

GENERAL INFORMATION

TELEPHONES

Pay telephones are available for students to use at any time. These telephones are located in the almost all college buildings. **Students are requested not to use phones located in the college offices except in an emergency. Also, incoming calls for students will be honored only in the case of emergencies.**

LOST AND FOUND

If students have lost or found an item, they should check with the Business Office.

CHANGE OF NAME/ADDRESS

Students whose name or address changes while they are enrolled at the college should fill out a Data Change Card and submit it to the Admissions Office. Someone is also available in the evening to make these changes.

LOCKERS

A limited number of lockers are available for use on a first-come, first-served basis with the purchase of a lock. Check in the bookstore for availability.

FINAL EXAM SCHEDULE

The schedule for final examinations is distributed approximately two weeks before the end of each semester. Copies of the schedule are available from faculty advisors and counselors.

CHILDREN ON CAMPUS

Parents and other students are not to bring young children to class. The college liability insurance will not cover anyone who is not officially registered for classes at SCC. State law requires that a person be 16 years old in order to register for a class. Also, a small child in class can be disconcerting to other students and the instructor. SCC provides supplemental financial support for students unable to afford day care for their children. Students who have daycare needs should contact the Financial Aid Office in Student Development.

PARKING AND TRAFFIC

Parking and traffic regulations have been established to make the fullest use of the present parking facilities and to make the campus a safe place to visit, work, and study. All students and staff are required to register their vehicles during registration. Vehicle registrants must present the state vehicle registration card and remit \$5.00 to obtain a parking permit. A copy of *SCC Traffic Rules & Regulations* is available to all students and staff at the time of registration.

RELEASE OF STUDENTS' PICTURES

SCC uses pictures of college activities and students for public information and advertising purposes. Students who do not want to appear in such photographs should notify the Office of Student Development in writing.