Have you heard? California community college students will no longer be able to take the same course more than three times under a new policy approved at the state level. Previously, a student was able to take a course three, four, or even five times. Now, the number of times a student can repeat a course is three times if you receive a D, F or NP (No Pass) grade.

Beginning Summer 2012, this policy will take effect. Also, if you have a W (Withdraw) on your record for a course, that will count as ONE of your three attempts. Keep these new changes in mind. Take advantage of study groups, tutoring and extra study time. It is also important to know that the county GAIN office will not pay for your textbooks for any repeat courses. Do your best to stay engaged in your studies to ensure you pass all of your classes!

~Daniela McCarson
As a CalWORKs student it is important that you meet certain requirements in order to remain in compliance.

The following are recommendations to help you complete your weekly 32-35 hour participation requirements during the summer:

1. Enroll into a summer classes. For every hour you spend in class, the county will support you with two hours of study time. For example, if you are in class 4 hours a day, the county will give you 8 hours of study time. If the class meets four times a week, you are earning 32 hours participation credit.

2. Obtain a job on or off campus! Student Employment can help you identify potential opportunities. The Job Placement Center can help you develop and/or improve your resume and cover letter to help you stand out over other potential candidates.

3. Participate in job search activities and volunteer opportunities in your community to ensure that you fulfill your participation requirements.

During the spring term, Norco’s CalWORKs Program implemented a new requirement by which active students were required to participate in one mandatory self-development workshop. CalWORKs specific workshops were offered in the following areas:

- How to Study and Make it Count: review of effective study strategies and time management skills
- Resumes & Cover Letters: How to Get Noticed: discussion of the most common Do’s and Don’ts of resume and cover letter writing
- Interviews: How to Make a Good Impression: an overview of interviewing skills and strategies

Multiple workshops were facilitated by Shelli Wynants, a full-time Lecturer in the Department of Child and Adolescent Studies from CSU Fullerton. During the spring term, Shelli served as an intern within the Student Services division at Norco in order to learn more about the dynamics at a community college. Shelli spent time shadowing the Financial Aid Counselor, facilitated workshops for the CalWORKs program and participated in the monthly Student Services meetings. Although students were only required to attend one workshop during the semester, many of them chose to attend multiple workshops facilitated by Shelli. Students found her workshops very engaging and practical.

Shelli has volunteered to return to Norco during the fall term to not only offer this workshop series, but several new topics based on students interests.

As a counselor, my experience working with Norco’s CalWORKs students has been very positive. The students I’ve met with are very motivated in achieving their goals as they develop and navigate through their educational plans. All of the counselors at Norco appreciate their concerted effort to meet with a counselor regularly to create or update their ed plans. We encourage students to utilize the college website to schedule their next appointment.

www.norcocollege.edu/services/counseling

Don’t Forget!!!!!!
Apply for or renew your Financial Aid (FAFSA) and BOGW for 2012-2013.

Successful Spring 2012 Self-Development Workshops

Interviewing Tips:
Plan ahead and do your homework. Research the company and the position if possible. Review your work experience and be ready to support your past accomplishments with specific information targeted towards the company’s needs. Have your facts ready and rehearse before the big day!

~Shelli Wynants
Tips for Working Effectively with DPSS

Many of the problems students have with their CalWORKs and CalFRESH comes down to a simple matter of making sure that documents are turned in and appointments are kept.

**Below are some tips for working with DPSS that may help you avoid the more common problems and keep you from having to wait in line at the DPSS office.**
- Open all the mail you receive from DPSS. If DPSS needs to schedule an appointment with you or something about your case is changing, they will send a letter.
- Missing documents are a big problem. There are many challenges for both the student and the DPSS worker to get documents into the correct case in a timely manner. As a student one of the most helpful things you can do is make sure your case number and name is on everything you send to DPSS. Many documents, like your quarterly report are preprinted with this information but some aren’t.
- DPSS never wants you to miss work or school to attend an appointment, but they do need to meet with you from time to time. If you are sent an appointment time and it conflicts with a job or school attendance, call the worker right away to reschedule. If you miss an appointment or are more than 15 minutes late you will need to reschedule.
- Many students have mentioned how difficult it is to get their worker on the phone. There is no best time to call your worker since schedules vary but these tips may help. 1. Use the worker’s direct phone number. 2. When you first met with your worker he or she should give you their phone number. The worker’s phone number will also be on any notice you receive. If you get voicemail, listen to the phone message. If the worker is out of the office, they will leave instructions on an alternate person to call. 3. If you don’t hear back from your worker after one day, you can call the main office phone number and request to speak to the supervisor. Remember, DPSS offices are closed Friday, Saturday and Sunday.

You can get information about your case through the Interactive Voice Response system by calling 1-877-410-8827. The 24-hour automated system is designed to provide you with information regarding QR 7 status, benefit amounts, requesting forms, office hours and locations, case status and activity, and case contact information.

These tips should help you in your dealings with DPSS and get you on your way to your chosen educational and career path.

“It does not matter how slowly you can go so far as you don’t stop.” ~Confucius

CalWORKs at Norco College: Two Year’s and Counting...

We are at the end of our second year in existence at Norco College. We have come a long way in two years. We started our program during the summer of 2010 serving 34 students during the first term and now are serving close to 150 active program participants through support with textbooks, job placement, advocacy with the county, monthly attendance and quarterly reports, self-development workshops, school supplies, gas cards, counseling and so much more!

Program Updates and Reminders

**Monthly Attendance Reports:**
During the first week of each month, please come in to pick up your monthly attendance report. We will have this document ready for you unless you are being served by a county other than Riverside. If you require a monthly attendance report and are being served by Orange, LA, or San Bernardino county, please bring in your county document during the last few days of the month for processing. Remember that this form will be due to your GAIN worker before the 10th of the next month.

**Check Your Email Regularly:**
Our office sends out emails on a regular basis in order to notify students of upcoming dates/deadlines, program requirements, reminders, etc. Please ensure to activate your college email account to ensure you are receiving all of our notifications. You are also welcome to send us an email with questions at the following addresses: norcocalworks@norcocolege.edu  Daniela.mccarson@norcocolege.edu Gabriela.lemus@norcocolege.edu

**Student Educational Plans:**
We are asking that program participants update their student educational plan each year in order to ensure that you are enrolling in the right classes leading to your academic goal. Please provide our office with a copy of your updated educational plan. To schedule an appointment go online to the counseling webpage or call (951) 372-7101.

**Notice of Action/W2W Plan:**
Each term, our office requires that active students in the program provide us with a current Notice of Action (NOA) verifying that you are receiving cash aid and a Welfare to Work (W2W) plan which indicates that attending RCCD is an approved activity with the county. We also have a department verification form that you can pick up to have your GAIN worker complete on your behalf at the beginning of each term if you do not have a current NOA/W2W plan.
Congratulations Norco CalWORKs Grads, Transfer and Certificate Recipients...

Degree Recipients

Meymuna Ahmed,
- AA PE Health & Wellness Studies
- AS Math & Science

Jennifer Alice,
- AA Administration & Information Systems

Kortney Green,
- AA Administration & Information Systems

Kristin Johnson,
- AA Social & Behavioral Studies

Giselle Martin,
- AA Social & Behavioral Studies

Karen Mauney,
- AA Social & Behavioral Studies
- AS Math & Science

Erika-Lee Nelson,
- AA Social & Behavioral Studies

Perla Roman,
- AA Social & Behavioral Studies

Shaunna Sutter,
- AA Social & Behavioral Studies

Autumn Clifford,
- AS Early Childhood Education

Jaelynn Vunileva,
- AS Math & Science

Certificate Recipients

Autumn Clifford,
- Early Childhood Education
- Assistant Teacher
- Twelve Core Units

Wendy Delgado,
- Early Childhood Education
- Twelve Core Units

Faten Elkedawy,
- Early Childhood Education
- Twelve Core Units

Leslie Pham,
- Early Childhood Education
- Assistant Teacher
- Twelve Core Units

Jillian Sossaman,
- Early Childhood Education
- Twelve Core Units

Adrianna West,
- Early Childhood Education
- Twelve Core Units

Increase in Parking Fees

Starting fall 2012, parking fees are changing. For fall and spring semesters, the price is increasing by $10 and now there will be a charge for the winter intersession whereas there wasn’t a cost before.

The changes are as follows:

Automobile
Fall and Spring Semesters $50
Intersession (Summer and Winter) $25

Ensure to obtain your parking permit as soon as possible to avoid a $45 citation for not having a permit displayed.

Riverside County CalWORKs Liaison at Norco College

During the spring semester, we have been very fortunate to have been assigned a county liaison to work directly with our college students. Her name is Vicki Janis. She spends 4 hours in our office once per month to meet with students who have questions, need advice, referrals or resources. Vicki has been very helpful in helping our student’s resolve problems with their cases, avoid sanctions, and get into contact with the right persons at the county. We look forward to our continued partnership to serve students in meeting program requirements and achieving their goals.

Vicki Janis, Program Specialist
Riverside County DPSS
(951) 358-3884

CalWORKs Staff Contact Information:

Daniela McCarson,
Assistant Dean, CalWORKs & Special Funded Programs
(951) 372-7160 daniela.mccarson@norcocollege.edu

Gabriela Lemus, CalWORKs Administrative Assistant
(951) 372-7052 gabiela.lemus@norcocollege.edu

Department Email Address:
norcocalworks@norcocollege.edu

Department Fax Number:
(951) 739-7857

CalWORKs Summer 2012
Office Hours:
Monday: 8-4 pm
Tuesday: 8-4 pm
Wednesday: 8-4 pm
Thursday: 8-4 pm
Friday-Sunday: Closed