day of classes: Regular, Online, Express, 2nd 8 Week Mod.
	10	Friday	(4 p.m.) Final grades due: Regular, Online, Express, 2nd 8 Week Mod.
	10	Friday	Last day for Faculty
	TBA		Commencement

*May 20-July 26, 2019*

March	15	Friday	Deadline for International applicants to fulfill requirements
	27	Wednesday	OPEN Registration for SUMMER Classes
April	5	Friday	Priority application deadline for bachelor programs
	26	Friday	Incoming Transient Student Registration for Summer Classes
May	3	Friday	Priority application deadline for regular session
	15	Wednesday	Registration BEGINS: Senior Citizen & State Employee
	20	Monday	Faculty report for duty
	20	Monday	First day of classes: Regular, 1st 8 Week Mod., Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	24	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8 Week Mod., Online
	25	Saturday	First day of Weekend Classes
	27	Monday	COLLEGE CLOSED - Memorial Day observed
	31	Friday	Last day to drop, receive refund and/or change to audit: Weekend Classes
June	3	Monday	First day of classes: 2nd 8 Week Mod. NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	7	Friday	Last day to drop, receive refund and/or change to audit: 2nd 8 Week Mod.
	17	Monday	First day of Express Classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	20	Thursday	Last day to withdraw with a grade of "W": 1st 8 Week Mod.
	21	Friday	Last day to drop, receive refund and/or change to audit: Express Classes
	21	Friday	Midterm exams for Online Classes BEGIN
	23	Sunday	Midterm exams for Online Classes END
	28	Friday	Last day to withdraw with a grade of "W": Regular, Online and Weekend Classes
July	4	Thursday	Last day to withdraw with a grade of "W": 2nd 8 Week Mod.
	4	Thursday	COLLEGE CLOSED – Independence Day
	9	Tuesday	Last day to withdraw with a grade of "W": Express Classes
	12	Friday	Last day of classes: 1st 8 Week Mod.
	19	Friday	Final exams BEGIN: Online Classes
	21	Sunday	Final exams END: Online Classes Last day of classes: Weekend Classes
	24	Wednesday	Final exams BEGIN: Regular & Express Classes
	25	Thursday	Final exams END: Regular & Express Classes
	26	Friday	Last day of classes: Regular, Express, Online, 2nd 8 Week Mod.
	26	Friday	Last day for Faculty
	26	Friday	(4 p.m.) Final grades due: Regular, Express, Online, 1st & 2nd 8 Week Mod.
	TBA		Commencement

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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 Pamela Smith, Director of EA/EO/Title IX Coordinator at 727-341-3261; by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by email at [eaao\\_director@spcollege.edu](mailto:eaao_director@spcollege.edu).

**Age – Fall 2017**

Students 24 and younger.....	52.9%
Students 25 and older .....	47.1%
Average age of A.A. students.....	23.8
Average age of A.S. students.....	29.7
Average age of Baccalaureate students.....	33.4
Average age of all students.....	27.4

(Source: Institutional Research, PULSE BI 11/17/2017)

**Gender – Fall 2017**

Female.....	60.2%
Male .....	37.8%
Not disclosed .....	2.0%

(Source: Institutional Research, PULSE BI 11/17/2017)

**Ethnicity – Fall 2017**

African-American .....	13.2%
American-Indian.....	0.3%
Asian .....	4.0%
Hispanic.....	14.2%
Pacific Islander.....	0.3%
White.....	62.4%
Multiple races .....	3.1%
Not reported.....	2.3%

(Source: Institutional Research, PULSE BI 11/17/2017)

**Residency – Fall 2017**

In-state .....	98.3%
Out-of-state .....	1.7%

(Source: Institutional Research, PULSE BI 11/17/2017)

**2016-2017 Annual Enrollment (Headcount)**

Credit.....	40,661
Non-Credit.....	8,345
Total.....	49,006

(Source: "At a Glance", Fact Book 2017-18)

**School and Work – Fall 2017**

Part-time students.....	74.1%
Full-time students.....	25.9%
Average student load.....	8.3 credits

(Source: Institutional Research, PULSE BI 11/17/2017)

**About our Instructors**

Of the 1,300 instructional employees, 356 hold doctoral degrees, while 535 have master's degrees and 195 have a master's plus 30 additional credit hours in their discipline.

**School Mascot: Titans**

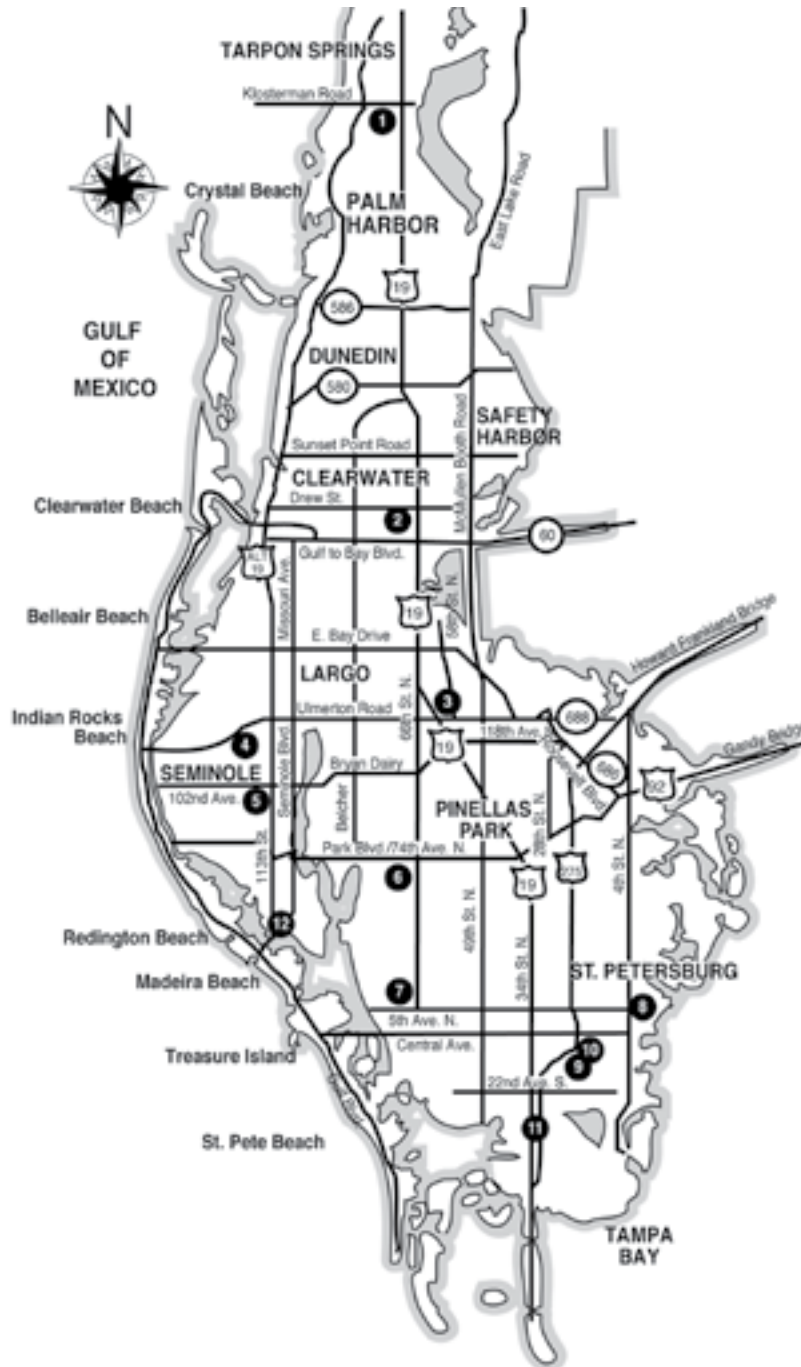
In Greek mythology, the Titans were a family of giants who ruled the Earth. Today, the term Titan represents one who is gigantic in size or power or who stands out for greatness of achievement.

**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.

**Accreditation**

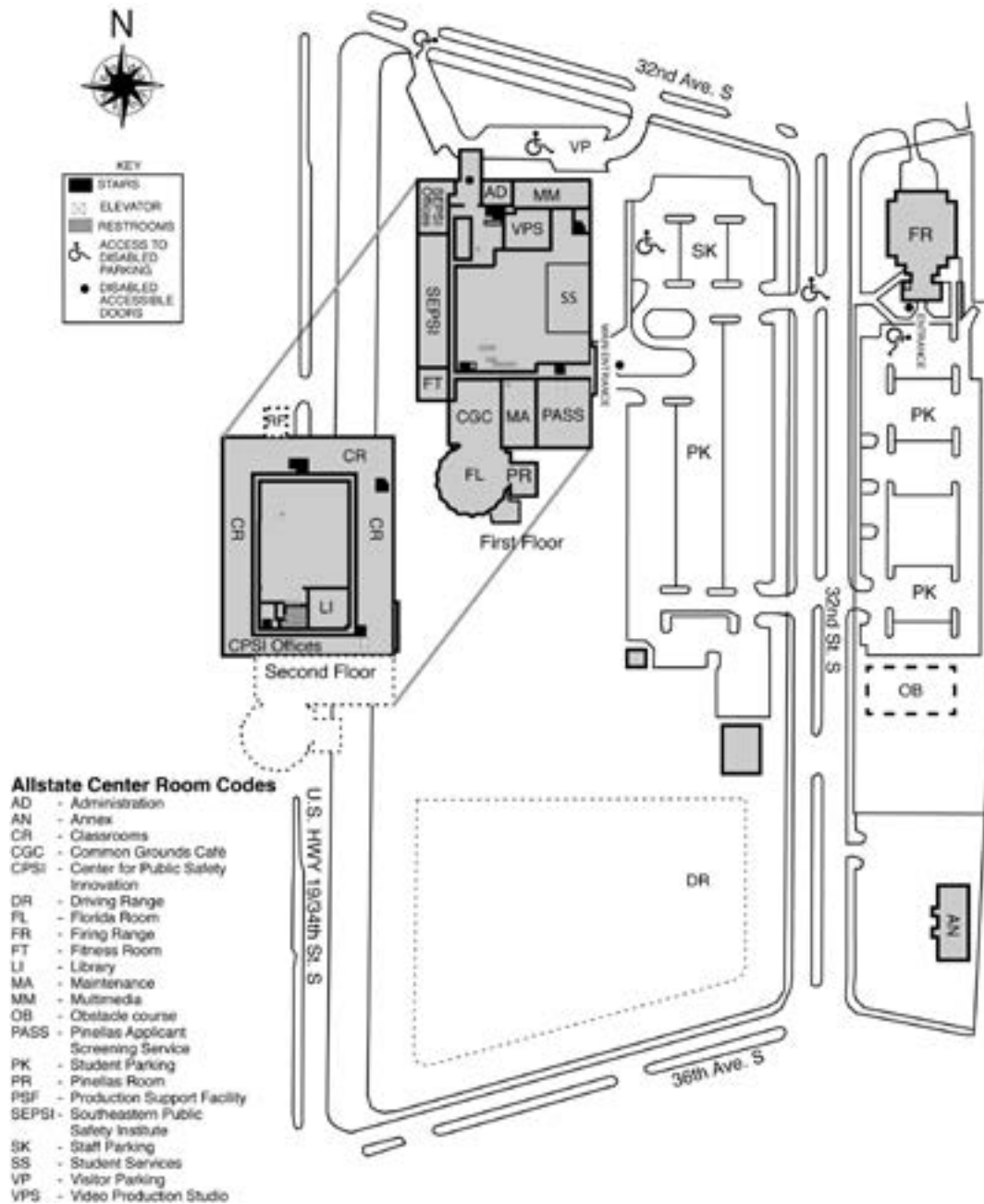
St. Petersburg College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) to award selected bachelor's degrees in science and bachelor's degrees in applied science; associate degrees in arts, associate degrees in science, and associate degrees in applied science; as well as certificates and applied technology diplomas. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500 for questions about the accreditation of St. Petersburg College.



- 1 Tarpon Springs Campus  
600 Klosterman Road  
Tarpon Springs
- 2 Clearwater Campus  
2465 Drew St.  
Clearwater
- 3 EpiCenter  
13805 58th St. N  
Clearwater
- 4 Veterinary Technology Center  
12376 Ulmerton Road  
Largo
- 5 Seminole Campus  
9200 113th St. N  
Seminole
- 6 Health Education Center  
7200 66th St. N  
Pinellas Park
- 7 St. Petersburg/Gibbs Campus  
6605 Fifth Ave. N  
St. Petersburg
- 8 SPC Downtown  
244 Second Ave. N  
St. Petersburg
- 9 Douglas L. Jamerson, Jr Midtown Center  
(Opened in 2015)  
1300 22nd St. S.  
St. Petersburg, FL 33710
- 10 Cecil B. Keene, Sr. Student Achievement Center  
1048 22nd St. S  
St. Petersburg, FL 33712
- 11 Allstate Center  
3200 34th St. S  
St. Petersburg
- 12 Bay Pines STEM Center  
4723 Bay Pines Terrace  
St. Petersburg

# ALLSTATE CENTER

3200 34th St. S  
St. Petersburg



# ALLSTATE CENTER

## Administration

Provost  
Dr. Scott Fronrath.....727-341-4495

## Academic Contacts

College of Public Safety  
Brian Frank, Dean.....727-341-4143  
Crime Scene Program  
.....727-341-4490  
Criminal Justice Indoor Range  
L.P. Miller.....727-341-4471  
Criminal Justice  
Michael Hughes.....727-341-4146  
Criminal Justice Academies/In-Service  
Michael DiBuono.....727-614-7026  
Digital Forensics  
Kevin Thomas.....727-341-4540  
Emergency Administration/Management  
.....727-341-4490  
Fire Academy  
Jim Angle.....727-302-6852  
Fire Science  
.....727-341-4490  
Center for Public Safety Innovation (CPSI)  
Eileen LaHaie.....727-341-4502

## Academic Support

Library/Learning Center  
Location: AC 202  
Hours: Mon.-Thurs. 12 p.m.-7 p.m.  
Phone:.....727-341-4486  
Computers for student use

## Accessibility Services

Lisa Gould .....727-398-8284

## Advising/Student Services

Criminal Justice, Emergency Management,  
Fire Science, Crime Scene, Digital Forensics  
Location: AC 100  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-Noon  
Phone: .....727-341-4793 / 727-341-4419  
Public Safety Administration, B.A.S.  
Location: AC 100  
Phone: .....727-341-4444  
**go.publicsafetyadvising@spcollege.edu**

## Admissions, Business Office, Registration,

### Student Records

Location: AC 100  
Hours: Mon. - Thurs. 8:30 a.m. - 7 p.m.  
Fri. 8:30 a.m.-Noon  
Phone: .....727-341-4439

## Career Services

David Wilburn.....727-302-6519

## Clubs and Organizations

Student Life and Leadership  
Location: AC 200  
Phone:.....727-341-4480

## Financial Aid

Phone: .....727-791-2485

## Fitness Center

Location: AC 127  
Phone:.....727-341-4559

## Food Service

Smart Market, Common Grounds Cafe

## Library/Learning Center

Location: AC 202  
Hours: Mon. - Thurs. Noon - 7 p.m.  
Phone: .....727-341-4486

## Lost and Found

Location: East entrance Security Desk  
Phone: .....727-341-4436

## Photo ID/Library Card

Location: AC 202  
Phone: .....727-341-4486

## Security

Location: East entrance – Security desk  
Phone:.....727-341-4436

## Student Lounge

Location: AC 124 and AC 200

## Student Life and Leadership

Location: AC 200  
Phone: .....727-341-4480

## Parking

Location: East entrance – Security desk  
Phone: .....727-341-4436

## Testing

Location: AC 100  
Phone:.....727-398-8234

## Veterans Services

Services provided on the St. Petersburg/Gibbs  
Campus  
Location: St. Petersburg/Gibbs Campus, SA 133  
Allison Shenofsky .....727-394-6204

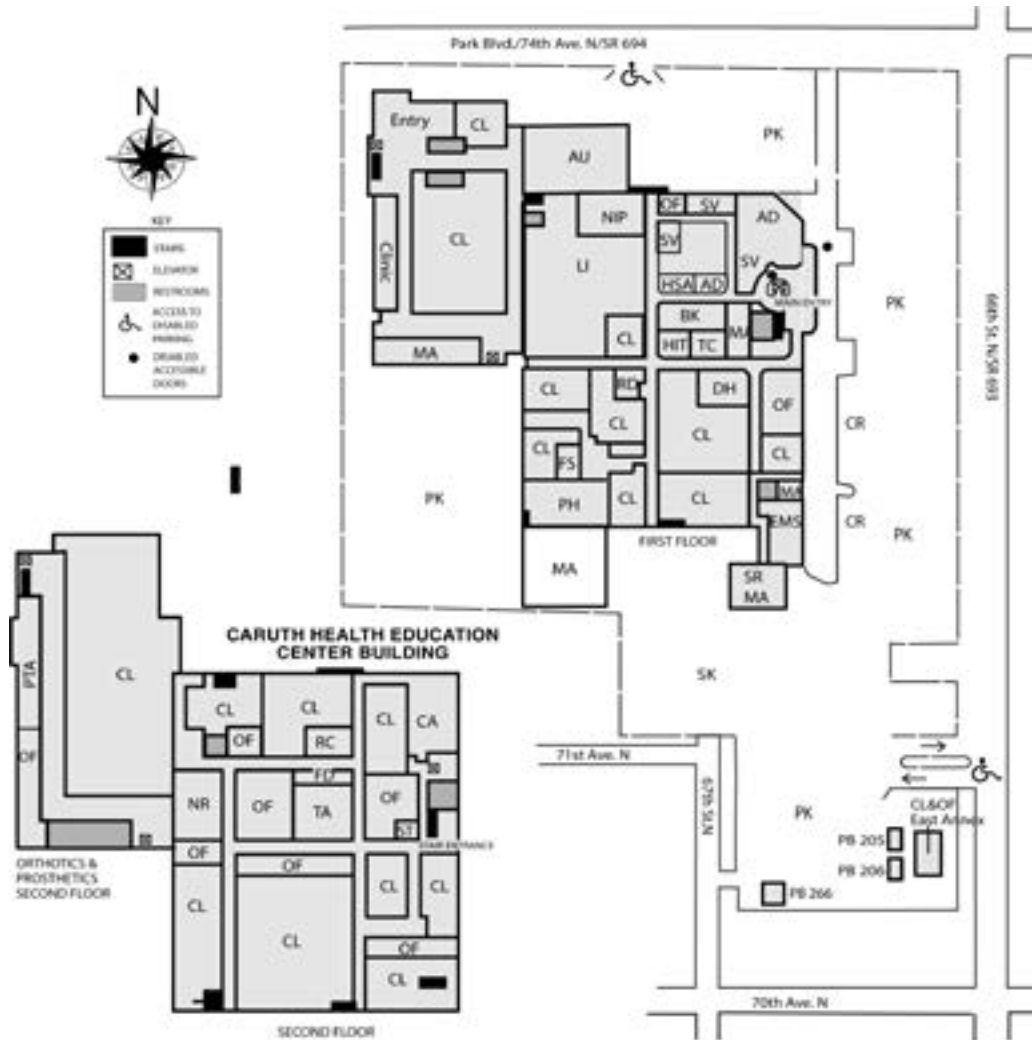
## Women on the Way (WOW)

Services provided on these campuses:  
Clearwater Campus.....727-791-2634  
SPC Midtown/Keene Center .....727-398-8498  
Seminole Campus.....727-341-4561  
St. Petersburg/Gibbs Campus.....727-341-7972  
Tarpon Springs Campus.....727-712-5280



# CARUTH HEALTH EDUCATION CENTER

7200 66th St. N  
Pinellas Park



# CARUTH HEALTH EDUCATION CENTER

## Administration

Provost  
Eric Carver .....727-341-3664  
Associate Provost  
Nancy Kelley.....727-341-3602

## Academic Contacts

Dental Hygiene  
Joan Tonner .....727-341-3671  
Emergency Medical Services  
Glenn Davis.....727-341-3680  
Funeral Services  
Kevin Davis .....727-341-3781  
Health Information Technology  
Kengia Johnson-Sabree.....727-341-3623  
Nursing Program Chairs  
Anna Neuzil (Level 1).....727-341-3635  
Jackie Hawkins-Johnson (Level 2).....727-341-3650  
Rebecca Keeney (Level 3).....727-341-3617  
Virginia Schneider (Level 4).....727-341-3636  
Orthotics & Prosthetics  
Tim Fair .....727-302-6611  
Physical Therapist Assistant  
Kory Thomas .....727-341-3612  
Radiography  
John Fleming.....727-341-3758  
Respiratory Care  
Steve Hardt .....727-341-3627

## Bachelor's Degrees

Health Sciences (Dental Hygiene,  
Health Services Administration)  
Katherine Woods, Interim Dean.....727-341-4150  
Nursing  
Susan Baker, Dean .....727-341-3622  
Louisana Louis, BSN Chair .....727-341-3622  
Veterinary Technology  
Richard Flora, Dean .....727-302-6721

## Academic Support

NIP Learning Support Commons  
Location: Room 199  
Phone: .....727-341-3724

## Accessibility Services

Location: Room 181  
Stefanie Silvers.....727-341-3721

## Advising

Location: Student Affairs, Room 173  
Submit advising questions at:  
**[go.spcollege.edu/survey/7642](http://go.spcollege.edu/survey/7642)**

## Bookstore

Location: Room 184  
Phone: .....727 202-3602

## Career/Outreach

Location: Room 183  
Monica Roberts.....727-314-3777

## Clubs and Organizations

Student Life and Leadership  
Location: Room 205 D  
Mary Gerst .....727-341-3471  
Orthotics & Prosthetics Student Society

Phi Theta Kappa  
Physical Therapist Assistant Club  
Radiography Club  
Respiratory Care Club  
Student American Dental Hygienists' Association  
Student Government Association  
Student Nurses Association  
Veterinary Technician Society

## College Recruiting

Location: Room 182  
Cara Sebastian .....727-341-3402

## Connections

Location: Room 180  
Dawn Janusz .....727-341-3767

## Food Service

Location: Room 204

## Financial Aid

Phone: .....727-791-2485

## Library /Library Card

Location: Room 191  
Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.  
Phone: .....727-341-3604

## Lost and Found

Location: Room 205 D  
Phone: .....727-341-3471

## Parking

Location: Security office  
Phone: .....727-341-3654

## Photo ID

Location: Business Office  
Phone: .....727-341-3427

## Student Lounge

Location: Room 204

## Student Services

Admissions, Registration: Location - Room 176  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon  
Phone: .....727-341-3750 or 727-341-3757  
Business Office: Location - Room 176  
Hours: Mon. and Thurs. 8:30 a.m.-7 p.m.  
Tues. and Wed. 8:30 a.m.-4:30 p.m.  
Fri. 8:30 a.m.-noon  
Phone:.....727-341-3427

## Testing

Location: Room 101  
Phone:.....727-341-4187  
Not a full-service testing center: Accessibility  
Testing and Make-up Testing Only.

## Veterans Services

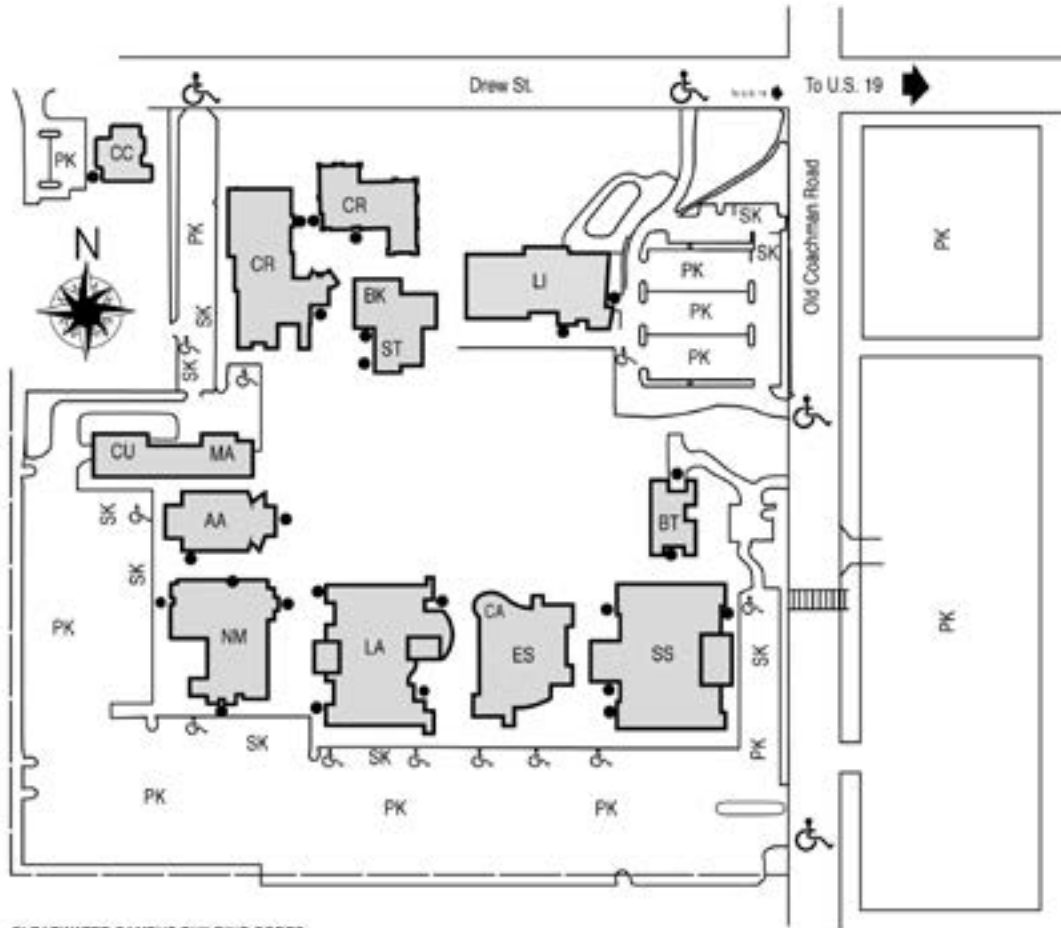
Location: St. Petersburg/Gibbs Campus, SA 133

## Women on the Way (WOW)

Services provided on these campuses:  
Clearwater Campus.....727-791-2634  
SPC Midtown/Keene Center .....727-398-8498  
Seminole Campus.....727-341-4561  
St. Petersburg/Gibbs Campus .....727-341-7972  
Tarpon Springs Campus.....727-712-5280

# CLEARWATER CAMPUS

2465 Drew St.  
Clearwater



## CLEARWATER CAMPUS BUILDING CODES

AA - Arts Auditorium	LA - Language Arts	NM - Natural Science, Math and College of Education
BK - Bookstore	• Admissions	PK - Student parking
BT - Business Technologies	• Advising	SS - Social Sciences
CA - Cafe/Food services	• Business Office	SK - Staff parking
CR - Crossroads	• Financial Aid	ST - Student Life and Leadership
CC - Collaborative Center for Emerging Technologies	• Testing	
CU - Central Utilities	LI - Michael M. Bennett Library and Learning Support Commons	
ES - Ethics and Social Sciences	MA - Maintenance	



# CLEARWATER CAMPUS

## Administration

Provost  
Stan Vittetoe.....727-791-2475  
Associate Provost  
Matt Bowen.....727-791-2488

## Academic Contacts

Business  
Greg Nenstiel, Dean.....727-341-3026  
Computer and Information Technology  
Dawn Ellis.....727-614-7025  
Ethics  
Susan Demers, Dean .....727-791-2501  
Humanities and Fine Arts  
Jonathan Barnes.....727-791-5997  
Communications  
Shirley Oakley.....727-791-5904  
Math  
Joy Moore.....727-791-2542  
Natural Sciences  
Tyrone Clinton.....727-791-2503  
Social and Behavioral Sciences  
Anja Norman.....727-791-2671

## Bachelor's Degrees

Biology  
Linda Gingerich.....727-791-2538  
Education  
Michael Poulin, Chair .....727-791-2788  
Paralegal Studies  
Susan Demers, Dean .....727-791-2501  
Public Policy and Administration  
Jeffery Kronschnabl.....727-394-6205

## Academic Support

Learning Support Commons  
Location: LI  
Phone: .....727-791-2674  
Computer Labs  
Location: LI  
Phone: .....727-791-2674  
Writing Studio  
Location: Library  
Hours: Mon.-Thurs. 8 a.m.-8 p.m.  
Fri. 8 a.m.-4 p.m.  
Sat. 10 a.m.-5 p.m.  
Phone: .....727-791-5994

## Accessibility Services

Location: SS 110  
Jeff Ziegler.....727-791-2710 or 2628

## Advising

Location: Information Desk – LA 100  
Phone:.....727-791- 2544

## Bookstore

Location: ST 108  
Hours: Mon. and Thurs. 7:45 a.m.-7 p.m.  
Tues. and Wed. 7:45 a.m.-5 p.m.  
Fri. 7:45 a.m.-12:30 p.m.  
Phone:.....727- 431-4029

## Student Services

Admissions, Business Office, Registration,  
Student Records  
Location: LA 100  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon  
Phone: .....727-791-2473

## Career Services

Location: LI 208  
Saied Navab.....727-791-5953

## Clubs/Organizations

Student Life and Leadership  
Location: ST 130  
Stephanie Henningsen .....727-791- 2623  
BADEYA (Black Student Union)  
Electronic Sports Club  
Engineering Club  
Ethics in Action  
High Achievers  
Honors College Student Consortium  
International City/Country Management  
Association  
Intervarsity Christian Fellowship  
Latinos Unidos  
Legal Studies Society  
Microbiology Research Student Association  
Multicultural Club  
Net Impact Club  
Phi Theta Kappa Honor Society  
Positive Directions Association/Woman on the Way  
Science Adventurers  
Silent Titans  
SPC Underwater Research Club  
Student Florida Education Association  
Student Government Association  
Student Veteran Club  
Tri Beta

## Early College/Dual Enrollment

Location: SS 133  
Jeff Cesta .....727-791-5970  
Candy Lazar .....727-791-5971

## Financial Aid- Call Center

Phone: .....727-791-2485

## Fitness Center

Location: ST 104

## Food Service

Location: Hard Drive Café, ES 117  
Hours: Mon.-Thurs. 7 a.m.-7 p.m.  
Fri. 8 a.m.-1 p.m.  
Phone: .....727-791-2669

## International Programs

Angela Cole  
Location: ST 129  
Phone: .....727-791-2632

## CLEARWATER CAMPUS

### Library

Location: LI Reference Desk

Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.  
Sat. 10 a.m.-5 p.m.

Phone: .....727-791-2614

### Lost and Found

Location: Security Office, SS 170

### Parking

Location: SS 170

Phone: .....727-791-2506

### Photo ID/Library Card

Location: Library Reference Desk

Phone: .....727-791-2614

### Security

Phone: .....727-791-2560

### Student Lounge

Location: ST 113

Phone: .....727-791-2622

### Testing

Location: LA 103

Phone: .....727-791-2491

### Veterans Services

Location: SS 102

Annelies Williamson .....727-341-3235

### Women on the Way (WOW)

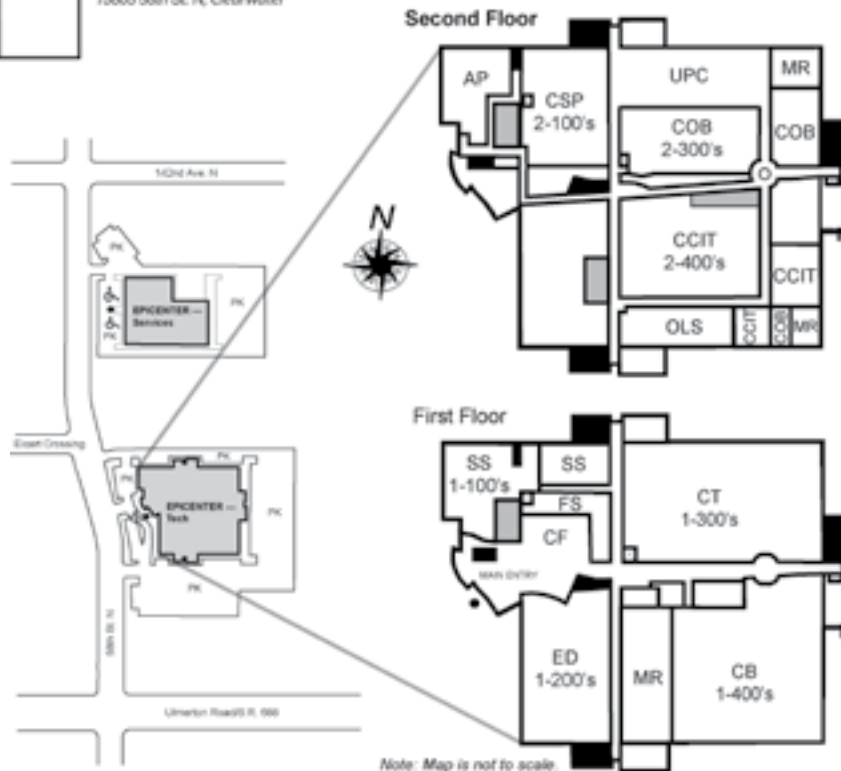
Shirley Crumbley

Location: BT101

Phone: .....727-791-2634

# EPICENTER

13805 58th St. N  
Clearwater



## EpiCenter Room Codes

AP - Academic 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  
 ED - Pinellas County Economic Development  
 FS - Food service  
 MR - Meeting rooms  
 OLS - Online Learning and Services  
 SS - Student Services  
 UPC - University Partnership Center

## Academic Contacts

### College of Business

Greg Nenstiel, Dean .....727-791-2433

#### Baccalaureate Programs

- Business Administration
- International Business
- Management and Organizational Leadership
- Sustainability Management

### College of Computer and Information Technology

#### Certificate and Associate programs

- Cybersecurity
- Computer Networking

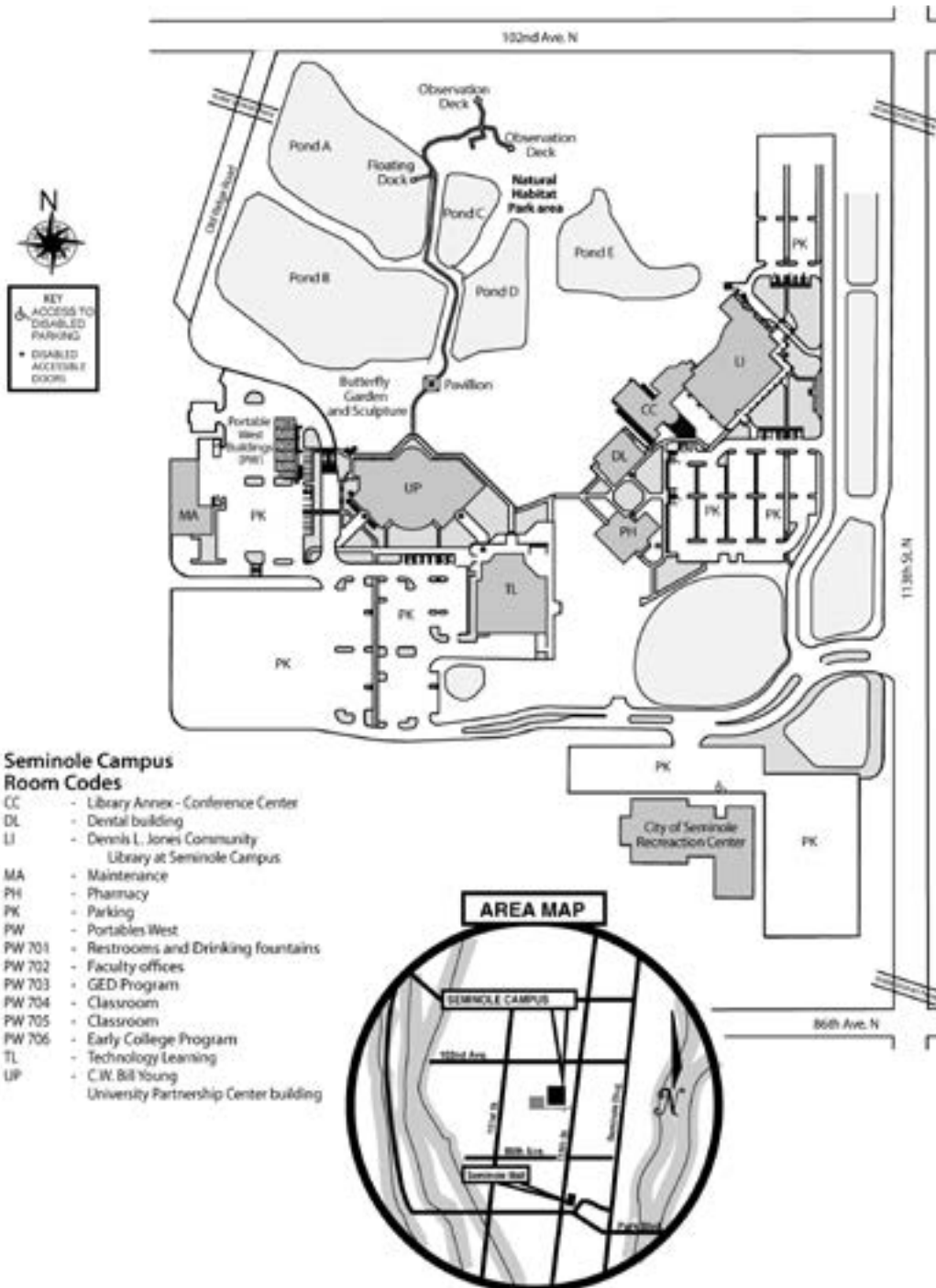
#### Baccalaureate program

- Technology Development and Management

John Duff, Baccalaureate Dean .....727-341-7176

# SEMINOLE CAMPUS

9200 113th St. N  
Seminole



# SEMINOLE CAMPUS

## Administration

Provost  
Mark F. Strickland, Jr. ....727-394-6111  
Associate Provost  
Lynda Womer.....727-394-6109

## Academic Contacts

Business  
April Bailey.....727-614-7084  
Communications  
Li-lee Tunceren .....727-791-2663  
Computer and Information Technology  
John Long.....727-341-4620  
Humanities and Fine Arts  
Barbara Hubbard.....727-394-6011  
Math  
Lisa Borzewski .....727-394-6170  
Natural Sciences  
Amanda Gilleland.....727-394-6024  
Social and Behavioral Sciences  
Douglas Rivero.....727-394-6948  
A.S. and Certificate Outreach Specialist  
Sandy Decarlo.....727-394-6130

## Academic Support

Learning Support Commons  
Location: TL 104  
Phone:.....727-394-6189  
Career & Academic Advising  
Location: UP 120  
Phone: .....727-394-6234  
Bookstore  
Location: Library  
Phone: .....727-202-3542  
Career Services  
Location: UP 120  
Phone: .....727-394-6041  
Student Services  
Admissions, Business Office, Registration,  
Student Records  
Location: UP Lobby  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon  
Phone: .....727-394-6134

## Accessibility Services

Location: UP 104  
Kelli Mitchell.....727-394-6289

## Clubs/Organizations

Student Life and Leadership  
Location: UPC 195  
Malena Buck.....727-394-6158  
Beekeeper Club  
CEO Club  
Club Med  
Cooking Club  
International Club  
Intervarsity Club  
Men Achieving eXcellence (MAX)

Psi-Beta National Honor Society for Psychology  
Students  
Phi Theta Kappa  
Rotoract Club of SPC Seminole  
Spanish Club  
Student Government Association  
Student Chapter of Tampa Bay Environmental  
Professionals  
Team Scrap  
WAVE Club (Web Arts Visual Entertainment)  
Wetlands Restoration Club  
WOW (Women on the Way)  
Yoga Club

## Early College/Dual Enrollment

Location: LI 107  
Phone: .....727-394-6023

## Financial Aid

Phone: .....727-791-2485

## Food Service

Nature's Table  
Location: First-floor lobby of the UPC  
Hours: Mon.-Thurs. 7:30 a.m.-7 p.m.  
Fri. 7:30 a.m.-3 p.m.

## Library

Dennis L. Jones Seminole Community Library at  
St. Petersburg College  
Location: 9200 113th St. N  
Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.  
Sat. 10 a.m.-5 p.m.  
Sun. 1-5 p.m.  
Phone: .....727-394-6905

## Photo ID/Library Card

Location: Student Activities Office UP195  
Phone: .....727-394-6036

## Student Activities Center

Location: UP 192  
Phone: .....727-394-6103

## Testing Services

Location: UP 120  
Phone: .....727-394-6234

## University Partnership Center

Location: UP 203  
Phone: .....727-394-6200

## Parking

Location: Security, UP 101  
Phone: .....727-394-6248

## Veterans Services

Location: - UP 179  
Allison Shenofsky.....727-394-6204

## Woman on the Way (WOW)

Location: UP 115-B  
Pepper Hearth.....727-341-4561



6605 Fifth Ave. N  
St. Petersburg



# ST. PETERSBURG/GIBBS CAMPUS

## Administration

Provost  
 Jamelle Conner .....727-341-4656  
 Associate Provost  
 Keron Jean-Baptiste..... 727-341-4399/4750

## Academic Contacts

Business  
 Greg Nenstiel, Dean .....727-341-3026  
 Michael Ewell..... 727-791-2610  
 Computer and Information Technology  
 Sharon Setterlind, Dean.....727-791-5940  
 John Duff..... 727-341-7176  
 Education  
 Kimberly Hartman, Dean .....727-712-5876  
 Dr. Meg Delgado .....727-341-4422  
 Communications  
 Joseph Leopold..... 727-341-3719  
 Ethics  
 Christian Moriarty ....727-641-7265/727-341-4335  
 Humanities and Fine Arts  
 Nancy Smith.....727-341-4361  
 Patrick Hernly.....727-341-4364  
 Math  
 Jimmy Chang, Dean.....727-341-4305  
 David Kolonoski.....727-341-4757  
 Natural Sciences  
 Dr. Natavia Middleton.....727-398-8288  
 Social and Behavioral Sciences  
 Robert Loureiro .....727-341-3556

## Academic Support

Learning Support Commons  
 Location: TE 200  
 Phone: .....727-341-3512  
 Writing Studio  
 Location: Library 2nd Floor  
 Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
 Fri. 7:30 a.m.-4 p.m.  
 Sat. 9 a.m. - 1 p.m. (LSC),  
 10 a.m.-1 p.m. (WS)  
 Phone: .....727-302- 6405  
 Student computers are located in TE 200 and also  
 in the library on the 2nd floor.

## Accessibility Services

Location: TE 128  
 Ray Hollowell .....727-341-4316

## Athletics

Davie Gill.....727-341-4777

## Business Office

Location: TE 128  
 Phone: ..... 727-341- 4763

## Bookstore

Location: SS 104  
 Phone: .....727-347-0310

## Career Services

Location: SA 137  
 Rosaria Pipitone.....727-341-4122  
 Richard Smith .....727-341-3554  
 David White.....727-341-4725

## Clubs/Organizations

Student Life and Leadership  
 Location: SS 111  
 Davie Gill.....727-341-4627  
 Band-College and Jazz Ensemble  
 BitterSweet  
 Cheerleaders  
 Choral Program  
 Circle K  
 Civic Engagement Club  
 CoMotion Dance Theatre  
 Computer Club  
 CROP Club  
 Ethics in Action  
 Fitness Club  
 Friends of Florida Club  
 Geoscience Club  
 G.L.O.W. – Gay Lesbian or Whatever  
 Golden Key International Society  
 Harambee (Black Student Union)  
 International Student Organization  
 InterVarsity Christian Fellowship  
 Intramurals  
 Kappa Delta (KDP)  
 Latinos United  
 L.O.V.E – Ladies Operating with Love and Enrichment  
 Mira Radio Production Club  
 MAX – Men Achieving Excellence  
 MIRA Guild  
 Pitch Please  
 Phi Theta Kappa, International Honors Society  
 Raise the Bar  
 Science & Engineering Club  
 Student Government Association  
 Student Veterans Association  
 Titan Exchange Club  
 Young Americans for Liberty

## College Reach Out Program

Location: SA101  
 Phone: .....727-341-4716

## Financial Aid

Phone: .....727-791-2485

## Food Service

Location: Library

## International Programs/Study Abroad

Location: SA 111  
 Phone: .....727-341-4735

## International Student Services

Location: SA 111  
 Phone: .....727-341-4370

## ST. PETERSBURG/GIBBS CAMPUS

### Library

Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.  
Sat. 10 a.m.-5 p.m.  
Hours vary in-between sessions  
Phone: .....727-341-7199

### Lost and Found

Location: SS 111  
Phone: .....727-341-4627

### Parking

Location: Campus Security, TE 207  
Phone: .....727-791-2560

### Photo ID/Library Card

Location: TE 200  
Phone: .....727-341-3511/3512

### Student Services

Admissions, Advising, Registration, Student Records  
Location: TE 100  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon  
Phone: .....727-791-2636

### Student Support Services

Location: SA101  
Phone: .....727-341-3572

### Testing

Location: TE 103  
Phone: .....727-341-4771

### Veterans Services

Location: SA 133  
Allison Shenofsky ..... 727-394-6204

### Volunteer Services

Location: Midtown Keene Center-MTCA 103  
Yalonda Tearett .....727-341-4303

### Women on the Way (WOW)

Services provided on these campuses:  
Clearwater Campus .....727-791-2634  
SPC Midtown/Keene Center .....727-398-8498  
Seminole Campus .....727-341-4561  
St. Petersburg/Gibbs Campus .....727-341-7972  
Tarpon Springs Campus .....727-712-5280

# SPC DOWNTOWN

244 Second Ave. N  
St. Petersburg



## SPC Downtown Room Codes

**Classrooms**

- DC 120-127 - Classrooms
- DC 224 - Classroom
- DC 226, 230 - Classrooms
- DC 251 - Classroom
- DC 253 - Classroom
- DC 257 - Interactive classroom
- DC 316-317 - Classrooms
- DC 458-462 - Classrooms

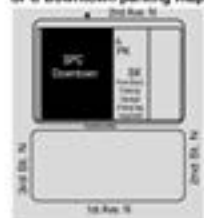
**Numbered rooms**

- DC 132 - GED Program
- DC 202 - Conference room
- DC 210 - Community room
- DC 229 - Student lounge
- DC 225 - Student Life & Leadership, Student Government, Outreach
- DC 240 - Science Prep
- DC 244 - Science Lab
- DC 248 - Staff offices
- DC 255 - Learning Support/Commons Open Lab
- DC 259 - Staff offices
- DC 314 - Learning Support/Commons Tutoring
- DC 319 - Faculty offices
- Suite 332 - American Stage offices
- DC 352 - Offices
- DC 350, 354, 356 & 358 - Classrooms
- DC 421 - Florida Orchestra
- DC 449 - Staff Wellness Center
- DC 458 & 463 - Science Prep
- DC 459 & 462 - Science Labs
- DC 465 - TRB
- DP - Downtown Partnership offices
- DC 467-473 - Faculty Offices

**Un-numbered rooms**

- AS - American Stage offices
- BK - Book store
- EX - Box office
- DP - Downtown Partnership
- CH - Change machine
- CM - Copy machine
- FS - Food service (caterer)
- PA - Pier Aquarium office
- PK - Student parking
- PO - Provost Office
- RR - Restroom
- SK - Staff parking
- SL - Student lockers
- SS - Student Services
- Admissions, Advising, Business office, Career Services, Disability Resources, Financial Aid, Registration, Veterans Services
- ST - Storage
- TC - Testing Center
- VN - Vending

## SPC Downtown parking map



## SPC DOWNTOWN

### Administration

Provost  
Kevin Gordon.....727-344-8062

Associate Provost  
Tashika Griffith.....727-341-4738

### Academic Contacts

Biological Sciences  
Anthony Appleton.....727-341-4379

Computer and Information Technology  
Sharon Setterlind, Dean.....727-341-4724  
Dawn Ellis.....727-614-7025

Communications  
Joseph Leopold, Dean.....727-791-2570  
Dr. David Fitzgerald .....727-341-4736

Ethics  
David Monroe .....727-341-4313

Humanities and Fine Arts  
Jonathan Steele, Dean.....727-791-5987  
Nancy Smith.....727-341-4361

Math  
Jimmy Chang, Dean.....727-341-4605  
Nydia Nelson.....727-614-7274

Natural Sciences  
Natavia Middleton, Dean.....727-398-8288

Physical Science  
Stephen Andrasik.....727-341-4275

Social and Behavioral Sciences  
Joseph Smiley, Dean.....727-712-5851  
Roberto Loureiro .....727-341-3556

### Academic Support

Learning Support Commons  
Location: Tutoring Center – DC 314  
Tutoring in various subjects is provided for  
SPC students. Call for days and times.  
Phone.....727-341-7911  
Heather Disler.....727-344-8065

Computer Labs – Learning Support Commons  
Location: Open-use computer labs – DC 255  
Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-noon  
Sat. 9 a.m.-1 p.m.  
Phone.....727-302-6588

### Accessibility Services

T.J. Williams.....727-341-7913  
(Tues., Wed. and Fri.) – DC 101G

### Advising

Location: DC 101  
Phone.....727-341-4249

### Bookstore

Barnes & Noble Bookstore  
Hours: Mon.-Thurs. 9 a.m.-4 p.m.  
Fri.-Sun. Closed  
Phone.....727-821-4273

### Clubs/Organizations

Student Life and Leadership  
Frank Jurkovic.....727-341-4261

Environmental Consulting Society  
Medical Club  
Men Achieving eXcellence (MAX) Club  
Constitution Club  
Psychology Club  
Soccer Club  
Student Government Association  
STEAM Club

### Career Services

David Wilburn  
Career Outreach Specialist .....727-302-6504

### Financial Aid

Antonio Seay  
Scholar and Student Financial Assistance Officer,  
Financial Assistance Services .....727-341-7947

### Food Service

Nature's Table Café  
Location: 1st Floor near 3rd Street entrance  
Hours: Mon.-Thurs. 7 a.m.-7 p.m.  
Fri. 7 a.m.-5 p.m.  
Sat.-Sun. Closed  
Phone.....727-822-8690  
Vending machines on 2nd and 4th floors

### International Programs

Services provided on the St. Petersburg/Gibbs  
Campus, AD 103C  
Ralph Regnier .....727-341-4370

### Library

SPC Downtown students have access to any SPC  
library. There is an on-site librarian available in  
the Tutoring Center, DC 314. Please call  
727-341-7911 for the current librarian schedule.  
Heather Disler, Associate Director Learning  
Services.....727-344-8065

### Lost and Found

Location: DC 225  
Kathy Vanderwerf .....727-341-7974

### Parking

SPC Downtown students may purchase a parking  
hangtag on campus on a first-come, first served  
basis to park in the parking garage at 218 Second  
Ave. N. Hangtags are \$50 per term for spring and  
fall; \$25 for summer term; and \$25 for evening-  
only students. Parking Garage Hours: Mon.-Thurs.  
6:30 a.m.-10 p.m., Fri. 7 a.m.-2 p.m., and Sat.  
8 a.m.-1 p.m. Students also have the option of  
metered street parking or paying a fee to park in  
the Sundial parking garage.  
Phone.....727-341-4249

### Photo ID/Library Card

Location: Campus Security  
Phone.....727-341-4262

## SPC DOWNTOWN

### **Student Services**

Admissions, Business Office, Registration,  
Student Records

Location: DC 101 (Lobby)

Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.

Fri. 8:30 a.m.-noon

Phone.....727-341-4249

### **Testing**

Velma Thompson.....727-341-7910

### **Veterans Services**

Location: St. Petersburg/Gibbs Campus, SA 133

### **Women on the Way (WOW)**

Services provided on these campuses:

Clearwater Campus.....727-791-2634

SPC Midtown/Keene Center .....727-398-8498

Seminole Campus.....727-341-4561

St. Petersburg/Gibbs Campus.....727-341-7972

Tarpon Springs Campus.....727-712-5280

# SPC MIDTOWN

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

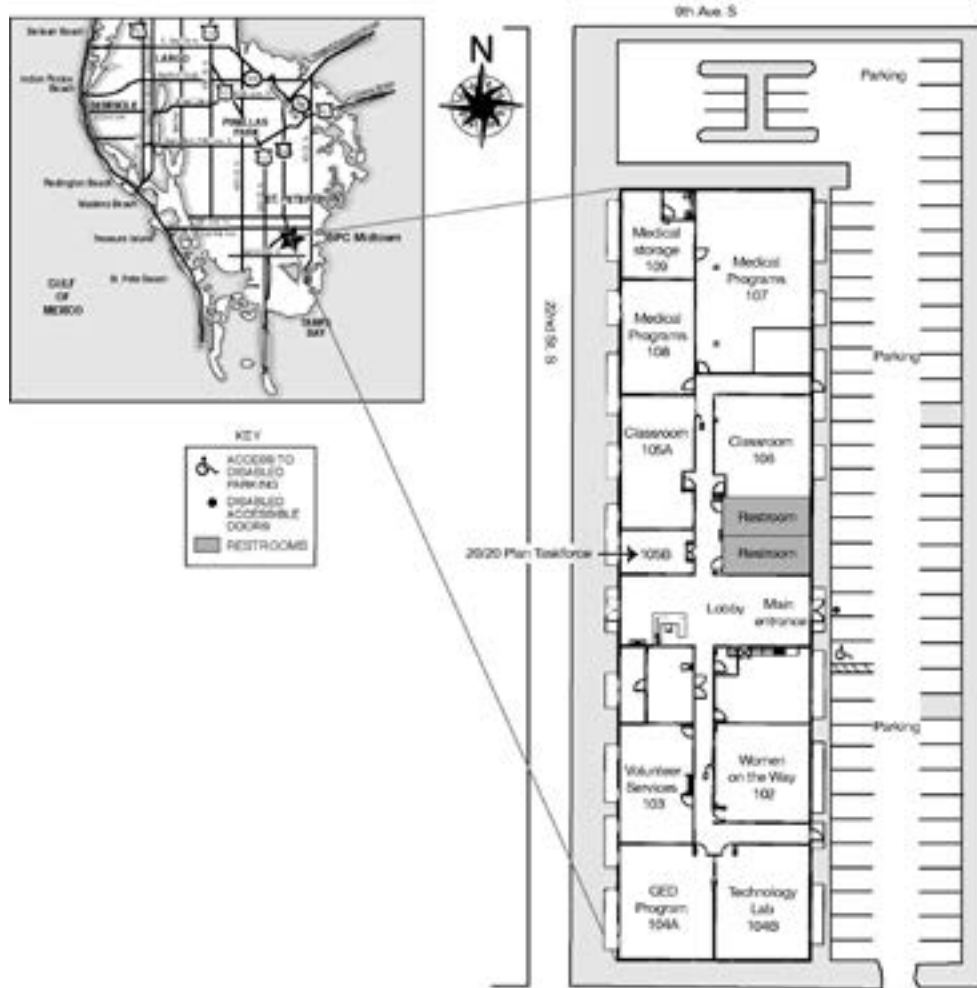
MT 201 - Learning Support Center  
MT 204 - Computer Lab  
MT 205 - Classroom  
MT 206 - Math Studio  
MT 207 - Classroom  
MT 217 - Classroom  
MT 219 - Classroom  
MT 225 - Classroom  
MT 234 - Science Studio  
MT 236 - Classroom

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



# SPC MIDTOWN

Cecil B. Keene, Sr. Student Achievement Center  
1048 22nd St. S  
St. Petersburg





## SPC MIDTOWN

### Administration

Provost  
Kevin Gordon.....727-344-8062  
Associate Provost  
Tashika Griffith.....727-341-7163

### SPC Midtown

Main Information .....727-341-7156

### Academic Contacts

Computer and Information Technology  
Sharon Setterlind, Dean.....727-341-4724  
Laura Malave .....727-341-4641  
Communications  
Joseph Leopold, Dean.....727-791-2570  
David Fitzgerald .....727-341-4736  
Ethics  
David Monroe .....727-341-4313  
Humanities and Fine Arts  
Jonathan Steele, Dean.....727-791-5987  
Nancy Smith.....727-341-4361  
Human Services  
Cheryl Kerr, Program Director.....727-341-3736  
Math  
Jimmy Chang, Dean.....727-341-4305  
Nydia Nelson.....727-614-7274  
Natural Sciences  
Natavia Middleton, Dean.....727-398-8288  
Social and Behavioral Sciences  
Joseph Smiley, Dean.....727-712-5851  
Kimberly Jackson .....727-341-3556

### Academic Support

Learning Support Commons  
Location: Tutoring Center – MTJC 210  
Tutoring in various subjects is provided for SPC  
Midtown students.  
Hours: Mon.-Thurs. 8 a.m.-8 p.m.  
Fri. 8 a.m.-noon.  
Phone: .....727-398-8272

### Accessibility Services

Lisa Gould .....727-341-7913

### Advising

Location: Midtown Jamerson Center, MTJC 100  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-Noon  
Phone:.....727-341-7156

### Clubs/Organizations

Student Life and Leadership  
Evelyn Madera.....727-341-4261  
Student Government Association  
Writing Club

### Career Services

David Wilburn.....727-302-6504  
(call for days and times)

### Financial Aid

Roslynn Tarver.....727-341-7939  
(Call for days and times)

### Lost and Found

Location: Student Life and Leadership  
Phone: .....727-398-8291

### Parking

Due to limited space at Midtown Keene Center,  
we have partnered with local churches and  
businesses for additional parking at Royal Theatre  
(South parking lot only), 1011 22nd St. S; Mt. Zion  
Progressive – MB Church, 955 20th St. S; and  
First Mount Zion MB Church, 1121 22nd St. S.

### Photo ID/Library Card

Location: Student Services  
Phone: .....727-341-7156

### Security

Phone: .....727-398-8267

### Student Services

Admissions, Business Services  
(Notary services provided)  
Location: MTJC 105 A  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon.  
Phone: .....727-341-7156

### Testing

Phone: .....727-341-7156

### Veterans Services

Location: St. Petersburg/Gibbs Campus, SA 133

### Volunteer Services

Yalonda Tearett .....727-341-4303

### Women on the Way (WOW)

Nikishea Wright.....727-398-8498

600 Klosterman Road  
Tarpon Springs



# TARPON SPRINGS CAMPUS

## Administration

Provost  
Rod Davis .....727-712-5742  
Associate Provost  
TBD .....727-712-5720

## Academic Contacts

College of Business  
Patricia Hanrahan.....727-712-5230  
Computer and Information Technology  
Chrissy Risberg.....727-712-5815  
Communications  
Laura Smith.....727-712-5795  
Education  
Kimberly Hartman, Dean .....727-712-5876  
Ethics  
Adeniji Odutola.....727-712-5812  
Humanities and Fine Arts  
Kevin Stanley.....727-712-5717  
Math  
Beth Goodbread.....727-712-5754  
Natural Sciences  
Natavia Middleton.....727-398-8288  
Social and Behavioral Sciences  
Joseph Smiley, Dean .....727-712-5851  
Social Sciences  
David Liebert .....727-712-5776  
Employment/Internship Coordinator  
Steve Ford.....727-712-5729  
Career Outreach Specialist  
Bethany Greenly .....727-302-6487

## Academic Support

Learning Support Commons  
Location: Library  
Phone: .....727-712-5729  
Computers for Student Use  
Location: Fine Arts Building – Information  
Commons  
Phone: .....727-712-5729

## Accessibility Services

Location: PS Building  
J. Elizabeth Shumate.....727-712-5789

## Advising

Location: Administration Building  
Phone: .....727-712-5761

## Bookstore

Location: Olympia Building  
Hours: Mon.-Thurs. 7:45 a.m.-7 p.m.  
Fri. 8:30 a.m.-Noon  
Sat. Closed  
Phone: .....727-940-9019

## Clubs and Organizations

Student Life and Leadership  
Location: Agora Building  
Barbara Fumano.....727-341-3645  
Council for Exceptional Children (COE)  
Hellenic Society  
Latinos United

Men Achieving Excellence (MAX)  
Phi Theta Kappa  
Environmental Club  
Early College  
Rotaract Club  
Gaming/Anime Club

## Early College/Dual Enrollment

Location: PS 104  
Sherry Pantelides.....727-712-5281

## Financial Aid

Phone: .....727-791-2485

## Library

Location: Fine Arts Building  
Hours: Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.  
Sat. Closed  
Sun. noon-7 p.m.  
Phone: .....727-712-5718

## Lost and Found

Location: Agora Building, Security Office,  
AG 102,103,104  
Phone: .....727-712-5790

## Photo ID/Library Card

Location: Library Front Desk  
Phone: .....727-712-5718

## Registration

Location: Administration Building  
Phone .....727-712-5750

## Student Lounge

Location: Agora Building

## Student Services

Admissions, Business Office, Registration,  
Student Records  
Location: Administration Building  
Hours: Mon.-Thurs. 8:30 a.m.-7 p.m.  
Fri. 8:30 a.m.-noon  
Phone: .....727-712-5736

## Testing

Location: Administration Building  
Phone: .....727-712-5254

## Vehicle Registration/Parking

Location: Agora Building, Security Office – SA 102,  
103, 104  
Phone: .....727-712-5790

## Veterans Services

Location: Agora Building, SA 121  
Jessica Stephens .....727-712-5282

## Wellness Center

Student Center .....727-712-5843  
Wellness Center .....727-712-5710

## Women on the Way (WOW)

*Tarpon Springs location (coming Summer 2017)*  
Students are served by the below campuses  
Clearwater Campus.....727-791-2634  
SPC Midtown/Keene Center .....727-398-8498  
Seminole Campus.....727-341-4561  
St. Petersburg/Gibbs Campus .....727-341-7972  
Tarpon Springs Campus.....727-712-5280

# VETERINARY TECHNOLOGY CENTER

12376 Ulmerton Rd.  
Largo

Main Information ..... 727-302-6700

## Academic Contacts

School of Veterinary Technology

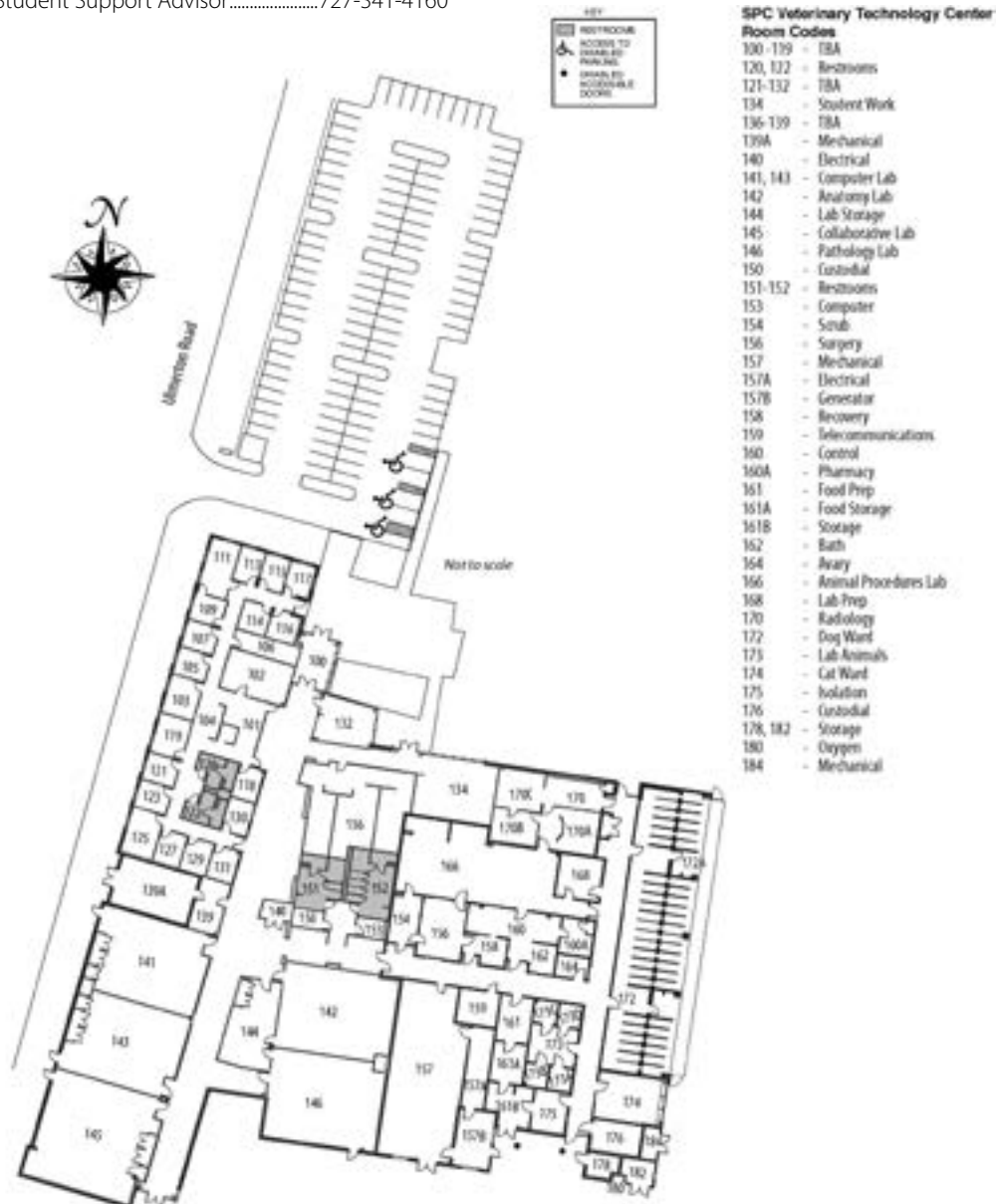
Richard Flora, Dean ..... 727-302-6721

Tricia Gorham, Academic Chair ..... 727-302-6733

## Advising

Christopher Kerr,

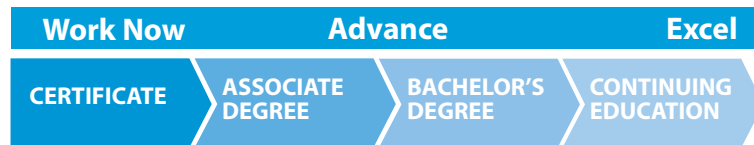
Student Support Advisor ..... 727-341-4160



# ACADEMICS

## Take your education to a new level

St. Petersburg College offers many options to meet your education needs. Consider your career goals and start planning your path today. Visit [www.spcollege.edu/degrees-training](http://www.spcollege.edu/degrees-training) for more information and browse by areas of study or by degree type.



### 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.

[go.spcollege.edu/calendar](http://go.spcollege.edu/calendar)

Note: Please refer to this online Academic Calendar because it is the most up to date resource of this document as dates are subject to change.

### Advising

Academic advisors will help you get started by walking you through entrance procedures, evaluating placement test scores, reviewing new student orientation information and assisting in course selection based on your career goals. Browse FAQs on our MyCourses Support & Student Services Hub: <https://mycoursesupport.spcollege.edu/student-services-hub> Make an appointment with your career and academic advisor at: [go.spcollege.edu/advising](http://go.spcollege.edu/advising)

### Alternative credit options

SPC wants to help you finish your degree. We offer several ways to earn up to 45 college credits for your mastery of subjects, experience, military training, previous education or industry certification. [go.spcollege.edu/makeitcount](http://go.spcollege.edu/makeitcount)

### Center for International Programs

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

- **Study Abroad**

Studying abroad is one of the most important experiences you can have. The experience allows for personal growth by changing perspective 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. [go.spcollege.edu/studyabroad](http://go.spcollege.edu/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 [go.spcollege.edu/international](http://go.spcollege.edu/international)

- **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 entails 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! [go.spcollege.edu/global-citizen-program](http://go.spcollege.edu/global-citizen-program)

- **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 hear varying perspectives in the classroom and beyond. CIP supports international students to help them succeed academically and become integrated into campus life through activities such as the English Conversation Partners program and International Student Speakers Bureau. [go.spcollege.edu/internationalstudents](http://go.spcollege.edu/internationalstudents)

## ACADEMICS

### *Computer labs*

Computer labs are available on each campus to meet your academic needs. You must have a valid student ID, and a MySPC username and password to use the computers. Also, be sure to bring a flash drive to save your work. Visit [go.spcollege.edu/computerlabs](http://go.spcollege.edu/computerlabs) for hours and locations.

### *Enrollment Verifications*

An enrollment verification is an official document verifying your enrollment status, attendance dates and good academic standing. Enrollment verifications are usually needed for Good Student Discounts, insurance companies, lenders and prospective lenders. In MySPC, you can view your enrollment history, a list of your loan holders, deferment notices sent to lenders and proof of enrollment sent to student service providers. You can print official enrollment verification and Good Student Discount certificates from MySPC.

### *FloridaShines*

FloridaShines is a free online advising website to help you plan and track your education progress from middle school through college. FloridaShines is sponsored by the Department of Education and the Florida Center for Advising & Academic Support. FloridaShines is also the website where SPC students may apply to be a transient student at another Florida public college or university. [www.floridashines.org](http://www.floridashines.org)

### *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 Interdisciplinary Studies or other 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.

[go.spcollege.edu/honors](http://go.spcollege.edu/honors)

### *Library*

Visit your campus library for resources, research and writing assistance, computer/wireless access, group/individual learning spaces and self-service copiers/printers, and technology use. Use our online library for the convenience of research anytime and anywhere. Your student ID is your library card. It can be used to check out materials or use any of the services our campus libraries provide. Joint-use libraries on Clearwater, St. Petersburg/Gibbs and Seminole campuses offer the benefits of a public library and college library in one. [go.spcollege.edu/libraries](http://go.spcollege.edu/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 environment. MyCourses is a convenient online system that provides you with many opportunities to interact with course materials as well as communicate with instructors and classmates from any device that has an Internet connection, including iPads and Android tablets. To access MyCourses, go to the SPC homepage ([go.spcollege.edu](http://go.spcollege.edu)), click "Student Login", use your student email address and password to log in, and then click on MyCourses. Courses in which you are enrolled will appear on the left side of the page. A calendar with important course dates is in the center column. One-click access to reach and chat with St. Petersburg College's Technical Support Desk is also available. Also available in MyCourses is the "Introduction to MyCourses" course. The goal of this course is to provide you with an overview of the MyCourses environment as well as a chance to interact with some of its most commonly used tools. The course consists of five modules and each one covers a specific topic related to student success and using online learning tools.

### *My Graduation Status*

This online tool shows the progress you have made in a clear, concise way and the requirements that remain to complete your degree. To check your graduation status, log in to MySPC and select View My Graduation Status under the My Learning Plan top navigation.

### *My Learning Plan*

My Learning Plan + My Schedule Planner

SPC has two online planning tools to help you automate picking classes that meet your degree

## ACADEMICS

requirements and fit into your personal work and family schedule. By using My Learning Plan and My Schedule Planner, you will stay on track with your degree requirements. Explore our step-by-step tutorials to learn more.

**[go.spcollege.edu/myplanner](http://go.spcollege.edu/myplanner)**

### *New Initiative Program*

The New Initiative Program/Learning Support Center provides free tutoring to pre-health and health education students.

**[go.spcollege.edu/nip](http://go.spcollege.edu/nip)**

### *Online classes*

SPC offers hundreds of online college courses in dozens of majors, plus online student support services. Look for online courses as you register.

**[go.spcollege.edu/online](http://go.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.

If you entered 9th 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. SPC offers a variety of college readiness courses which include compressed (taken in a shorter time frame), modularized (presented in parts) and co-requisite (a class taken with another class). Contact an advisor if you are unsure of taking a placement test.

For testing locations and hours, test preparation resources and more visit:

**[go.spcollege.edu/testing](http://go.spcollege.edu/testing)**

### *Transient students*

At SPC, there are two types of transient students. The first type are SPC students who wish to remain degree-seeking at SPC but take a class at another college or university to accelerate their degree completion. The other type are students who are degree-seeking at another university but take one or more classes at SPC. Information on both types of transient students – requirements and procedures for approval – are found at

**[go.spcollege.edu/transient](http://go.spcollege.edu/transient)**

### *Transcript*

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 paper transcripts cost \$5 per copy. To expedite processing, the preferred method of ordering an official SPC transcript is online by logging into your MySPC account.

**[go.spcollege.edu/transcript](http://go.spcollege.edu/transcript)**

### *Transferring to SPC*

A transfer student is any student who has previously attended another college or university. SPC requires that you submit all official college transcripts from every prior regionally accredited college\* you have attended. It is imperative 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 beyond your first term.\*\* We will post applicable transfer credits to your SPC record, thereby saving you time and money as you pursue your degree program at SPC. Please allow approximately 10-15 business days upon receipt of your transcript(s) and payment of your application fee to appear on your SPC record. In the meantime, you may review our online Transfer Evaluation Lookup Tool, found at: **[go.spcollege.edu/transfer](http://go.spcollege.edu/transfer)** to see how your credits will transfer to SPC.

\*Limited-Access programs may require receipt of all official transcripts for program admission regardless of accreditation type. Please speak with an Academic Advisor for more information.

\*\*Students enrolled in a degree-seeking program will have a one-term grace period to submit all official transcripts

### *Tutoring and classroom support (Free)*

The Learning Centers provide free tutoring for writing, math, and science courses taught at SPC as well as computer assistance if you need help with software-enhanced coursework and/or basic computer applications. You can also access free tutoring in over 20 subjects via Smarthinking, a 24/7, on-demand online service located under the SPC Resources section within your course in MyCourses. Plus, the Virtual Learning Commons in MyCourses offers numerous self-learning toolkits and resources. All of this support is available whether you are doing well in a class or just need some extra assistance. Your success is our goal.

**[go.spcollege.edu/tutoring](http://go.spcollege.edu/tutoring)**



## ***Academic Policies***

### ***College preparatory courses***

If your College Placement 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.

If you entered 9th 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 1- to 2 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 must first successfully complete the state mandated common prerequisites required by the specific academic program. 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 throughout the system. 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. **[www.floridashines.org](http://www.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 **[go.spcollege.edu/appeals](http://go.spcollege.edu/appeals)**. When submitting a grievance or appeal, please provide as much information as possible. For detailed information please 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), **P6Hx23-4.461** (Academic Affairs: Academic Honesty Policies). **[go.spcollege.edu/appeals](http://go.spcollege.edu/appeals)**

## ***Academic Honesty Policy***

St. Petersburg College 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.

**[go.spcollege.edu/academichonesty](http://go.spcollege.edu/academichonesty)**

## ***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 St. Petersburg College must adhere to the Academic Standing Policy.

**[go.spcollege.edu/academicstanding](http://go.spcollege.edu/academicstanding)**



## ACADEMICS

### *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, 47 hours of time should be committed. This commitment includes both time spent in class as well as time completing assignments and preparing for coursework. For example, a 16-week three credit hour class would require 144 total hours of commitment or 9 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 cannot repeat a college credit course for which a grade of "C" or higher has been earned. If you are in this situation you can audit a course with permission of the campus associate provost, but this will not impact any prior grade earned in the course. You may repeat courses in which a grade of "D" or "F" has been earned an additional time without penalty. 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. Appeal forms are available in the campus associate provost office. 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 [webapps.spcollege.edu/botrules](http://webapps.spcollege.edu/botrules) (Sec. IV).

### *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 on [webapps.spcollege.edu/botrules](http://webapps.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.

[go.spcollege.edu/withdrawal](http://go.spcollege.edu/withdrawal)

## Register for classes 24/7

Registering for classes online is easier than ever. The My Learning Plan and My Schedule Planner tools in MySPC speeds up the registration process and helps take the guesswork out of deciding what courses to take and when to take them. 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 [go.spcollege.edu/calendar](http://go.spcollege.edu/calendar) for registration dates.

## Need help?

SPC staff are available to help answer your registration questions. Call SPC's Online Advisement Center at 727-341-4772 or visit your campus. Office hours are posted at [go.spcollege.edu/hours](http://go.spcollege.edu/hours). The shortest wait times are in the morning. Limited services may be available up to an hour before closing, depending on the number of students waiting.

## 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

\*Tuition and fees are subject to change.

The most recent rates are posted at

[go.spcollege.edu/tuition](http://go.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.

### • 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

[go.spcollege.edu/residency](http://go.spcollege.edu/residency). If you have

specific questions about residency, contact:

[residencyquestions@spcollege.edu](mailto:residencyquestions@spcollege.edu).

### • How to pay tuition

You can pay your tuition online or on campus.

[go.spcollege.edu/paytuition](http://go.spcollege.edu/paytuition)

### • Tuition Payment Plan

SPC offers an interest-free tuition payment plan that is affordable and convenient. To get this payment plan, you pay a percentage up front and an enrollment fee of \$30-\$40 depending on when you apply.

[go.spcollege.edu/paymentplan](http://go.spcollege.edu/paymentplan)

### • Florida PrePaid Tuition Plan

SPC accepts Florida PrePaid college funds. SPC students are no longer required to request that Florida Prepaid be processed. Please allow one business day after registering for classes for Prepaid to process and to check your balance due.

[go.spcollege.edu/florida\\_prepaid](http://go.spcollege.edu/florida_prepaid)

### • Refund Policy

Review details on SPC's refund policy at

[go.spcollege.edu/refunds](http://go.spcollege.edu/refunds).

### • Financial aid

Get details at [go.spcollege.edu/getfunds](http://go.spcollege.edu/getfunds)

## 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 items in a timely manner will expedite your becoming fully degree-seeking and eligible to receive financial aid.

### • Get your Student ID

To get your student ID, stop by the nearest campus and bring photo identification (such as a driver's license) and either a paid receipt for the current term, or proof of an extended tuition due date.

### • Activate your refund preference

If you are 18 years old as of the first day of classes and enrolled in at least one credit hour, you will receive a refund package from Bank Mobile. Using your refund code, you will be able to set up a refund option with Bank Mobile for excess financial aid and tuition refunds. For additional information go to [go.spcollege.edu/BankMobile](http://go.spcollege.edu/BankMobile)

The college sponsors a variety of special and cultural events throughout the year - many at no charge with your student ID. Check out our events calendar, find out how to get around on campus and get details on clubs and organizations.

**[go.spcollege.edu/studentlife](http://go.spcollege.edu/studentlife)**

Visit your campus or contact your Student Life and Leadership Coordinator for information on:

### *Athletics*

SPC has quality intercollegiate athletic teams that compete for conference, state and national championships in women's softball, tennis, volleyball and basketball and in men's baseball and basketball. **[athletics.spcollege.edu](http://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.

**[go.spcollege.edu/student-life-contacts](http://go.spcollege.edu/student-life-contacts)**

### *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 also can get involved in your campus Student Government Association.

**[go.spcollege.edu/clubs](http://go.spcollege.edu/clubs)**

### *Event calendar*

The college sponsors a variety of special and cultural events throughout the year - many at no charge to students. **[go.spcollege.edu/events](http://go.spcollege.edu/events)**

### *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 Student publications at **[go.spcollege.edu/publications](http://go.spcollege.edu/publications)**. The official student newspaper of St. Petersburg College is available at **[Sandbox.spcollege.edu](http://Sandbox.spcollege.edu)**.

### *Student recreational activities*

SPC sponsors many intramural and recreational activities including basketball, table tennis, bowling, flag football, volleyball and soccer that provide friendly, organized competition. Each student is responsible for accident insurance. Stop by the Student Life and Leadership Office for details.

**[go.spcollege.edu/student-life-contacts](http://go.spcollege.edu/student-life-contacts)**

### *Volunteer*

Become involved in your local community by giving your time, knowledge and experience as a volunteer at St. Petersburg College. Your special touch can make a significant difference in the lives of SPC's students as you help them achieve their academic goals - all while doing the things you enjoy! Many fun and exciting opportunities are available to you as part of our volunteer team.

**[go.spcollege.edu/volunteer](http://go.spcollege.edu/volunteer)**

### *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. **[go.spcollege.edu/wellnesscenters](http://go.spcollege.edu/wellnesscenters)**



### *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 coordinate a variety of services including classroom and testing accessibility, sign language interpreters, assistive technology and training through the Accessibility Services office on each campus. [go.spcollege.edu/accessibility](http://go.spcollege.edu/accessibility)

### *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 College-wide Security at 727-791-2560. In an emergency, call 911 then notify the security office. Visit [go.spcollege.edu/safety](http://go.spcollege.edu/safety) 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**
- **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 [go.spcollege.edu/careerservices](http://go.spcollege.edu/careerservices)

### *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. Commencement ceremonies for the college are held three times a year, at the conclusion of the fall, spring and summer terms. Since SPC holds the commencement ceremony prior to degrees being verified, students are considered a candidate for graduation. Potential graduates are encouraged to attend the ceremony to celebrate academic accomplishments but attendance is not required. Register by the deadline to get your name in the program. To register, log in to MySPC, choose My Learning Plan then choose Register for Commencement and complete the commencement checklist. For questions regarding the commencement ceremony visit [go.spcollege.edu/graduation](http://go.spcollege.edu/graduation)

### *Food services*

Nearly every campus has a place to snack between classes. Explore your options at: [go.spcollege.edu/campusfoodservices](http://go.spcollege.edu/campusfoodservices)

### *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 via SPC email and student's personal email within six weeks after the term begins. At the end of each term, students that meet all graduation requirements will automatically be awarded their degree or certificate. Students are responsible for determining that all graduation requirements are complete. Please review your progress by logging into MySPC. Under My Academic Status, select the option 'View My Advisement Report' to check your status. 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. Get details at [go.spcollege.edu/graduation](http://go.spcollege.edu/graduation)

### *Housing*

There are no residence halls at SPC. However, there are several apartment complexes near each college site. Housing information may be available through the Student Life and Leadership offices on each site. [go.spcollege.edu/student-life-contacts](http://go.spcollege.edu/student-life-contacts)

### *Insurance*

The college does not provide accident or health insurance for students. Optional student insurance may be obtained from a college-approved insurance company at the student's expense. Certain courses require the student to obtain liability insurance for which a special fee is charged. Visit [go.spcollege.edu/studentinsurance](http://go.spcollege.edu/studentinsurance)

### *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 [go.spcollege.edu/intern](http://go.spcollege.edu/intern). Also be sure to read the Internship & Career Connection Blog for opportunities and strategies on obtaining internships [blog.spcollege.edu/careers-internships](http://blog.spcollege.edu/careers-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 [go.spcollege.edu/parking](http://go.spcollege.edu/parking). However, students attending SPC Downtown must purchase a hangtag to park in the SPC garage. Students can purchase the Downtown hangtag at the Downtown Center.

### *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 (with UPASS sticker) when boarding a PSTA bus and you can ride for free. [go.spcollege.edu/ride](http://go.spcollege.edu/ride)

### *Student Assistance Program*

If you need support, advice or just a friendly ear, help is only a phone call away. SPC is offering this service for FREE to SPC students. <http://mycoursessupport.spcollege.edu/student-assistance-program>



### *Student ID/library card*

Before you can check out library materials, use a computer lab or work out at any campus wellness center, you need an SPC photo ID. To get your ID, stop by the nearest campus and bring photo identification (such as your driver's license) and either a paid receipt for the current session, or proof of an extended tuition due date. Distance students should complete the Student ID Request Form. <http://mycoursesupport.spcollege.edu/student-ids-for-online-students>

### *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 mentorship, academic advisement, textbook lending, academic progress report review and a list of additional services to ensure retention and graduation. [go.spcollege.edu/ssc](http://go.spcollege.edu/ssc).

### *Textbooks*

You can purchase new, used or digital books or rent them at bookstores operated on campus and online by Barnes & Noble. You can automatically order your textbooks after you register in MySPC and have them shipped to your home or pick them up at any of the 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. You can also trade textbooks through SPC's Book Swap.

[go.spcollege.edu/textbooks](http://go.spcollege.edu/textbooks)

### *Veterans Services*

St. Petersburg College 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. [go.spcollege.edu/veterans](http://go.spcollege.edu/veterans)

### *Women on the Way (WOW)*

The Women on the Way (WOW) Program has been empowering women to succeed since 1981. WOW provides services that enhance and empower adult learners' ability to achieve academic, professional, and personal success. WOW, located on SPC's Clearwater, Midtown, Seminole, St. Petersburg/Gibbs and Tarpon Springs campuses, serves as a resource and support program aimed at fostering growth and helping students succeed in college and life. [go.spcollege.edu/wow](http://go.spcollege.edu/wow)



## *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. Login to MySPC for instant access to your financial aid information or visit **go.spcollege.edu/getfunds** for a step-by-step checklist to apply for financial aid and the most up-to-date information on a wide range of topics.

## *Free Application for Federal Student Aid (FAFSA)*

To apply for financial aid, you need to complete a Free Application for Federal Student Aid (FAFSA) at **www.fafsa.gov**. The information you provide determines whether you qualify for federal and state grants and federal loans. To complete the FAFSA, you will need to get an FSA ID at **www.fafsa.ed.gov**

## *Financial Aid contacts*

### **General Questions**

Phone: 727-791-2485  
Fax: 727-791-2495  
TTY: 727-712-5282  
Website: **go.spcollege.edu/askfas**

## *Locations/hours*

### **Locations**

Financial aid offices are located in the administration buildings on the Clearwater, St. Petersburg/Gibbs, and Tarpon Springs campuses; in the UP building on the Seminole campus; and the main buildings on the Downtown and Midtown campuses.

### **Hours**

Financial aid offices are open Monday through Thursday from 8:30 a.m.-7 p.m. and Fridays from 8:30 a.m. until noon.

**go.spcollege.edu/hours**

## *Receiving funds*

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

**go.spcollege.edu/receivingfunds**

## **Tuition and fees**

SPC deducts tuition and fees from your financial aid award directly. If your award is less than the cost of tuition and fees, you must pay the difference by the tuition due date. 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.

**go.spcollege.edu/paytuition**

## **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. Check MySPC to see your individual amount. The bookstore will have your information on file and will apply your available book charges against your student account.

**go.spcollege.edu/bloc**

## **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 and Book Line of Credit charges. This is the date you will see in MySPC; however, this is not the date your excess funds are refunded to your SPC OneCard.

**Loan disbursements** – All loans are disbursed in two payments, even if the loan is for one term. If your loan is for fall and spring, you will receive one half of the loan during the fourth week of classes of each term. If your loan is for one term only, you will receive two payments within that term, the first during the fourth week of your classes and the second at the halfway point of the term.



### Refunds

Refunds to BankMobile or your Personal Banking Account occur when the amount of the disbursements received on your behalf is greater than the amount owed for tuition, fees, and the Book Line of Credit. The excess funds will be refunded to your refund option choice you made on **Bank Mobile**. Choices include same business day deposit to the Vibe Bank Mobile 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 you are enrolled in. Visit [go.spcollege.edu/refunddates](http://go.spcollege.edu/refunddates) 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.

[go.spcollege.edu/studentemployment](http://go.spcollege.edu/studentemployment)

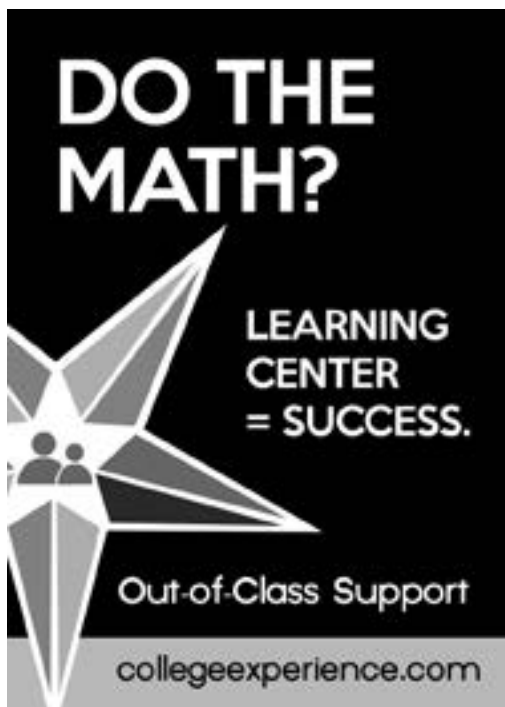
### *Satisfactory Academic Progress*

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. [go.spcollege.edu/sap](http://go.spcollege.edu/sap)

### *Withdrawing From Class*

CAUTION: If you are a financial aid recipient and are thinking about dropping your classes or withdrawing from the college, please consult a financial aid counselor first to be sure you understand the consequences of this decision.

[go.spcollege.edu/withdrawal](http://go.spcollege.edu/withdrawal)





The most up-to-date student and academic information is available on the college website, [go.spcollege.edu](http://go.spcollege.edu). Access important information about Board of Trustees' rules, College Procedures, students' rights and responsibilities, as well as student privacy and other policies and procedures at [webapps.spcollege.edu/botrules](http://webapps.spcollege.edu/botrules).

Specific information about the following topics can be found at [go.spcollege.edu/studentrights](http://go.spcollege.edu/studentrights):

- **Academic Honesty Guidelines**
- **Academic Standing Policy**
- **Accreditation**
- **Access to SPC Campuses**
- **Accessibility Services**
- **Alcohol and Illegal Drugs**
- **Annual Campus Security/Crime Update**
- **Annual Notification of Non-Discrimination for Career and Technical Education Programs**
- **Complaints/Concerns/Suggestions**
- **Copyright Infringement Policies**
- **Course Repeat Policy**
- **Disciplinary Procedure**
- **Discrimination Policies and information**
- **Drug Alcohol Abuse Prevention**
- **Equal Access/Equal Opportunity**
- **FloridaShines**
- **General Education Requirements**
- **Graduation and Transfer Rates**
- **Hepatitis B**
- **HIV/Aids Education**
- **Incomplete Grades and Procedures**
- **Information Technology Acceptable Use**
- **Meningococcal Meningitis**
- **Net Price Calculator**
- **Parking**
- **Peer to Peer File Sharing**
- **Placement Rates**
- **Reporting a Crime/Important Numbers**
- **Retention Rate**
- **Sexual Harassment**
- **Sexual Violence and Misconduct**
- **Student and Student Organizations**
- **Student Body Diversity**
- **Student Ombudsman Office**
- **Tobacco/Smoke Free Campus Policy**
- **Threat Assessment**
- **Timely Warnings and Emergency Notifications**
- **Title IX and Pregnancy**
- **Transfer of Credit Policy**
- **Voluntary Audit/Withdrawal Policy**
- **Voter Registration**
- **Warning/Probation/Suspension/Dismissal Policy**
- **Weapons and Firearms on Campus**

### *SPC Complaint Policy*

St. Petersburg College 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 [go.spcollege.edu/complaint](http://go.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 Trustee Procedure (**P6Hx23-4.36**). If you have an academic grievance or appeal, please utilize this process. [go.spcollege.edu/appeals](http://go.spcollege.edu/appeals)

## *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

**[go.spcollege.edu/studentconduct](http://go.spcollege.edu/studentconduct).**

## *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 discrimination policy. Violators are subject to disciplinary action, which may include reprimand, suspension or dismissal. For information on types of discrimination and reporting information visit

**[go.spcollege.edu/discrimination](http://go.spcollege.edu/discrimination).**

## *Safety Reports*

St. Petersburg College'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 **[go.spcollege.edu/campusafety](http://go.spcollege.edu/campusafety)** for current reports on:

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

A hardcopy of the safety reports will be provided upon request.

## *Sexual Harassment*

St. Petersburg College 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. Get details on what constitutes sexual harassment, frequently asked questions and reporting contacts at **[go.spcollege.edu/sexual\\_harassment](http://go.spcollege.edu/sexual_harassment)**.

## *Sexual Violence and Misconduct*

It is St. Petersburg College's goal to prevent 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, reporting information, preventative measures and safety tips, victims' rights, available resources, and more, please visit **[go.spcollege.edu/sexual\\_misconduct](http://go.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. This 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

**[go.spcollege.edu/FERPA](http://go.spcollege.edu/FERPA).**

Students also have a responsibility to keep the information in their student record up-to-date. Some of these changes (address change, phone number change, etc.) can be done in self-service by the student in MySPC. However, name changes, or social security number changes must be initiated by the student utilizing a Request for Change of Official SPC Records form (see Forms Online) and sending to the Admissions and Records Department.

## *Service Animals*

St. Petersburg College 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 the **Information for Individuals Using Service Animals** page.

## ADDITIONAL ONLINE RESOURCES

Board Rules .....	<a href="http://webapps.spcollege.edu/botrules">webapps.spcollege.edu/botrules</a>
Career tools .....	<a href="http://go.spcollege.edu/careertools">go.spcollege.edu/careertools</a>
College Catalog.....	<a href="http://go.spcollege.edu/catalog">go.spcollege.edu/catalog</a>
Faculty and Staff Directory.....	<a href="http://go.spcollege.edu/contactdirectory">go.spcollege.edu/contactdirectory</a>
MySPC Guide .....	<a href="http://go.spcollege.edu/myspc">go.spcollege.edu/myspc</a>
Online tools .....	<a href="http://go.spcollege.edu/onlinetools">go.spcollege.edu/onlinetools</a>
Readmission .....	<a href="http://go.spcollege.edu/readmission">go.spcollege.edu/readmission</a>
Resource Guide .....	<a href="http://go.spcollege.edu/resourceguide">go.spcollege.edu/resourceguide</a>
SPC Military and Veteran Life Resource Directory .....	<a href="http://go.spcollege.edu/uploadedFiles/Students/Support/Veterans/Veteran_and_Military_Student_Life_Resource_Directory.pdf">go.spcollege.edu/uploadedFiles/Students/ Support/Veterans/Veteran_and_Military_ Student_Life_Resource_Directory.pdf</a>

# Student Self-Service<sup>SM</sup> Is FREE & Easy!

Did you know you can get **up-to-date information on your enrollment and student loans online**, in one place and at **NO CHARGE**? With Student Self-Service, you can! It's simple to use and free. You can even **print enrollment verification certificates** whenever you want.

## How to Access FREE Student Self-Service:

1. Log in to MySPC using your user ID and PIN
2. Choose My Status
3. Choose My Academic Status
4. Scroll down to Enrollment Verification and click on the link

## Look at what you can do with Student Self-Service!

- Print enrollment verification certificates
- Find out when deferment notices were sent to your student lenders
- View your enrollment history
- View the proofs of enrollment sent on your behalf to student service providers
- Get a list of your student loan holders
- Print Good Student Discount certificate



**SPC** St. Petersburg College

# OUT OF CLASS SUPPORT = SUCCESS

FREE TUTORING | RESEARCH HELP | COMPUTER ACCESS  
[go.spcollege.edu/support](http://go.spcollege.edu/support)



ALLSTATE CENTER – AC 202	CLEARWATER CAMPUS – LA 100
DOWNTOWN CENTER – DC-314	HEALTH EDUCATION CENTER – HE-199
MIDTOWN CENTER – MTJC-210	SEMINOLE CAMPUS – TL-104
ST. PETERSBURG/GIBBS CAMPUS – TE-200	
TARPON SPRINGS CAMPUS – LIBRARY	



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