

# **Louisiana Delta Community College**

## **Division of Student Services and Financial Aid**

### **STUDENT SERVICES**

#### **Career Counseling**

Are you unsure of your academic and career goals? Do you have questions about writing a résumé? If so, then the Office of Career Placement can help. Career Placement offers career counseling to enrolled students. So once your first semester is underway, you can take advantage of this service.

Let the Office of Career Placement guide you through the career development process, enabling you to make a well-informed career decision. Career assessments are also available at **no cost**. The Office of Career Placement also offers the following:

- Resume Skills/Dress for Success workshops
- Delta Career Fair
- Off-Campus Jobs available on website

#### **Personal Counseling and Disability Services**

Counseling and Disability Services are part of the Division of Student Services at Louisiana Delta Community College. The goal of counseling services at Delta is to promote the overall educational programs by helping students strengthen communication skills, establish goals, and adjust to their academic and social environment.

Delta welcomes all students to utilize our counseling services and take advantage of the resources that are available;

Services include:

- Individual/Personal Counseling
- Group Counseling
- Emergency-Crisis Intervention

#### **Disability Services**

Disability Services is part of the Division of Student Services. Disability Services ensure equal opportunity to all qualified students with disabilities by providing reasonable accommodations to students who self-identify with the counselor. Students must complete a [Student Counseling and Disability Services Intake Form](#) and provide documentation of the disability. The requested accommodations must relate directly to the disability and the relationship must be documented in the reports. Each student's request is reviewed on a case-by-case basis to ensure that individual needs are met.

#### **Student Code of Conduct**

In keeping with the Delta's legal right and responsibility to protect its educational purposes and to protect all members of the College community, the College has drafted disciplinary procedures designed

specifically to protect not only the academic environment but also the health and safety of all members of the College community. These objectives are accomplished through the establishment and enforcement of reasonable standards for academic and personal conduct. As such, the College has the legal right to refuse student's status to individuals who do not meet these standards and to impose reasonable disciplinary censures on students who are found responsible of violating these standards. The Student Code of Conduct can be found on the Delta website at [www.ladelta.cc.la.us](http://www.ladelta.cc.la.us) under publications. All students are encouraged to read and be familiar with the Delta's Student Code of Conduct.

### **Delta Student Organizations**

Membership in a student organization is a great way to learn new skills, build friendships, gain unique opportunities and contribute to the community. LDCC encourages students to enrich their academic experience by becoming involved in campus organizations and activities:

#### **Student Government Association (SGA)**

SGA exists to provide the student body with a means to deal with the affairs of students and as a forum for the expression of student views concerning student life within the College. Incoming freshmen students are encouraged to apply for freshmen senator positions. For more information contact SGA Advisor Raquel Elder at 342-3744.

**Behavioral and Social Science Organization (BSSO)** works to expand knowledge in Criminal justice, History, Psychology, and Sociology and helps to develop leadership skills through participation in student-led service activities. Contact faculty advisor Connie Thomason for more information at 362-5032.

**Delta Christian Fellowship** is an organization of students and faculty whose purpose is to grow in love for God, God's word, and God's people of all ethnicities and cultures. Contact Mary Spicer faculty advisor for more information at 342-3723.

**Delta Early Childhood Organization (DECO)** is an organization that promotes the education and welfare of young children and their families and promotes professional development for students interested in young children. Contact faculty advisor Donna Guice for more information at 362-5014.

**Fine Arts Organization: Cultural Understanding and Services (FOCUS)** offers students the opportunity to enrich their lives by becoming involved in a variety of areas of fine arts. Students are encouraged to participate in all art events. Contact faculty advisor Stacie Medaries for more information at 362-5033.

**Delta Science Club (Sci Quest)** provides students with exposure to the diversity of science disciplines. Camaraderie among members is enhanced through a variety of field trips, activities, and guest speakers. Contact faculty advisor, Tiffany Green for more information at 342-3718.

**The Technology Engineering and Modeling Club (TEAM Delta)** provides student with opportunities to experience a variety of new technological, engineering, and modeling disciplines. Contact faculty advisor Don Munsey for more information at 362-5020.

### **Student Photo ID Cards**

All Delta students are required to have a valid Photo ID Card. The Photo IDs can be obtained during registration after tuition and fees are paid. Throughout the semester, students can come by the Student Services Office, room C148 during the scheduled times posted to obtain a Photo ID.

- Delta Photo ID cards allow students to have access to the ULM Library, Activity Center, Natatorium, Intramural activities, theatre productions, athletic events, and the Health Center.
- Replacement Photo IDs cost \$5.00. Payment must be made at the Delta Student Billing Office. This receipt must be presented to the Office of Student Services to obtain the replacement ID.

### **Vehicle Registration**

Parking for all Delta students is restricted to the areas identified on the ULM campus grounds for student commuter parking. Students parking in other areas than those identified for commuter student parking can expect to be ticketed and/or towed.

- Full-time and part-time Delta students who use a vehicle on campus must pay \$50 for one year (fall-spring-summer) or \$30 for one semester. Students attending the summer only must pay \$15 for a ULM parking decal.
- Students must take the Delta tuition receipt to the ULM cashier's office and pay for the decal. Then take the ULM paid receipt and a copy of the Vehicle Registration Certificate to the ULM Police Department to receive the ULM parking decal.
- The parking decal must be displayed on the outside of the lower left portion of the rear window of the vehicle.
- Faculty and Staff parking zones are marked with appropriate signs. Where possible, the street curbing of faculty and staff parking areas are painted red.
- Yellow painted curbs – no parking permitted
- Green painted curbs – limited to time indicated by parking signs

### **Firstcall**

Firstcall is a notification system that sends messages when there is a potential emergency at Delta. You can choose to receive text messages to your cell phone, voicemail to any phone, and email to any address.

- To sign up, go to <https://alertregistration.com/ldcc>. It takes just a couple of minutes.
- We will notify you if there is a weather-related threat or other natural disaster, a bomb threat, a potentially violent situation, a fire, an extended power outage, or any other emergency that might affect your safety. Firstcall can deliver more than 30,000 voice messages and 200,000 text messages in less than 10 minutes.
- Except for occasional tests of the system, Delta will only send you text messages when there is an emergency.

For further information, please visit our website.

## **FEDERAL FINANCIAL AID, SCHOLARSHIPS, AND WAIVERS**

So that you can determine the best way to finance your college education, this section will review the following topics:

- Tuition and Fees
- Financial Aid
- Financial Aid Eligibility
- Satisfactory Academic Progress (SAP)
- How to Apply for Financial Assistance
- Types of Assistance

- Other Payment Options

### **Tuition and Fees**

Currently, tuition at LDCC is approximately \$70 per credit hour, which makes it a very affordable choice. The cost of tuition is determined by the total number of credit hours for which you register, while fees are based upon the services provided. Examples of fees include activity fees, laboratory fees, and parking fees. In order for you to be registered, you must pay the total cost of both tuition and fees.

### **Financial Aid**

LDCC is dedicated to the philosophy that no student who desires a college education should be denied the opportunity because of a lack of funds. Therefore, LDCC seeks to assist you in financing the costs associated with your education through federal, state, local, and institutional programs. To the extent possible, students are aided in meeting their educational expenses through the various forms of financial assistance programs available, including scholarships, federal grants and state waivers.

### **Financial Aid Eligibility**

To qualify for Title IV Federal Financial Assistance, you must meet specific requirements. In general, the elements of eligibility require that you:

- Be a high school graduate, have a GED certificate, or pass an ability-to-benefit test with minimum required test scores.
- Be admitted to LDCC as a regular degree-seeking student.
- Be a U.S. citizen, U.S. national, or U.S. permanent resident or reside in the United States for other than a temporary purpose (supportive documentation may be required to verify residency or citizenship status).
- Be registered with Selective Service (if required).
- Are enrolled in an eligible/approved degree program.
- Are making satisfactory academic progress.
- Do not owe a repayment on Federal Pell Grant, FSEOG, or state grant.
- May not be in default on any student loan (if in default, satisfactory repayment arrangements must have been made).
- Meet federal regulations regarding any drug convictions.
- Have financial need as defined by the federal government methodology.
- Have not borrowed in excess of loan limits.

### **Satisfactory Academic Progress (SAP)**

Once you have received financial aid, you need to make sure that you maintain progress towards achieving your degree. Federal guidelines require that financial aid recipients maintain Satisfactory Academic Progress (SAP) in order to remain eligible for Federal financial aid programs such as Pell Grant, Work Study, and student loans.

LDCC will review your academic progress annually to determine your continued eligibility. SAP varies by award type, so it is important that you know the requirements for your specific financial assistance program. There are three components to the SAP requirement:

Maintain a minimum cumulative grade point average (GPA). You will not be reviewed for SAP until 15 hours of coursework has been attempted. Students will not be making SAP when the cumulative grade point average (GPA) falls below the following:

**Hours Attempted**

**Minimum Cumulative GPA Required**

16-29	1.75
30-92	2.0

- You must also demonstrate a progression by earning 67% of all courses attempted. The Office of Financial Aid monitors progress and will cancel all financial aid once you have earned 61 semester credits or have completed less than 67% of attempted work.
- Complete your degree or certificate program in no more than 150% of the average length of the program. Maintain a minimum completion rate for attempted credit hours. Delta offers two-year degrees that require approximately 61 credit hours to graduate. Applying the 150% rule, the maximum credit hours that you can attempt at Delta and receive federal financial aid is 92 semester credits (61 x 150% = 92). Sixty-one semester credit hours is the maximum number of hours you can earn based on your degree program. Once you earn 61 semester credits, you are considered to have earned the equivalent of an Associate Degree.

**Failure to comply with any one requirement may result in a loss of aid eligibility.**

### **How to Apply for Federal Financial Assistance**

Financial aid programs vary by type, source, eligibility criteria, and application procedures. Regardless of the type of assistance that you are seeking, you must be admitted to LDCC and have completed the Free Application for Federal Student Aid (FAFSA).

The FAFSA is used to determine eligibility for federal assistance programs. When completing the FAFSA, you will need to know **LDCC's Title IV school code number—041301**. The FAFSA is usually available by January for the following academic year. Many types of financial assistance are limited, so make sure to apply early.

**Types of Assistance** - The following types of financial assistance are available at LDCC:

### **Federal Pell Grant**

The Pell Grant is a need-based award that is available for the fall, spring, and summer (if available) semesters. Pell Grants, which are applied to your tuition costs, vary from \$400 per year up to the federally legislated maximum amount. **The amount of Pell paid is based on the hours of enrollment after Delta's add/drop period. Students who withdraw from all classes before 60% of the semester has expired may have to repay Pell grant funds.**

### **Academic Competitive Grants (ACG)**

The ACG program is limited to first- and second-year students who have completed a rigorous high school curriculum. Students who are eligible for TOPS or who meet the Board of Regents Core course curriculum meet this requirement. Second-year students must have a cumulative GPA of 3.0 for their first academic year. You must also be enrolled full-time, and be eligible to receive the Pell Grant.

### **Tuition and Fee Waivers**

Tuition and fee waivers allow students to attend college at no or reduced cost. Tuition costs, and sometimes fees, are "waived" under certain criteria. LDCC recognizes tuition and fee waivers if you fall into one or more of the following categories:

- Louisiana National Guard (Tuition Only)
- LDCC Student Government Association (Tuition and Fees)
- Cross-Enrolled Students (Some Fees)

- LCTCS Employee waiver (up to 6 credit hours of tuition per semester)  
Make sure to inform the Office of Financial Aid if you think that you may be eligible for a tuition and fee waiver.

### **LDCC Foundation Scholarships**

These scholarships that are sponsored by private donors are available to eligible students. The Foundation Scholarship Committee awards these scholarships for the fall and spring semesters. The award amounts vary and are determined by your enrollment status.

### **Louisiana Pathways Scholarship**

Students seeking an Associate of Science degree in Care and Development of Young Children can apply for the Louisiana Pathways Scholarship. The statewide scholarship program is open to individuals working or wanting to work with Louisiana children from birth through 8 years old. Enrollment and active participation in the Louisiana Pathways Child Care Career Development System is required to receive a scholarship. This scholarship will assist students with the cost of tuition; however, students are still responsible for all required fees, books, and supplies

For more information contact LA Pathways at 318-677-3167 or 1-800-245-8925 or <http://pathways.louisiana.gov/>.

### **Private Scholarships**

Many resources exist to help you find private scholarships to fund your education. Check with your high school counselor, the public library, the Office of Financial Aid, and the following websites to get more information on scholarship opportunities:

- <http://www.collegenet.com/mach25/app>
- <http://www.fastweb.com>
- <http://www.finaid.org>
- <http://www.mapping-your-future.org>

### **Other Payment Options—FACTS**

FACTS is a tuition management service that allows you and your family to manage your tuition costs through a deferred payment plan. By signing up for FACTS and using LDCC’s convenient eCashier system, you now have a way to make regular payments and avoid the hassle of writing checks and mailing payments. Contact the Accounting Office at 342-3748 for more information.

### **Contact Information Student Services and Financial Aid:**

Dean of Student Services	Alvina Thomas	342-3745
Administrative Assistant	Raquel Elder	342-3744
<b>Career Placement</b>		
Director Career Placement and Student Services	Kay Harper-Hayes	342-3769
<b>Student Counseling and Disability Services</b>		
Director	Dr. Ruth Osborne	342-3707
<b>Financial Aid Office</b>		

Assistant Director	Kimberly Bruce	342-3734
Senior Financial Aid Advisor (Advises alphabets A-L)	Sharron Robinson	342-3791
Financial Aid Advisor (Advises alphabets M-Z)	Crystal Gaines	342-3790

# First Call Questions and Answers

## **What is Firstcall?**

Firstcall is a notification system that sends instant messages when there is a potential emergency at Delta.

## **How do I sign up?**

It's easy. Go to <https://alertregistration.com/ldcc> to register for the service. It takes just a minute or two at the most.

## **How will I receive the messages?**

By text message to your cell phone, voicemail to any phone, and/or email to your Delta address.

## **How quickly will I receive messages?**

Firstcall maintains over 1800 dedicated phone lines throughout three locations nationwide. Using a 30-second message, the Firstcall system can deliver more than 30,000 voice messages and 200,000 text messages in less than 10 minutes.

## **What types of emergency messages will I receive?**

We will notify you if there is a weather-related threat or other natural disaster, a bomb threat, a potentially violent situation, a fire, an extended power outage, or any other emergency that might affect your safety.

## **What happens if there is an emergency and Firstcall is down?**

Firstcall maintains emergency back-up systems to ensure uninterrupted operations during emergencies and power outages.

## **Will there be a test of the notification system?**

Yes, Delta will test the system once it is set up, and on a regular basis after that.

## **Will I receive non-emergency messages, general campus information, or spam through Firstcall?**

No, except for periodic tests of the system, it will only be used in an emergency.

## **Will I be charged for the text message?**

Standard text messaging charges may apply. Check with your provider.

## **Once I register, can I change my information?**

Yes, just return to the web page above, enter your username and password, and change whatever information you need to.

## **What are primary and secondary numbers?**

They are the first and second numbers you would like messages sent to.

## **I'm already signed up for Firstcall as a ULM student? Why should I sign up as a Delta student too?**

Because ULM may not notify you if there is an emergency in Coenen Hall, Eastgate, or the PTEC lab.

## **How do I remove myself from the system when I am no longer a Delta student?**

Notify Delta and we will remove your contact information. We will also purge information for those who are no longer students on a regular basis.

# Library/Learning Resource Center

Delta's Library/LRC is housed in Room 150 of Coenen Hall. Students will find resources and services to help develop and improve the academic skills necessary to become a successful student. Delta students have full access to the ULM library as well as the Delta facility where computers, a networked printer, reference books and print serials are located.

Some of the learning resources available in the Library/LRC include:

- Student Workshops
- Tutoring and Tutorial Software
- Assistance with reference, Blackboard\* and e-mail questions
- Career Services

## Fall hours for the ULM Library LRC

Mon-Thur 7:30 am-12:00am  
7:00pm

Friday 7:30am- 1:00pm  
4:00pm

Saturday closed

Sunday 2:00pm-12:00am

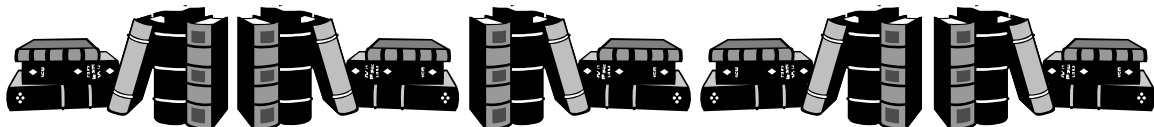
## Fall hours for Delta

Mon-Thur 7:30am-

Friday 7:30am-

Saturday closed

Sunday closed



# Center for Learning and Student Success

The Center for Learning and Student Success, which is located in the Library/LRC, offers equipment, media, and other items you may use to help prepare you for your classes.

These resources are available for you to use in the Library/LRC:

- Laptops
- Calculators
- Microscopes
- Prepared Slides
- Science Models
- Science Reliefs

- Videos, CDs, DVDs  
and headphones

**\*What's Blackboard?**

Blackboard is an e-learning tool you will be utilizing for each of your classes. It is accessible in the Library/LRC or any computer through the link on Delta's homepage. Your instructor, e-learning coordinator, or library staff member will be available to help you in obtaining your login and password.

**Student Email**

The official means of communication with Delta student is through the student email system. An account will automatically be created for you once you register. Contact a Library/LRC staff member to receive your user ID and password. Upon logging in, update your password immediately. It is your responsibility to check your email on a regular basis to access important emails from Delta.