

CAMPUS SERVICES

Admissions, Records and Registration

WH C-290
(310) 243-3645

The Office of Admissions is responsible for establishing student records for all applicants to the University, the preparation of reports related to eligibility and appropriate transfer credit, correspondence and in-person communication about admission requirements and file completion, and residency for tuition purposes.

The Office of Records and Registration is responsible for the maintenance of all current and historical student records, registration and schedule adjustment, transcript services, graduation evaluation and certification, grade processing and changing, student enrollment certification, Veterans certification, and changes in student demographic information.

Information regarding student retention and graduation rates at CSU Dominguez Hills and, if available, the number and percentage of students completing the program in which the student is enrolled or has expressed interest may be obtained from the University Registrar, Office of Records and Registration. 1000 E. Victoria St. Carson, CA 90747. (310) 243-3645.

The University

The mission of the University Advisement Center at CSUDH is to work in partnership with DH students through a collaborative process that identifies the most comprehensive path towards academic success. The UAC is home to professional academic advisors that are an essential academic resource for every DH student. We strive to advance the campus community's mission of student-centered services by aiding all DH students to persist and matriculate towards degree completion. We endeavor to achieve this mission by employing academic and developmental advising best-practices that positively contributes to the DH student experience.

Academic advising is a process that helps students clarify educational objectives, goals and choices. Our academic advisors help students to persist and matriculate towards degree completion. We employ proactive and developmental advising best-practices that positively contributes to the DH student experience.

Advising Services

- General Education advising
- Overall graduation requirements including:
 - the Graduation Writing Assessment Requirement (GWAR)
 - Grade point average (GPA) requirements for graduation
 - Overall unit requirements for graduation
- Academic notice
- Academic disqualification
- Review of university policies and procedures
- Referrals to other campus departments and support services

Types of Students Supported

- Incoming freshmen students who have placed into college-level English and Math courses and have attended New Student Orientation (<https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.csudh.edu%2Ffuture-students%2Forientation%2F&data=04%7C01%7Csflores%40csudh.edu%7C685e0bf57d7f40d7c3bf08d8ec998fa4%7C1a66a72773894727a8cbf249ac8%7CCTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWV%7C1000&sdata=dL%2F%2FwLaEm4c5JezvXlzCEIMT%2BrEblCtGjXklfEiKhx8%3D&reserved=0>)
- Incoming transfer students who have attended New Student Orientation (<https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.csudh.edu%2Ffuture-students%2Forientation%2F&data=04%7C01%7Csflores%40csudh.edu%7C685e0bf57d7f40d7c3bf08d8ec998fa4%7C1a66a72773894727a8cbf249ac8%7CCTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWV%7C1000&sdata=X7uCWSSHpJLe62x7FKpznf6lzzqntHcZ31v3oLPXKeo%3D&reserved=0>)
- Current undergraduate students
- Returning undergraduate students

Promoting Student Success Programs

- DH First-Year Experience (DHFYE) <https://www.csudh.edu/dhfye/> (<https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.csudh.edu%2Fdhfye%2F&data=04%7C01%7Csflores%40csudh.edu%7C685e0bf57d7f40d7c3bf08d8ec998fa4%7C1a66a72773894727a8cbf249ac8%7CCTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWV%7C1000&sdata=Yzc4Tca1%2BLWDgybyX6BqlX5GQ0AVbj8zh6qPayBsFwo%3D&reserved=0>)
- DH Transfer Learning Community (DHTLC) <https://www.csudh.edu/dhtlc/> (<https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.csudh.edu%2Fdhtlc%2F&data=04%7C01%7Csflores%40csudh.edu%7C685e0bf57d7f40d7c3bf08d8ec998fa4%7C1a66a72773894727a8cbf249ac8%7CCTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWV%7C1000&sdata=0RUEMF2D7th6JxC6Edsw5DxqgpMG5YDsDEo%2BAEeaTns%3D&reserved=0>)

If you are a first-time and continuing student, you may schedule an appointment with a General Education Advisor through Toro Success Collaborative (TSC) via my.csudh.edu (<https://my.csudh.edu/>).

For major advising, contact your major department

Office of Alumni Relations

WH C-490
(310) 243-2237

The CSU Dominguez Hills Office of Alumni Relations seeks to advance the welfare of the University, promotes common interests of its students and its alumni, and serves as liaison with the University, alumni, and the community. The Office of Alumni Relations sponsors a number of activities during the year, provides benefits to alumni, and supports the mission of the University.

Today, the total number of University alumni are over 100,000 and are found throughout the world. Alumni are encouraged to join the Free Alumni Association to take advantage of a wide variety of discounts, affinity partners, and CSUDH activities. Joining the Alumni Association is one of the best ways to show Toro Pride. The free membership connects alumni to a network of graduates throughout the country who represent CSUDH. Alumni can take advantage of alumni events, access to career resources, enjoy money saving benefits, and stay connected to the university.

The Alumni Association is a major supporter of many university programs and works hard to spotlight the achievements of our alumni to our current students. Alumni support CSUDH through gifts to the university, which assist in providing resources that provide an outstanding education to students. Alumni giving demonstrates pride in their alma mater and confidence in the education received.

Art Gallery

LCH A-107

(310) 243-3334 or (310) 243-3855

The University Art Gallery presents work that involves the local community – university and residents – and engages the regional contemporary art dialogue. The program reflects the area's history, the university's commitment to social justice, and partners with contemporary artists to support the creation of new vital and challenging artworks. The University Art Gallery serves the CSUDH community as a laboratory for contemporary art and design practices.

Career Center

WH 200

(310) 243-3625

The Career Center offers career readiness support to students to assist with their professional pathways, aspirational career goals, academic major exploration, and skill development in and out of the classroom. The Career Center provides individual career counseling appointments, 15-minute "drop-ins," and interactive workshops throughout the year. Also, students are offered a wide variety of resources in the Career Center Library and on the Career Center's webpage (<https://www.csudh.edu/career-center/>) that support their career and professional development.

We support students through a variety of career readiness interactions, programming, and events:

*Please visit the Career Center website (<https://www.csudh.edu/career-center>) for information and links on all the below opportunities.

- Career Coach Drop-in Hours (Visit the Career Center website for the coaching hours.)
- Peer Drop-in Hours (9:00 am to 4:00 pm (PST) – zoom web conferencing support around general career questions.)
- Coaching Appointments (Book a one-on-one appointment to discuss topics such as career and major exploration, internships, job searches, resumes, cover letters, interviews, and more.)
- Career & Major Exploration (Job search strategies, jobs, and internships, and more.)
- Employer Networking Events (Visit Handshake for a list of virtual employer workshops, programs, expos, and forums.)
- Resume Assistance via Handshake (Submit your resume for review online via Handshake.)
- LinkedIn Learning (Utilize this online learning platform that allows you to discover and develop the skills you want and need through a personalized, data-driven learning experience.)
- SkillsMatch (Identify your skills and receive personalized career and educational recommendations.)
- CalStatePays (Find out what CSUDH students can expect to earn from alumni who graduated in your major.)

- Digital Career Tools (Explore a wide variety of career tools via the Career Center website, such as Handshake, Standout, What Can I Do with My Major, and more.)

The Career Center is always here to provide you support on your journey towards student & career success.

Child Development Center

North End, Parking Lot 1, Room 101

(310) 243-1015

The Child Development Center (CDC) is owned and administrated by Associated Students, Inc. and is located on the East side of the Birch Knoll drive entrance to the campus adjacent to Parking Lot 1. It is a public, non-profit organization, licensed by the California Department of Education and California Department of Social Services, Community Licensing Division.

CDC provides a comprehensive educational and developmental program for children 2 years 9 months to 5 years old (Fall and Spring Session) 2 years 9 months to 10 years old (Summer Session): CDC offers parent education and involvement, observation/practicum training opportunity for university students.

We provide an environment that meets the developmental needs of the individual learner. Planned learning activities are provided in art, music and movement, dramatic play, reading and writing readiness, language development, mathematics, science, cooking, and multicultural awareness and appreciation. A variety of developmentally appropriate activities help children develop physical, cognitive, social emotional, and safe/healthy.

Center for Service Learning, Internships, and Civic Engagement

SCC 300

(310) 243-2438

The Center for Service Learning, Internships, & Civic Engagement (SLICE) assists students, faculty, and staff with experiential learning opportunities, community-based participatory research, and community engagement opportunities. SLICE is committed to helping foster an awareness of civic responsibility to address the needs of our local and global communities. The Center develops and maintains community partnerships to promote internship and volunteer placements and currently houses the JusticeCorps and Jumpstart programs.

Also housed in SLICE is the American Indian Institute. The American Indian Institute provides outreach and academic support for Native American students and fosters mutual understanding and respect among Indian and non-Indian people. The Institute houses the American Indian Initiative (AII). AII's mission is to promote education, health, culture, and social justice in the American Indian Community.

Desert Studies Consortium

California State University Fullerton Department of Biology

McCarthy Hall 236B

(714) 773-2428

The California Desert Studies Consortium consists of seven California State University campuses including Dominguez Hills, Fullerton, Long Beach, Los Angeles, Northridge, Pomona and San Bernardino. The primary objectives of this consortium are to promote and provide

physical and academic support for undergraduate educational programs in a variety of disciplines and to better understand and manage the physical and biological aspects of desert environments. The CSU Desert Studies Center provides living and laboratory space for over 100 undergraduates at Soda Springs in the Mojave Desert, a location central to all high desert study areas.

Dining Services

Loker Student Union
(310) 243-3814

Campus Dining Services are available in the Loker Student Union building located in the center of campus. Hours of operation vary from restaurant concepts between the hours of 7:30 am – 7:30 pm Monday through Thursday and 8:00 am – 2:00 pm on Friday and Saturday during the academic year. Hours vary during special breaks, holiday and summer sessions. Our food retail operations include: Jamba Juice, Tully's Coffee, Subway, A&W-Taco Bell, Panda Express (Chinese), Johnnies New York Style Pizza, Toro Takeout and Green Mountain Coffee (Library).

Complementing our retail operations in the Loker Student Union is 1910 Café & Lounge (waiter service) designed for entertaining and socializing in a restaurant environment (open to Students, Faculty and Staff) 11:30 am – 2:00 pm (Lunch) Monday – Thursday and starting Fall 2014 4pm – 8:30pm Monday – Thursday for Tapas, Wine and Music. Also located in the student union is DH Sports Lounge, open 11:00am – 9:00pm Monday – Thursday and 11:00 am – 2:00 pm on Fridays. DH Sports provides satellite LCD TV's, a variety of entertainment, outside patio, full service menu, beer, wine and specialty drinks.

DH Catering (dhcatering@csudh.edu) is available year round with the full service expertise for catering groups from 1 to 1000. View our variety of menus on line at CSUDH.edu (<http://CSUDH.edu>) website. The combined professionalism of a full service caterer with a first class facility allows for a memorable experience, whether for meetings, wedding receptions, quinceañeras, retirements or family reunions. Please contact our catering offices at (310) 243-3814. CSU Dominguez Hills Foundation has exclusive rights to catering on campus.

Concessions and Events are available through our DH Catering Department and provide a variety of opportunities to have events on campus.

Vending Services are located throughout campus, providing beverages, snacks and hot and cold food options when you are in a hurry or other services are not available. Primary vending locations include kiosks at SCC, LIB, and SAC 2 with multiple locations in every building.

Grab and Go 1 & 2 (Convenience Stores) are located in Welch Hall (WH) and in the Social and Behavioral Sciences (SBS) buildings. Both stores provide a variety of beverages, snacks, quick deli items, microwavable and sundry selections. Grab & Go 1 located in Welch Hall also provides coffee service. Please see each store for operating hours that may vary depending on the time of year.

Educational Opportunity Program

WH D-350
(310) 243-3632

The Educational Opportunity Program (EOP) is an alternate admission program that recruits and admits those students who may not meet the standard admissions requirements of the University, but who display the potential to succeed in the University. EOP facilitates the enrollment

and academic success of both the educationally and economically disadvantaged. An application deadline exists for the Fall semester of each academic year. New students and EOP transfer students from other California State Universities must file an application for admission by December 19.

Acceptance into the program is based upon an evaluation of the student's past educational experience, completion of EOP admissions packet (which may be used at all campuses within the CSU) and a personal interview. Once admitted into EOP, students are provided with support services such as academic advisement, counseling and financial aid advisement to maximize their potential success.

Prospective students who do not meet standard admissions requirements are urged to apply for admission through the Educational Opportunity Program, and to contact the EOP Office on campus to confirm the admission deadlines for each semester.

Former EOP students at CSU Dominguez Hills must apply directly to the EOP Office for undergraduate readmission. This procedure is necessary to ensure that admission, as well as financial assistance is rendered to the student in a timely manner. Fall deadline for former EOP students is June 1 and spring semester deadline is November 1.

Enrollment Management and Student Affairs

WH A-410
(310) 243-3784

The division of Enrollment Management and Student Affairs (EMSA) is responsible for the recruitment, admission, registration, and the recording of education processes of students. In addition, the division is responsible for services and programs that enhance the quality of campus life. The following units and programs operate through the division of EMSA: Admissions, Athletics, Student disAbility Resource Center, Educational Opportunity Program, Upward Bound, Student Support Services, Financial Aid, Student Health and Psychological Services, International Student Services, Loker Student Union, Multicultural Center, New Student Orientation, Outreach and Information Services, Records and Registration, Student Activities, Student Development, Counseling, Career Employment Services, Student Enrollment Services, Student Life, University Student Housing and Veteran's Affairs.

Graduate Studies

I&I 3100
(310) 243-3693

The Office of Graduate Studies provides initial information for new graduate students. Information and applications for the Graduate Equity Fellowship program, the Forgivable Loan Program, the California Pre-Doctoral Program, and other fellowships are also available.

Additional details related to the services, staff, and activities of the Office of Graduate Studies are available at: <http://www.csudh.edu/gsr/graduate-studies/>.

Health Center

SHC A-129
(310) 243-3629

The Student Health and Psychological Services unit includes student health services and psychological counseling services. The unit provides an integrated approach for services designed to meet both the physical and emotional health needs of students.

Student Health Insurance

The Office of the Associated Students, Inc. makes available a supplementary health insurance plan for students. The insurance plan provides benefits toward hospital and surgical expenses. Information concerning the medical insurance plan is available through the Office of the Associated Students, Inc. and the Student Health Center.

Student Health Services

The Student Health Center assists students in maintaining good health to successfully participate in the educational program of the campus. Health services available include outpatient diagnosis and treatment of illnesses and injuries, X-ray and clinical laboratory services, health education and consultation. The Center has its own licensed pharmacy where students may get prescriptions filled and purchase over-the-counter items as well. Referral to community health facilities is made for major illnesses or accidents beyond the scope of the Student Health Center.

The CSU system requires all new students born after January 1, 1957 either to submit proof of immunity to measles and rubella or to be immunized against these diseases. Students can get a combined measles/rubella vaccination free of charge at the Student Health Center. Also, while not required, the American College Health Association currently encourages college students to obtain a second dose of the measles/rubella vaccine in addition to the one obtained in childhood.

The CSU requires all new students age 18 and under either to submit proof of immunization against Hepatitis B, or to be immunized against this disease. Students in this age group can receive the vaccine at the Student Health Center, free of charge.

Student Psychological Counseling Services

SHC A-141
(310) 243-3818

The Student Health and Psychological Services unit invites students who are experiencing any type of personal or interpersonal problem to participate in a counseling experience. This may include, but is not limited to, difficulties such as anxiety, depression, identity confusion, marital or family conflicts, drug and alcohol abuse, rehabilitation programs or concerns about social relationships. The overall goal is to work with each student individually so that their personal growth leads to the realization of successful college experiences. Information concerning the prevention of drug and alcohol abuse and rehabilitation programs may be obtained from Student Health & Psychological Services.

Students are encouraged to seek counseling for maximizing their own growth potential and they may involve themselves in both individual and group counseling experiences. Professionally trained counseling psychologists are available to work with students or to make appropriate referrals when indicated. These counseling psychologists have several orientations, although the general counseling approach is geared toward the individual student. Students seen individually are encouraged to set up realizable goals that can be explored within short term counseling. Students participating in groups are not limited to a set number of

sessions, but are encouraged to set up realizable goals that can be pursued through involvement in group counseling.

Division of Information Technology

WH B-370 (IT Help Desk)

(310) 243-2500

<http://www.csudh.edu/it/>

The Division of Information Technology led by the Office of the Vice President and Chief Information Officer provides leadership and support solutions that improve the teaching, learning, research, and administrative environment of the University. The Vice President/CIO provides overall management of the IT Division, which is comprised of six areas:

- Academic Technology
- Enterprise Applications
- Information Security (ISO)
- Infrastructure & Production Services
- User Services
- Service & Financial Management
- **Academic Technology-** Provides instructional design; media conversion, production, and distribution; web design for faculty; and audio-visual and technology support for instructional programs. Other Academic Technology functions include:
- **Enterprise Applications-** Responsible for the installation, customization, and support of administrative computing applications, such as PeopleSoft suites, MyCSUDH portal, (<https://my.csudh.edu/>) and the iToros mobile app.
- **Information Security Office (ISO)-** Supports the central mission of the University by assuring confidentiality, integrity, and availability of its information and information systems. The ISO is responsible for the security of all protected information collected, used, maintained, or released by the University as well as assuring campus compliance with federal, state, California State University (CSU), and CSUDH information security mandates.
- **User Services-** Delivers technical support to faculty, staff, and students. Desktop services are offered to faculty and staff for technical support of state-owned desktop and laptop computers, mobile devices, various hardware and software needs, and remote access issues.
- **Infrastructure & Production Services-** Responsible for the operation, design, installation, security, and maintenance of the campus data network, including connections to the university's network backbone (wired, wireless, VPN, etc.)
- **Service & Financial Management-** Ensures continuity of the technology services portfolio from implementation to retirement; ensures financial sustainability of technology portfolio; and ensures the awareness, exposure, and communication of services across the enterprise. Coordinates collaboration between the campus community and the CSU on information technology projects and initiatives as well as technical training on new and supported IT related products and services.

International Programs

SCC 136-A

(310) 243-3919

www.csudh.edu/iec (<http://www.csudh.edu/iec/>)

IEC@csudh.edu

Information on international study is available at the International Education Center (IEC) located in the Small College Complex. Students can select from a variety of study abroad programs offered for a semester, summer or academic year. IEC staff assists students application to international programs and provide support services for inbound exchange students.

Academic Year Programs

Developing inter-cultural communication skills and international understanding among its students is a vital mission of the California State University (CSU). Since its inception in 1963, the CSU International Programs (CSU IP) has contributed to this effort by providing qualified students an affordable opportunity to continue their studies abroad for a full academic year in all programs and a semester option in some countries and programs.

More than 20,000 CSU students have taken advantage of this unique study option. Also, through the CSU IP exchange partnerships, more than 5,000 international students have come to study at the CSU.

International Programs participants earn resident academic credit at their home university while they pursue full-time study at a host university or study center abroad. CSU IP serves the needs of students in more than 100 designated academic majors. Affiliated with nearly 60 recognized universities and institutions of higher education in 18 countries, CSU IP also offers a wide selection of study abroad destinations and learning environments.

Australia

Griffith University, Macquarie University, Queensland University of Technology, University of Queensland, Western Sydney University

Canada

Concordia University

Chile

Pontificia Universidad Católica de Chile

China

Peking University (Beijing)

Denmark

Danish Institute for Study Abroad

France

Institut Catholique de Paris, Institut Supérieur d'Electronique de Paris, Université d'Aix-Marseille (Aix-en-Provence), Université de Cergy-Pontoise, Universités de Paris I, III, IV, VI, VII, VIII, X, XI, XII, XIII, Université Paris-Est Marne-la-Vallée, Université d'Evry Val d'Essonne, and Université de Versailles Saint-Quentin-en-Yvelines

Germany

University of Tübingen and a number of institutions of higher education in the Federal state of Baden-Württemberg

Ghana

University of Ghana

Israel

University of Haifa

Italy

CSU Florence Study Center, Accademia di Belle Arti Firenze

Japan

Waseda University, University of Tsukuba

Mexico

Instituto Tecnológico y de Estudios Superiores de Monterrey, Campus Querétaro

South Africa

Nelson Mandela University

South Korea

Yonsei University

Spain

Universidad Complutense de Madrid, Universidad de Granada, Universidad de Jaén

Sweden

Uppsala University

Taiwan

National Taiwan University

United Kingdom

University of Bradford, University of Bristol, University of Hull, Kingston University, Swansea University, University of Birmingham

Students participating in CSU IP pay CSU tuition and program fees, and are responsible for airfare, accommodations, meals and other personal expenses. Financial aid, with the exception of Federal Work-Study, is available to qualified students and limited scholarship opportunities are also available. All programs require students to maintain good academic and disciplinary standing; many programs are open to sophomores or graduate students. California Community College transfer students are eligible to apply (to select programs) directly from their community colleges. Students must possess a current cumulative grade point average of 2.75 or 3.0, depending on the program, and must fulfill all coursework prerequisites. Additional program information and application instructions can be found on the International Programs website (<http://www.calstatele.edu/ip/>).

Semester and Summer Programs

CSUDH is also an associate member of University Studies Abroad Consortium (USAC), offering semester and summer programs as well as academic year programs in Australia, Chile, China, Costa Rica, Czech Republic, Denmark, England, France, Ghana, Ireland, Israel, Italy, Japan, Malta, New Zealand, Norway, Scotland, Spain, Sweden and Thailand. Programs are available in a number of academic disciplines, including language and cultural studies, business and management, social sciences, humanities, and sciences. Students must possess a cumulative grade point average of 2.50. Applications and information may be obtained from the International Education Center, SCC 136 A, (310) 243-3919.

International Emphasis

One of the major goals of CSU Dominguez Hills is to give all students the opportunity to better understand the effects of world affairs in relation to both the individual and society. Accordingly, the University includes a Global Perspectives requirement in the General Studies program. Many international and foreign language courses are also provided. Special academic concentrations are available in international business and international politics for students who intend to specialize their studies in international education.

The University sponsors seminars, discussions and films on important international situations and events. Working together to sponsor various activities on campus is an International Center with a director of international programs; an International Education Committee composed of faculty, administrators, students and community members. The University is working with community members to develop loan and scholarship funds for students who wish to study in a foreign country.

International Student Services

LSU 110

(310) 243-2519

www.csudh.edu/isso (<http://www.csudh.edu/isso/>)

International Student Services is located within the Multicultural Center in room 110 of the Loker Student Union. Office hours are 8:00 a.m.-5:00 p.m., Monday-Friday. International Student Services provides information, advising, advocacy and programming to help international students integrate into the Dominguez Hills community while achieving their educational and personal goals. Currently enrolled international students are invited to visit us onsite or call us to arrange a scheduled appointment.

Immigration Requirements for Licensure

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193), also known as the Welfare Reform Act, includes provisions to eliminate eligibility for federal and state public benefits for certain categories of lawful immigrants as well as benefits for all illegal immigrants.

Library

LIB 2nd Floor Entrance

(310) 243-3715 (Information Desk)

(310) 243-3586 (Reference Desk)

The University Library, housed on the five floors of the Leo F. Cain Educational Resources Center (ERC), serves the needs of students, faculty and staff with a faculty of ten librarians and support staff. The collection includes over 638,000 volumes as well as more than 26,000 periodical titles available in print and electronic formats. With the exception of archival and reserve materials, all library materials are arranged on open shelves to facilitate maximum use of the collection and to encourage browsing or study in any field of interest. A mutual use agreement covering all of the California State University libraries enables Dominguez Hills students to borrow materials from any of the 23 libraries within the CSU system with a current Dominguez Hills ID card.

Library faculty at the Reference Desk offer assistance and instruction in the use of print and electronic library resources as well as delivering subject-oriented lectures and demonstrations to classes upon request. Microcomputer workstations in the Reference area provide free electronic access to over 100 bibliographic, statistical, and full-text databases in the humanities and social sciences, business, education, medicine, psychology, public affairs, science and current news and events. The Library website at <http://library.csudh.edu> (<https://www.csudh.edu/library/>) provides links to the online public access catalog, Internet resources and University services as well as a comprehensive guide to Library collections and online databases. These databases are also available from off-campus to currently registered students, faculty, and university staff.

The Donald R. & Beverly J. Gerth Archives and Special Collections Department manages the University's archives, as well as the Local

History Collection, digitized historic photographs, and other rare or unique materials. The Board of Trustees has designated this department as the official repository for the California State University System.

Loker Student Union (LSU)

The Donald P. and Katherine B. Loker Student Union, Inc.
(310) 243-3854

The Donald P. and Katherine B. Loker Student Union (LSU) provides a dynamic educational, social, recreational and cultural environment for the campus community. The LSU facilities, programs and services enhance the university community and contribute to the out-of-the classroom experience. The LSU programming department provides an engaging social environment to students through a diverse array of educational and entertaining programs, along with creating a joyful experience for all students.

The facility houses the bookstore, banking services, ToroZone (gameroom), reservable meeting rooms and elegant ballroom, a food court, 1910 Café and Lounge, DH Sports Lounge, student life departments office, discounted amusement park tickets and an outdoor performance patio. For more information, call (310) 243-3559 or visit our website at <http://lsucsudh.org/> (<http://www.lsucsudh.org/>).

McNair Scholars Program

LIB 4516

(310) 243-2098

The McNair Scholars Program is a federally funded program designed to increase the number of first-generation, low-income and/or underrepresented minority (i.e. African American, Hispanic, and Native American) students who complete advanced degrees in all disciplines. This program is funded by the United States Department of Education for five years.

The McNair Scholars program is open to CSUDH sophomores, juniors and seniors with a GPA of 3.0 or above. Students must be committed to continuing their education with the goal of achieving a doctoral degree. Eligible students will also be first-generation and low-income or underrepresented minority, U.S. citizens or permanent residents, and enrolled in an undergraduate degree program at CSUDH.

The program provides a summer research experience, a research methodology course, workshops on entering, applying to and financing graduate school, GRE preparation, faculty mentors, and educational planning and support. In addition, the program provides supplementary support through a summer research stipend, travel to conferences, travel to research institutions, and a student study lounge.

Students are encouraged to visit the McNair Scholars Office or the McNair website at www.csudh.edu/mcnair (<http://www.csudh.edu/mcnair/>) to obtain more information and applications. Applications are due in the fall of each academic year.

Outreach and School Relations

WH B-240

(310) 243-3696

The office of Outreach and School Relations is committed to assisting students achieve their academic goals. Our office is the primary

recruitment and guest relations office for CSUDH. As such, our office consists of the following:

- Early Assessment Program (EAP) training and strategic activities designed to increase the number of California high school graduates who enter the CSU fully prepared to begin college-level study and the number of certified teachers.
- Visitor's Information Center located at Welch Hall 245 assists prospective students and their families, current students and community members by providing essential and centralized information regarding campus deadlines and activities. The center also provides prospective student publications and has 2 computers available for prospective students to use when applying to CSUDH.
- Recruitment & Outreach services include CSUDH admission high school and community college visits, college fair participation and events for prospective students and their families. Pre-admission advising is also available.
- Campus Tours are provided for individuals, groups and self-guided tours are also available. Our friendly and knowledgeable tour guides introduce you to our points of pride, student life, athletics and more.
- New Student Orientation (NSO) is a great introduction to CSUDH and an essential part of student's success on campus. NSO is mandatory for Freshman and Transfers. Students will be connected to the information and resources needed to start strong, including: academic advising, financial literacy, career services and campus student organizations.

Police, California State University

WH B-100
(310) 243-3639

Emergency: 911 from any Campus phone or 310-243-3333 from a cell phone (cell phone 911 will generally connect to the CHP depending on the provider used for service) or push the talk button on the red emergency call towers located on Campus.

The California State University Police is a service-oriented campus agency that provides assistance to the campus community. The Department is responsible for all law enforcement activities. This includes foot and vehicle patrol, criminal investigations, recovery of property and apprehension of violators.

Crime Prevention programs are offered throughout the school year. These encompass a wide-variety of safety related topics. New programs can be developed to fulfill any specific need or concern.

The department provides traffic control, parking enforcement, lost and found, information booth, and public fingerprinting. The Student Patrol are students employed by the Police Department to monitor our parking lots and provide escorts to and from vehicles parked in the University lots from 6:00 to 11:00 p.m., Monday through Thursday. The service is available during all other times by contacting the department directly and an officer will respond.

Campus maps, general information and parking pamphlets are available from the Information Booth. Guest parking permits are available if prior arrangements have been made with the department's parking office.

University Police Officers are State Peace Officers who are trained and certified by the California Commission on Peace Officer Standards and Training. Their duties include the enforcement of federal, state, county and municipal laws as well as University regulations.

The Department prepares and submits a monthly Uniform Crime Report to the California Department of Justice. The Department also enters reported stolen vehicles and property with serial numbers into the National Crime Information Center, allowing for recovery throughout the United States.

All students, staff, and faculty are encouraged to contact any member of the department regarding any problems pertaining to law enforcement or issues. The California State University Police are open 24 hours a day, year-round.

California State University, Dominguez Hills' annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off campus buildings, on public property immediately adjacent to and accessible from the campus, and within the City of Carson. The report also includes institutional policies concerning campus security such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters. Information concerning CSU Dominguez Hills policies, procedures, and facilities for students and others to report criminal actions or other emergencies occurring on campus may be obtained from the University Police, 1000 E. Victoria St. Carson, CA 90747. (310) 243-3639. Information concerning CSU Dominguez Hills annual campus security report and annual fire safety report may be obtained from the University Police or by accessing the following website, www.csudh.edu/dhpd/ (<http://www.csudh.edu/dhpd/>).

Research and Funded Projects (ORFP), Office of

WH D-445
(310) 243-3756

The Office of Research and Sponsored Programs assists faculty with the identification of external funding sources for research and training projects and facilitates the preparation and submission of proposals. It also coordinates internal faculty award programs. The office oversees the work of the Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Financial Conflict of Interest (FCOI), and Export Control as well as other research compliance matters that impact the research enterprise. The office is part of the Division of Academic Affairs and reports to the Provost/Vice President through the Dean of Graduate Studies and Research.

Additional details related to the services, staff, and activities of the Office of Research and Sponsored Programs are available at: <http://www.csudh.edu/gsr/research/>.

Reserve Officers' Training Corps (ROTC) U.S. Army Reserve Officers' Training Corps (AROTC)

The U.S. Army Reserve Officers' Training Corp (AROTC) program at CSUDH offers leadership and management training to students interested in pursuing a career as an officer in the U.S. Army, Army Reserves, or Army National Guard. AROTC offers qualified students, two, three, and four year scholarships which lead to a commission as an Army Second Lieutenant. ROTC classes are conducted at CSUDH. For additional information, contact the Department of Military Science, CSUDH, at (310) 243-3002.

U.S. Air Force Reserve Officers' Training Corps (AFROTC)

Air Force Officer Training Corps (AFROTC) educates and trains highly qualified undergraduate and graduate students for commissioning as

officers in the United States Air Force. AFROTC offers a variety of two, three, and four year scholarships, many of which pay the full cost of college tuition, books and administrative fees. Students attending CSUDH can take AFROTC at any one of the host detachment locations, Loyola Marymount University (LMU), the University of Southern California (USC) or the University of California, Los Angeles (UCLA). Additional information can be found via the internet at www.afrotc.com (<http://www.afrotc.com>).

Student DisAbility Resource Center

WH 180
(310) 243-3660

The purpose of the Student disAbility Resource Center program is to make all of the University's educational, cultural, social and physical facilities and programs available to students with disabilities. Students with verified disabilities, which are permanent or temporary are eligible for a variety of support services from the Student disAbility Resource Center. Information regarding academic accommodations and services available to students with disabilities may be obtained from the director of the Student disAbility Resource Center, 1000 E. Victoria St. Carson, CA 90747. (310) 243-3660 (voice) or (310) 243-2028 (TDD). Access to campus, classroom and facilities are highly accessible. Disabled parking is available close to buildings.

- **Admission Assistance:** Students with disabilities are encouraged to contact the office before applying for admission to obtain general information, assistance with reading and/or filling out forms, and to discuss special needs.
- **Assistive Technology:** Students will have access to assistive technological devices such as Dragon, Kurzweil, ZoomText, electronic books, etc.
- **Academic Accommodations:** Accommodations such as extra time on examinations, alternate site, use of tape recorder and note taker are some of our most common accommodations requested by our students. This is not a definitive list of accommodations. The purpose of accommodations are to help "level the playing field" and is not intended to give unfair advantage to students.
- **Diagnostic Assessment Services and Support:** Diagnostic assessment of specific learning disabilities and the provision of the appropriate support services are available to qualified students. Support services may include use of assistive technology, course substitution, use of auxiliary services (including tutoring) and disability management advising.
- **CSUDH Parking Fee Waiver:** Students who have a DMV disability placard and provide proof of low-income are qualified for a permit waiver for disability parking.
- **Disability Management Advising:** Advising is available to the student who wishes to explore increasing independence, improving communication with faculty, and support through counseling. In addition to individual consultation, students may receive guidance on time management and academic support.
- **Housing:** On-campus student apartments have 18 wheelchair accessible units, which have lowered kitchen counters, roll-in showers and other features.
- **Information and Referral:** The office provides general information and assistance in problem solving. Students routinely encounter difficulties not necessarily related to disability, and the office maintains close relationships with offices on and off campus that can provide special services, including personal and career counseling, job seeking skills training, financial aid and more.

In summary, the Student disAbility Resource Center is committed to the student with a disability and to the student's right to an equal educational experience. The major focus is on the individual needs of the student. The goal is for the student with a disability to utilize the services provided to maximize independence and full integration into university life. The program serves as a centralized source of information for students with disabilities in the enhancement of their academic, career and personal development.

TRIO Student Support Services Program (SSS)

EAC 300
(310) 243-2143
Email: sss@csudh.edu ([ss@csudh.edu](mailto:sss@csudh.edu))

TRIO Student Support Services is a federally funded program designed to provide academic assistance and enhance educational opportunities for students. Federal guidelines require students to be from low-income families, first-generation college students, and/or have a documented disability. Participants must also have an academic need for our program. Our program is designed to support the academic needs of 160 eligible CSU, Dominguez Hills students. Participants are offered an array of services to ensure a smooth transition to CSUDH as well as ongoing support towards the successful completion of their post-secondary education. Interested students should contact the TRIO SSS Office or visit us on our website for more information: <http://www.csudh.edu/ss/>. This program is offered free of charge to participants.

Eligibility is based on federally funded criteria:

- Students who meet low-income qualifications
- Students whose parents have not earned a bachelor's degree
- Individuals who have a documented disability

SSS participants must be:

- U.S. citizens or permanent residents
- Admitted and enrolled at CSU, Dominguez Hills
- Pursuing a first bachelor's degree
- Needing academic support
- Committed to utilizing academic support to earn a bachelor's degree

TRIO SSS offers its participants and array of services, such as but not limited to:

- Academic Advising
 - Academic and personal support
 - Computer lab with free printing access
 - Tutoring services
 - Graduate school assistance and field trips to top schools
 - Financial literacy education
 - Priority Registration
 - Student leadership conference opportunities
 - Cultural field trips
- Participants are expected to meet program requirements in order to remain in good standing.

TRIO SSS participants must:

- Meet with their program advisor and complete the Action Plan form (every semester)

- Submit a TRIO SSS Progress Report (every semester to be eligible for priority registration)
- Complete four workshop / activities that align with the participant's semester goals, on or off campus
- Maintain a 2.5 GPA
- Be enrolled in 12 or more units

Testing Center

North Library 5705
testing@csudh.edu
(310) 243-3909

The CSU Dominguez Hills Testing Center offers proctoring services and is responsible for the administration of exams such as the Graduate Writing Exam (GWE), Scholastic Assessment Test (SAT), and GRE Subject exams. As an NCTA Certified center, the Testing center adheres to the professional standards and guidelines set forth by the **National College Testing Association (NCTA)**. For more information on Testing Center services, please visit our website at www.csudh.edu/tltc/ (<https://csudh.edu/tltc/>)

Testing Center Hours – Library North 5705

Monday - Friday 8:00 a.m. - 5:00 p.m.

Toro Learning Center

Library North C-121
(310) 243-3827

Learning Center
 North Library C-121
tltc@csudh.edu
 (310)243-3827

The Toro Learning & Testing Center (TLTC) offers a variety of academic support to all currently enrolled students in the areas of Math, Science, Arts & Humanities, Natural, Behavioral, and Health Sciences, Computer Science, and Business Administration & Public Policy. The Center is located on the 1st floor of the University Library's North Building, Room C-121. A valid CSUDH student ID card is required to access services and to schedule a tutoring session. Same day sessions can be made when available but scheduling earlier is strongly recommended. For more information, please contact us at (310) 243-3827, visit us online at www.csudh.edu/tltc/learning-center/.

Learning Center Office Hours Library North C-121:

Monday - Thursday 8:00 a.m. - 8:00 p.m.
Friday 8:00 a.m. - 5:00 p.m.

University Bookstore

Loker Student Union
(310) 243-3829

Your University Bookstore is the resource on campus for students, faculty, and staff to acquire all required course materials and supplies. We carry a wide selection of general and value-priced books, popular magazines, greeting cards, Toro apparel and gifts, snacks, juice, soft drinks and health and beauty to accommodate the needs of our campus community.

Bookstore hours of operation are available online at bkstr.com (<https://www.bkstr.com/csudominguezhillsstore/home/>) or facebook.com/csudhbookstore (<http://www.facebook.com/csudhbookstore/>).

- **Rent-A-Text:** For Rent! Hundreds of textbooks are now available for rent. Learn more or find out if your course materials are rental eligible by visiting bkstr.com. (<https://www.bkstr.com/csudominguezhillsstore/home/>)
- **Sell your text books everyday!** The best time is during the week of finals! Get the most cash when you sell a book that will be used again in the next semester. All titles are subject to condition and national demand.
- Course materials and Toro merchandise is available to purchase online for convenient pick-up or delivery! Please visit our website: bkstr.com (<https://www.bkstr.com/csudominguezhillsstore/home/>)
- Gift cards are available at the bookstore in any denomination and can be purchased at the registers or online for your convenience.
- Over 6,000 software titles are available for sale on our website at bkstr.com (<https://www.bkstr.com/csudominguezhillsstore/home/>) and are educationally discounted up to 80%.
- You must present your receipt for any exchange or refund. New text purchases do not write in or soil your book if you plan to exchange it. We reserve the right to pass judgment on the condition of returned items. Defective new books will be replaced at once.
- A full refund will be given on textbooks for a one-week period beginning the first day of the term. To see our full refund policy please visit bkstr.com (<https://www.bkstr.com/csudominguezhillsstore/home/>).

Veterans Resource Center

LIB 3941
(310) 243-3643

The Veterans Resource Center assists military veterans, service members and dependents in successfully navigating their college experience. The center provides advisors, mentors, academic workshops and holistic personal and professional development opportunities to help students' transition to the university.

Writing Center

Hours may vary by semester.

Synchronous Online Tutoring Hours: Monday through Friday, 9 a.m.- 5 p.m. (Closed Wednesdays 12-1 p.m. for staff meetings.)

Asynchronous e-Tutoring Hours: Papers can be submitted any time.

Campus Location: 3rd Floor, Library North

Website: <https://www.csudh.edu/writing-center/>

Email: WritingCenter@csudh.edu (writingcenter@csudh.edu)

The Writing Center is a free resource available to all CSUDH students and is open for the spring in a fully online capacity. We support undergraduate and graduate student writers at any stage of the writing process for any course, department, or program. Students can seek assistance setting goals, generating topics, clarifying ideas, incorporating source materials, organizing, and revising, just to name a few. The Writing Center also supports reading success, offering guidance with planning, mapping, annotating, interpretation, analysis, and summarizing and paraphrasing source texts. Multimedia and multimodal projects are invited and always welcome.

The Writing Center does not provide copyediting or "correction" services, but Writing Associates and Professionals can work with students to

identify patterns of grammar usage and various approaches to effectively addressing those patterns in their writing. The CSUDH Writing Center is a low-stakes space outside of the classroom that is free of judgement and assessment where students can explore and develop their own writerly identities.

We offer:

- Synchronous 30-minute one-on-one individual online tutoring with a trained Writing Associate or Writing Professional,
- One-hour appointments for students with certain accommodations,
- Feedback on students' papers via asynchronous e-Tutoring,
- Brief in-class info sessions (15-20 minutes) to share information about our services, and
- Synchronous workshops (topics vary per semester).