



SPRING 2020

Registration Guide

Includes 2019 Wintermester Schedule - page 2
www.laredo.edu



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Fort McIntosh

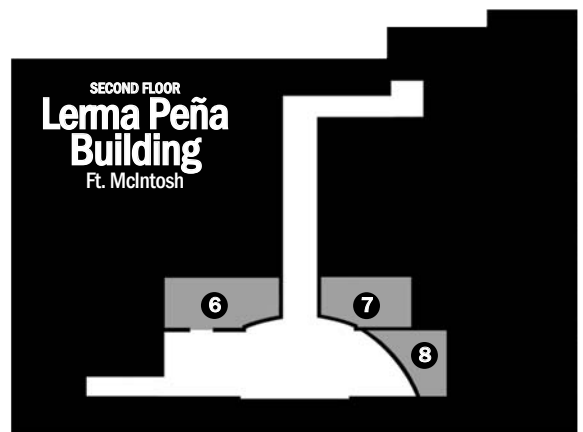
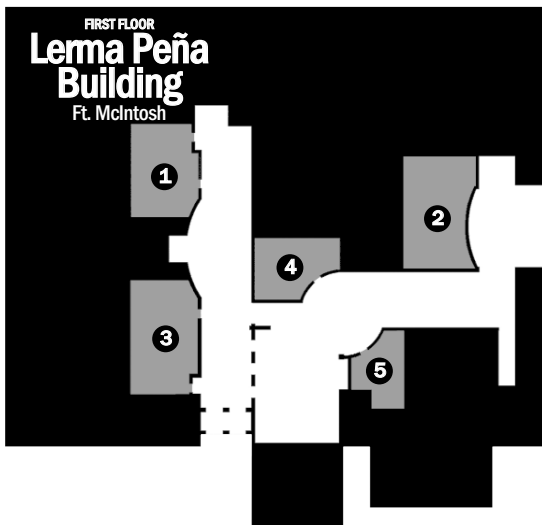
STUDENT SERVICES OFFICES (see locator map below) Lerma-Peña Building

| | | |
|---|------------|----------|
| 1 Office of the Registrar and Admissions | Rm. 116 | 721-5109 |
| 1 International Students Services | Rm. 116 | |
| 2 Financial Aid Center | Rm. 143 | 721-5361 |
| 3 Bursar | Rm. 101 | 721-5112 |
| 4 Dual Enrollment & Recruitment Center | Rm. 160 | 794-4113 |
| 5 Veterans Affairs Center | Rm. 131 | 764-5768 |
| 6 Student Success Center | Rm. 201 | 721-5135 |
| 7 Assessment Center | Rm. 227 | 721-5418 |
| 8 Counseling Center | Rm. 250 | 764-5748 |
| Special Services Center | KSC 132 | 721-5137 |
| Bookstore | Behind KSC | 721-5250 |
| Continuing Education | EG 102 | 721-5374 |

South Campus

STUDENT SERVICES OFFICES Billy Hall Student Center

| | | |
|--|---------|----------|
| Office of the Registrar and Admissions | Rm. 109 | 794-4110 |
| International Students Services | Rm. 109 | 794-4110 |
| Bursar | Rm. 117 | 794-4212 |
| Student Success Center | Rm. 131 | 794-4135 |
| Financial Aid Center | Rm. 109 | 794-4361 |
| Assessment Center | Rm. 245 | 794-4418 |
| Bookstore (Zaffirini Library) | Rm. 217 | 794-4035 |
| Veterans Affairs Center | Rm. 109 | 794-4365 |





Wintermester 2019

▶ **Advising Begins** October 28

- For Certificate and/or Associate of Applied Science programs
At workforce departments by appointment (See page 6 for locations)
- For Associate of Arts or Science programs
At Student Success Center on walk-in basis only
Fort McIntosh and South Campuses
Monday - Thursday • 8 am to 6 pm
Friday • 8 am to 12 pm

▶ **Registration Opens** November 11

- In person at the Office of the Registrar & Admissions or via PASPort
Fort McIntosh and South Campuses
Monday - Thursday • 8 am to 6 pm
Friday • 8 am to 12 pm

▶ **Payment Deadline** December 12

- For those registered November 11 - December 12
(In person before 6 pm OR via PASPort before 9 pm)

- For those registered December 13 December 13
(In person before 12 pm OR via PASPort before 9 pm)

▶ **Important Dates**

| | |
|--|-------------|
| First Class Day | December 16 |
| 2nd Class Day (Official Reporting Day) | December 17 |
| Last Day to Drop with a 'W' | December 27 |
| Last Class Day | January 2 |
| Final Exams | January 3 |



Spring 2020

Advising Begins

October 28

- For Certificate and/or Associate of Applied Science programs
At workforce departments by appointment (See page 6 for locations)
- For Associate of Arts or Science programs
At Student Success Center on walk-in basis only
Fort McIntosh and South Campuses
Monday - Thursday • 8 am to 6 pm
Friday • 8 am to 12 pm

Registration Opens

November 11

- In person at the Office of the Registrar & Admissions or via PASPort
Fort McIntosh and South Campuses
Monday - Thursday • 8 am to 6 pm
Friday • 8 am to 12 pm

Late Registration (\$10 Late Fee Applies)

January 7-10

- In person at the Office of the Registrar & Admissions or via PASPort
Fort McIntosh and South Campuses
Tuesday - Friday • 8 am to 6 pm

Payment Deadline

December 12

- For those registered November 11 - December 12
(In person before 6 pm OR via PASPort before 9 pm)
- For those registered December 13 - January 10
(In person before 6 pm OR via PASPort before 9 pm)

January 10

Important Dates

| | |
|--|-------------|
| LC Convocation for Employees (Campuses Closed) | January 6 |
| First Day for LC Bookstore Purchases | January 7 |
| First Class Day | January 13 |
| Martin Luther King Day (LC Campuses Closed) | January 20 |
| 12th Class Day (Official Reporting Day) | January 29 |
| Graduation Application Deadline | March 6 |
| Mid-Semester | March 4 |
| Spring Break | March 16-21 |
| Last Day to Drop with a 'W' | April 9 |
| Last Class Day | May 2 |
| Final Exams | May 4-9 |
| Graduation Ceremony | May 9 |



Registration Process

► Step 1. Apply for general admission.

Complete an admission application online at www.laredo.edu/apply or in person at the Office of the Registrar and Admissions at either LC campus.

► Step 2. Apply for financial aid.

Eligible citizens, submit the online FAFSA at www.fafsa.ed.gov beginning Oct. 1st of every year and follow-up with the Financial Aid Center at either LC campus to complete your student aid file. See page 5 for explanation of application process.

Non-citizens, complete the TASFA at the Financial Aid Center at either LC campus. See page 5 for explanation of application process.

► Step 3. Meet with an academic advisor.

Visit with an advisor to discuss testing requirements, programs of study, degree plans, course recommendations, and registration holds. See page 6 for advising locations by program/department.

► Step 4. Clear registration holds.

Visit the appropriate office(s) to discuss ways to clear hold(s). See page 7 for details on registration holds.

► Step 5. Register for classes.

Log on to your PASPort student account and register for the courses your advisor recommended.

See page 7 for online registration instructions.

► Step 6. Pay for classes.

Use the payment option available to you. Make sure your tuition and fees are paid by or before payment deadline. Your registration is not official until payment has been received.

See page 9 for payment options.



Financial Aid Process

Eligible citizens complete the following steps:

Step 1

Go to www.fafsa.ed.gov or download myStudentAid app in the Apple App Store (iOS) or Google Play (Android). First time applicants, go to Step 2. All other applicants, go to Step 3.

Step 2

Create student and parent FSA IDs. (Student and parent cannot share the same FSA ID)

Step 3

Complete and submit FAFSA.

Step 4

Follow-up with the Financial Aid Center at either LC campus approximately 2-3 weeks after submitting FAFSA.

Step 5

Comply with all instructions and requests to complete your student aid file so that you can receive your award. If selected for verification, go to Step 6. If not selected for verification, go to Step 7.

Step 6

Complete verification steps:

- Log in to your Pasport student account
- Select My Finances under the Student tab
- Select Start Student Verification
- Create an account
- Upload all required documents

Step 7

Log on to PASPort and review your award within 2-3 weeks of submitting all required documentation.

Non-citizens complete the following steps:

Step 1

Visit www.laredo.edu/financialaid or <http://www.collegeforalltexas.com> to complete current TASFA application.

Step 2

Submit complete application to the Financial Aid Center at either LC campus.

Step 3

Follow-up with the Financial Aid Center approximately 2-4 weeks after submitting your application.

** State Financial Aid (TASFA) are limited funds that are available to eligible students on a first-come, first-served basis.*



Advising Locations

Students pursuing an Associate of Arts or Associate of Science Degree

| DEPARTMENT | CAMPUS | BUILDING/OFFICE | TELEPHONE |
|--|------------------------|---|----------------------|
| Student Success Center Student Success Center | Fort McIntosh South | Lerma-Pena Building, 201 Billy Hall Student Center, A131 | 721-5135 794-4135 |

Students pursuing an Associate of Arts in Music or Art

| DEPARTMENT | CAMPUS | BUILDING/OFFICE | TELEPHONE |
|-----------------------------|---------------|-------------------------------|-----------|
| Visual Arts/Performing Arts | Fort McIntosh | Visual & Performing Arts, 128 | 721-5224 |

Students pursuing an Associate of Arts or Associate of Science in Kinesiology

| DEPARTMENT | CAMPUS | BUILDING/OFFICE | TELEPHONE |
|-------------|---------------|-----------------------------------|-----------|
| Kinesiology | Fort McIntosh | Lewis Energy Academic Center, 125 | 721-5858 |

Students pursuing a Certificate or Associate of Applied Science Degree

| PROGRAM | DEPARTMENT | CAMPUS | BUILDING/OFFICE | TELEPHONE |
|---|------------------------------|--------------------------------|--|----------------------------------|
| • Emergency Medical Services • Medical Assistant • Occupational Therapy Assistant • Physical Therapist Assistant • Radiologic Technology | Allied Health | Fort McIntosh | Ruben M. Garcia Allied Health Center, 109 | 721-5262 721-5261 |
| • Nursing A.D.N. • Nursing A.D.N.- RN to B.S.N. | Nursing Nursing | Fort McIntosh Fort McIntosh | Lopez Nursing Building, 128 Lopez Nursing Building, 128 | 721-5252 721-5252 |
| • Vocational Nursing | Nursing | Fort McIntosh | Lopez Nursing Building, 124 | 721-5255 |
| • Applied Accounting • Logistics/Distribution Management • Management | Business | Fort McIntosh | Lewis Energy Academic Center, 201 | 721-5355 |
| • Child Development | Child Development | South | Academic and Advanced Technology Center, 109 | 794-4389 |
| • Computer Drafting and Design Technology • Computer Information Systems (Network/Cyber Security; Mobile Apps-Media and Web Development; Personal Computer Software) • Computer Science | Computer Technology | Fort McIntosh | D.D. Hachar Building, 139 | 721-5317 |
| • Computer Electronics (Computer Technology; Telecommunications; Networking Technology; Biomedical Electronics) | Computer Technology | South | Academic and Advanced Technology Center, 205 | 794-4146 |
| • Culinary Arts | Culinary Arts | South | Academic and Advanced Technology Center, 109 | 794-4389 |
| • Electrical Technology • Heating, Air Conditioning, and Refrigeration • Welding | Industrial Technology | Fort McIntosh | Moore Vocational Bldg, 106 | 721-5172 |
| • Criminal Justice • Police Academy | Protective Services | South | Protective Services Center, 132 | 794-4710 |
| • Automotive Technology • Automotive-Collision Repair Technology • Diesel Engine Mechanics and Repair | Transportation Technology | South | Raquel Gonzalez Automotive Technology Center, 148 | 794-4071 |
| • Cosmetology | Cosmetology | Fort McIntosh | Visual and Performing Arts, 120 A | 764-4992 764-5775 |



Holds/Online Registration

The holds listed below will prevent registration. Check your PASPort account to verify if any of these holds have been placed on your record. If so, visit the appropriate office to clear each of your holds.

Holds

| TYPE | OFFICE | FT. MCINTOSH CAMPUS | SOUTH CAMPUS |
|----------------------------|--------------------------------------|------------------------------|-----------------------------------|
| Admissions | Office of the Registrar & Admissions | Lerma Peña Rm. 116 | Billy Hall Student Center Rm. 109 |
| Bursar | Bursar's Office | Lerma Peña Rm. 101 | Billy Hall Student Center Rm. 117 |
| Transcript | Office of the Registrar & Admissions | Lerma Peña Rm. 116 | Billy Hall Student Center Rm. 109 |
| Academic Suspension | Student Success Center | Lerma Peña Rm. 201 | Billy Hall Student Center Rm. 131 |
| Academic Probation | Student Success Center | Lerma Peña Rm. 201 | Billy Hall Student Center Rm. 131 |
| Academic Warning | Student Success Center | Lerma Peña Rm. 201 | Billy Hall Student Center Rm. 131 |
| Athletics | Athletics Department | Maravillo Gym Rm. 152 | N/A |
| Special Services Equipment | Special Services Center | Kazen Student Center Rm. 132 | Call 956-721-5137 |
| Health Services | Office of the Registrar & Admissions | Lerma Peña Rm. 116 | Billy Hall Student Center Rm. 109 |

Online Registration

1. Go to <http://PASPort.laredo.edu> and log on to your account. (re-enter login info if prompted to do so)
2. Click the **STUDENTS** tab and select the **ACADEMICS** option.
3. Go to the **REGISTRATION TOOLS** section and click the **ADD** or **DROP CLASSES** link.
4. Select a **TERM** and click the **SUBMIT** box.
5. Click the **CLASS SEARCH** box; then, click the **ADVANCED SEARCH** box.
6. Go to the **SUBJECT** box and select or highlight the course you need (e.g. English, Math).
7. Go to the **COURSE NUMBER** box and enter course number (e.g. 1301, 1314).
8. Go to the **CAMPUS** box and select or highlight campus where you want class (e.g. Dist. Ed., Fort McIntosh, South).
9. Click the **CLASS SEARCH** box at the bottom of screen.
10. Review the schedule that appears.
11. Click the open box () appearing on the left side of class you want so that you can make your selection.
12. Click the **REGISTER** box at the bottom of screen to enroll in course section.
13. Repeat steps 5-12 for every class you want to add to your schedule.



Tuition and Fees

Tuition and fees are calculated on the basis of a student's residency, semester hour load, special course fees, and special activities. All tuition and fees are subject to change by action of the Laredo College Board of Trustees. The column on the right details tuition and fees at the institution.

Other institutional charges may apply to some, not all, students. The following explains these charges.

Distance Education Fee

A \$20.00 charge per semester credit hour is applied to all online courses.

Differential Fee

A \$60.00 charge per semester credit hour is applied to all on-campus and online courses that a student repeats for a third time or more and to all developmental courses that a student takes after attempting 18 semester credit hours of developmental coursework.

Late Registration Fee

A \$10.00 fee is charged to a student who registers during the late registration period as designated by the institution.

Add/Drop Fee

A \$10.00 processing fee is applied to all add and/or drop course transactions made on or after the first class day of the semester.

Spring Semester 2020 IN-DISTRICT STUDENTS

| Hours | Tuition | General Use Fee | Activity Fee | Matriculation Fee | Accident Insurance Fee | Technology Fee | Instructional Support Fee | Student Service Fee | Parking/Street Maint. Fee | Total |
|-------|------------|-----------------|--------------|-------------------|------------------------|----------------|---------------------------|---------------------|---------------------------|------------|
| 1 | \$50.00 | \$50.00 | \$10.00 | \$15.00 | \$5.00 | \$10.00 | \$10.00 | \$60.00 | \$10.00 | \$220.00 |
| 2 | \$100.00 | \$100.00 | \$20.00 | \$15.00 | \$5.00 | \$20.00 | \$20.00 | \$60.00 | \$10.00 | \$350.00 |
| 3 | \$150.00 | \$150.00 | \$30.00 | \$15.00 | \$5.00 | \$30.00 | \$30.00 | \$60.00 | \$10.00 | \$480.00 |
| 4 | \$200.00 | \$200.00 | \$40.00 | \$15.00 | \$5.00 | \$40.00 | \$40.00 | \$60.00 | \$10.00 | \$610.00 |
| 5 | \$250.00 | \$250.00 | \$50.00 | \$15.00 | \$5.00 | \$50.00 | \$50.00 | \$60.00 | \$10.00 | \$740.00 |
| 6 | \$300.00 | \$300.00 | \$60.00 | \$15.00 | \$5.00 | \$60.00 | \$60.00 | \$60.00 | \$10.00 | \$870.00 |
| 7 | \$350.00 | \$350.00 | \$70.00 | \$15.00 | \$5.00 | \$70.00 | \$70.00 | \$60.00 | \$10.00 | \$1,000.00 |
| 8 | \$400.00 | \$400.00 | \$80.00 | \$15.00 | \$5.00 | \$80.00 | \$80.00 | \$60.00 | \$10.00 | \$1,130.00 |
| 9 | \$450.00 | \$450.00 | \$90.00 | \$15.00 | \$5.00 | \$90.00 | \$90.00 | \$60.00 | \$10.00 | \$1,260.00 |
| 10 | \$500.00 | \$500.00 | \$100.00 | \$15.00 | \$5.00 | \$100.00 | \$100.00 | \$60.00 | \$10.00 | \$1,390.00 |
| 11 | \$550.00 | \$550.00 | \$110.00 | \$15.00 | \$5.00 | \$110.00 | \$110.00 | \$60.00 | \$10.00 | \$1,520.00 |
| 12 | \$600.00 | \$600.00 | \$120.00 | \$15.00 | \$5.00 | \$120.00 | \$120.00 | \$60.00 | \$10.00 | \$1,650.00 |
| 13 | \$650.00 | \$650.00 | \$130.00 | \$15.00 | \$5.00 | \$130.00 | \$130.00 | \$60.00 | \$10.00 | \$1,780.00 |
| 14 | \$700.00 | \$700.00 | \$140.00 | \$15.00 | \$5.00 | \$140.00 | \$140.00 | \$60.00 | \$10.00 | \$1,910.00 |
| 15 | \$750.00 | \$750.00 | \$150.00 | \$15.00 | \$5.00 | \$150.00 | \$150.00 | \$60.00 | \$10.00 | \$2,040.00 |
| 16 | \$800.00 | \$800.00 | \$160.00 | \$15.00 | \$5.00 | \$160.00 | \$160.00 | \$60.00 | \$10.00 | \$2,170.00 |
| 17 | \$850.00 | \$850.00 | \$170.00 | \$15.00 | \$5.00 | \$170.00 | \$170.00 | \$60.00 | \$10.00 | \$2,300.00 |
| 18 | \$900.00 | \$900.00 | \$180.00 | \$15.00 | \$5.00 | \$180.00 | \$180.00 | \$60.00 | \$10.00 | \$2,430.00 |
| 19 | \$950.00 | \$950.00 | \$190.00 | \$15.00 | \$5.00 | \$190.00 | \$190.00 | \$60.00 | \$10.00 | \$2,560.00 |
| 20 | \$1,000.00 | \$1,000.00 | \$200.00 | \$15.00 | \$5.00 | \$200.00 | \$200.00 | \$60.00 | \$10.00 | \$2,690.00 |
| 21 | \$1,050.00 | \$1,050.00 | \$210.00 | \$15.00 | \$5.00 | \$210.00 | \$210.00 | \$60.00 | \$10.00 | \$2,820.00 |

Spring Semester 2020 OUT-OF-DISTRICT STUDENTS

| Hours | Tuition | General Use Fee | Activity Fee | Matriculation Fee | Accident Insurance Fee | Technology Fee | Instructional Support Fee | Student Service Fee | Parking/Street Maint. Fee | Total |
|-------|------------|-----------------|--------------|-------------------|------------------------|----------------|---------------------------|---------------------|---------------------------|------------|
| 1 | \$100.00 | \$50.00 | \$10.00 | \$15.00 | \$5.00 | \$10.00 | \$10.00 | \$60.00 | \$10.00 | \$270.00 |
| 2 | \$200.00 | \$100.00 | \$20.00 | \$15.00 | \$5.00 | \$20.00 | \$20.00 | \$60.00 | \$10.00 | \$450.00 |
| 3 | \$300.00 | \$150.00 | \$30.00 | \$15.00 | \$5.00 | \$30.00 | \$30.00 | \$60.00 | \$10.00 | \$630.00 |
| 4 | \$400.00 | \$200.00 | \$40.00 | \$15.00 | \$5.00 | \$40.00 | \$40.00 | \$60.00 | \$10.00 | \$810.00 |
| 5 | \$500.00 | \$250.00 | \$50.00 | \$15.00 | \$5.00 | \$50.00 | \$50.00 | \$60.00 | \$10.00 | \$990.00 |
| 6 | \$600.00 | \$300.00 | \$60.00 | \$15.00 | \$5.00 | \$60.00 | \$60.00 | \$60.00 | \$10.00 | \$1,170.00 |
| 7 | \$700.00 | \$350.00 | \$70.00 | \$15.00 | \$5.00 | \$70.00 | \$70.00 | \$60.00 | \$10.00 | \$1,350.00 |
| 8 | \$800.00 | \$400.00 | \$80.00 | \$15.00 | \$5.00 | \$80.00 | \$80.00 | \$60.00 | \$10.00 | \$1,530.00 |
| 9 | \$900.00 | \$450.00 | \$90.00 | \$15.00 | \$5.00 | \$90.00 | \$90.00 | \$60.00 | \$10.00 | \$1,710.00 |
| 10 | \$1,000.00 | \$500.00 | \$100.00 | \$15.00 | \$5.00 | \$100.00 | \$100.00 | \$60.00 | \$10.00 | \$1,890.00 |
| 11 | \$1,100.00 | \$550.00 | \$110.00 | \$15.00 | \$5.00 | \$110.00 | \$110.00 | \$60.00 | \$10.00 | \$2,070.00 |
| 12 | \$1,200.00 | \$600.00 | \$120.00 | \$15.00 | \$5.00 | \$120.00 | \$120.00 | \$60.00 | \$10.00 | \$2,250.00 |
| 13 | \$1,300.00 | \$650.00 | \$130.00 | \$15.00 | \$5.00 | \$130.00 | \$130.00 | \$60.00 | \$10.00 | \$2,430.00 |
| 14 | \$1,400.00 | \$700.00 | \$140.00 | \$15.00 | \$5.00 | \$140.00 | \$140.00 | \$60.00 | \$10.00 | \$2,610.00 |
| 15 | \$1,500.00 | \$750.00 | \$150.00 | \$15.00 | \$5.00 | \$150.00 | \$150.00 | \$60.00 | \$10.00 | \$2,790.00 |
| 16 | \$1,600.00 | \$800.00 | \$160.00 | \$15.00 | \$5.00 | \$160.00 | \$160.00 | \$60.00 | \$10.00 | \$2,970.00 |
| 17 | \$1,700.00 | \$850.00 | \$170.00 | \$15.00 | \$5.00 | \$170.00 | \$170.00 | \$60.00 | \$10.00 | \$3,150.00 |
| 18 | \$1,800.00 | \$900.00 | \$180.00 | \$15.00 | \$5.00 | \$180.00 | \$180.00 | \$60.00 | \$10.00 | \$3,330.00 |
| 19 | \$1,900.00 | \$950.00 | \$190.00 | \$15.00 | \$5.00 | \$190.00 | \$190.00 | \$60.00 | \$10.00 | \$3,510.00 |
| 20 | \$2,000.00 | \$1,000.00 | \$200.00 | \$15.00 | \$5.00 | \$200.00 | \$200.00 | \$60.00 | \$10.00 | \$3,690.00 |
| 21 | \$2,100.00 | \$1,050.00 | \$210.00 | \$15.00 | \$5.00 | \$210.00 | \$210.00 | \$60.00 | \$10.00 | \$3,870.00 |

Spring Semester 2020 OUT-OF-STATE AND FOREIGN STUDENTS

| Hours | Tuition | General Use Fee | Activity Fee | Matriculation Fee | Accident Insurance Fee | Technology Fee | Instructional Support Fee | Student Service Fee | Parking/Street Maint. Fee | Total |
|-------|------------|-----------------|--------------|-------------------|------------------------|----------------|---------------------------|---------------------|---------------------------|------------|
| 1 | \$200.00 | \$50.00 | \$10.00 | \$15.00 | \$5.00 | \$10.00 | \$10.00 | \$60.00 | \$10.00 | \$370.00 |
| 2 | \$304.00 | \$100.00 | \$20.00 | \$15.00 | \$5.00 | \$20.00 | \$20.00 | \$60.00 | \$10.00 | \$554.00 |
| 3 | \$456.00 | \$150.00 | \$30.00 | \$15.00 | \$5.00 | \$30.00 | \$30.00 | \$60.00 | \$10.00 | \$786.00 |
| 4 | \$608.00 | \$200.00 | \$40.00 | \$15.00 | \$5.00 | \$40.00 | \$40.00 | \$60.00 | \$10.00 | \$1,018.00 |
| 5 | \$760.00 | \$250.00 | \$50.00 | \$15.00 | \$5.00 | \$50.00 | \$50.00 | \$60.00 | \$10.00 | \$1,250.00 |
| 6 | \$912.00 | \$300.00 | \$60.00 | \$15.00 | \$5.00 | \$60.00 | \$60.00 | \$60.00 | \$10.00 | \$1,482.00 |
| 7 | \$1,064.00 | \$350.00 | \$70.00 | \$15.00 | \$5.00 | \$70.00 | \$70.00 | \$60.00 | \$10.00 | \$1,714.00 |
| 8 | \$1,216.00 | \$400.00 | \$80.00 | \$15.00 | \$5.00 | \$80.00 | \$80.00 | \$60.00 | \$10.00 | \$1,946.00 |
| 9 | \$1,368.00 | \$450.00 | \$90.00 | \$15.00 | \$5.00 | \$90.00 | \$90.00 | \$60.00 | \$10.00 | \$2,178.00 |
| 10 | \$1,520.00 | \$500.00 | \$100.00 | \$15.00 | \$5.00 | \$100.00 | \$100.00 | \$60.00 | \$10.00 | \$2,410.00 |
| 11 | \$1,672.00 | \$550.00 | \$110.00 | \$15.00 | \$5.00 | \$110.00 | \$110.00 | \$60.00 | \$10.00 | \$2,642.00 |
| 12 | \$1,824.00 | \$600.00 | \$120.00 | \$15.00 | \$5.00 | \$120.00 | \$120.00 | \$60.00 | \$10.00 | \$2,874.00 |
| 13 | \$1,976.00 | \$650.00 | \$130.00 | \$15.00 | \$5.00 | \$130.00 | \$130.00 | \$60.00 | \$10.00 | \$3,106.00 |
| 14 | \$2,128.00 | \$700.00 | \$140.00 | \$15.00 | \$5.00 | \$140.00 | \$140.00 | \$60.00 | \$10.00 | \$3,338.00 |
| 15 | \$2,280.00 | \$750.00 | \$150.00 | \$15.00 | \$5.00 | \$150.00 | \$150.00 | \$60.00 | \$10.00 | \$3,570.00 |
| 16 | \$2,432.00 | \$800.00 | \$160.00 | \$15.00 | \$5.00 | \$160.00 | \$160.00 | \$60.00 | \$10.00 | \$3,802.00 |
| 17 | \$2,584.00 | \$850.00 | \$170.00 | \$15.00 | \$5.00 | \$170.00 | \$170.00 | \$60.00 | \$10.00 | \$4,034.00 |
| 18 | \$2,736.00 | \$900.00 | \$180.00 | \$15.00 | \$5.00 | \$180.00 | \$180.00 | \$60.00 | \$10.00 | \$4,266.00 |
| 19 | \$2,888.00 | \$950.00 | \$190.00 | \$15.00 | \$5.00 | \$190.00 | \$190.00 | \$60.00 | \$10.00 | \$4,498.00 |
| 20 | \$3,040.00 | \$1,000.00 | \$200.00 | \$15.00 | \$5.00 | \$200.00 | \$200.00 | \$60.00 | \$10.00 | \$4,730.00 |
| 21 | \$3,192.00 | \$1,050.00 | \$210.00 | \$15.00 | \$5.00 | \$210.00 | \$210.00 | \$60.00 | \$10.00 | \$4,962.00 |



Payment Options/Refund Policy

Students are required to pay all tuition and fees in full by the payment deadline for the semester in which they enroll for classes. Students who fail to meet payment deadline are not considered registered for courses. The following details payment options available at the institution.

Payment with Financial Aid (Grants, Scholarships, Loans)

Visit the Financial Aid Center to inquire when your tuition will be paid after you have been awarded your financial aid package and/or scholarship. Once your award has been authorized, request your receipt at the Bursar's Office at either LC campus.

Payment in Full (Self Pay)

Visit the Bursar's Office at either LC campus and pay full tuition with cash, credit card, personal check, cashier check, or money order. You may also log on to your PASPort account and make full payment online using a credit card. Personal checks, cashier checks, and money orders should be made payable to Laredo College.

Temporary checks and third party checks will not be accepted. All returned checks will be assessed a \$15.00 fee.

Payment with Installment Plan (Self Pay)

Visit the Bursar's Office and request an installment plan. You may also log on to your PASPort account and create an installment plan by completing these steps: 1) click Student tab; 2) click Online Payment link; 3) click View Account Information/Make Payments option; 4) click Payment Plan tab; 5) follow instructions. A \$25 contract fee and 50% of your total tuition and fees is required in your first installment. (Plans are available fall and spring only.)

Payment with Veteran Benefits

Visit the Veterans Affairs Center to discuss and determine your payment eligibility.

Payment with Sponsorship

Provide sponsorship letter to the Bursar's Office at either LC campus by the 12th class day (census date) of the semester.

Payment Exemptions and Waivers

Go to www.collegeforalltexas.com for additional information on tuition and/or fee exemptions.

Refund Policy

A percentage of tuition and fees may be refunded to students who withdraw all or individual courses before the start of or during a semester. A \$ 15.00 matriculation fee charged to all students in not refundable, except for students who are completely cancelled for non-payment. Refunds are based on semester days and not on days a specific course is scheduled to meet. Students who withdraw courses and owe money as a result are expected to pay balance in full. (Withdrawing courses does not cancel indebtedness). For tuition payments made with cash or check, refunds are made by check after the last refund date. For tuition payments made with credit card, refunds will be credited to the card used for payment after the last refund date or upon student's request. Students receiving financial aid may be subject to a different pro-rata refund schedule.

The following is a summary of refunds available to students based on the date of complete withdrawal or reduction in semester credit hours. (Refer to the College Catalog for more details.)

Wintermester

| Date of course withdrawal(s) or reduction in semester hours | Refund |
|--|----------------|
| Prior to first class day | 100% |
| On first 3rd days of the semester | 70% |
| On 4th day of the semester | 25% |
| On 5th day of the semester through last day to drop with a "W" | None available |

Spring

| Date of course withdrawal(s) or reduction in semester hours | Refund |
|---|----------------|
| Prior to first day of the semester | 100% |
| On first 15 days of the semester | 70% |
| On 16th-20th days of the semester | 25% |
| On 21st day through last day to drop with a "W" | None available |

Flex courses with different "Begin" and "End" dates than the regular semester or summer session will have a different refund schedule. Contact the Bursar's Office for more details.



Canvas Course Orientation *Learn About Canvas*

The Canvas Course Orientation is open to any student who wants to learn more about Canvas, including how to navigate and log in to a course, how to complete assignments and tests, and more!

www.laredo.edu/cms/CanvasOrientation



Virtual Backpack *Orientation for First-Time Online Students*

The Virtual Backpack is an orientation course that helps first-time online students to understand online classes and provides you with the information you need to start your online learning experience on the right note. If you are a first-time online student, you will receive an invitation to the Virtual Backpack one week before classes start. Check your PASPort student email!



**Access Canvas using your
PASPort Student Account**

Scan the code to learn how!

Questions about Canvas?
Contact the eHelpdesk! Submit a ticket:
<https://ehelpdesk.laredo.edu> • 956-721-5880



Department Directory

Fort McIntosh Instructional Department Directory

Health Sciences Division

Dr. Diana L. Miller, Dean

Allied Health

HC 109/721.5262

Emergency Medical Services
Manuel Ramirez, Director

Medical Assistant
Adriana Nunemaker, Director

Occupational Therapy Assistant
Jodie Valls, Director

Physical Therapist Assistant
Esmeralda Vargas, Director

Radiologic Technology
Hortencia Madrigal, Director

Nursing

LN 128/721-5252

Vocational Nursing

Nursing (A.D.N.)
Dr. Dianna L. Miller, Director

Nursing (A.D.N.- RN to B.S.N.)
Dr. Dianna L. Miller, Director

Workforce Division

Heriberto Hernandez, Dean

Business LEAC 201/721-5355
George E. Macdonald, Dept. Chair

Computer Technology HV 139/721-5317
Robert Moore, Dept. Chair

Industrial Trades MV 106/721-5172
Jesus Contreras, Dept. Chair

Arts and Sciences Division

Dr. Horacio Salinas, Dean

English and Communications AK 210/721-5445
Dr. Marissa Longoria, Dept. Chair

Kinesiology LEAC 125/721-5858
Dr. Armando Perez, Dept. Chair

Mathematics LH 105/721-5441
Guillermo Serna, Dept. Chair

Natural Sciences P41/721-5195
Dr. Jim Goetze, Dept. Chair

Social and Behavioral Sciences LEAC 206/721-5294
Dr. Laura Ramirez-Cruz, Dept. Chair

Visual and Performing Arts VPA 128/721-5224
Maria E. Soliz, Dept. Chair

Community Education

Sandra Cortez, Dean

Adult Education & Literacy EG 111/721-5436

Continuing Education EG 102/721-5374

Cosmetology VPA 120A/764-5775

eLearning & Instructional Innovation Center

Elizabeth Rodriguez, Director
LEAC 307/721-5211

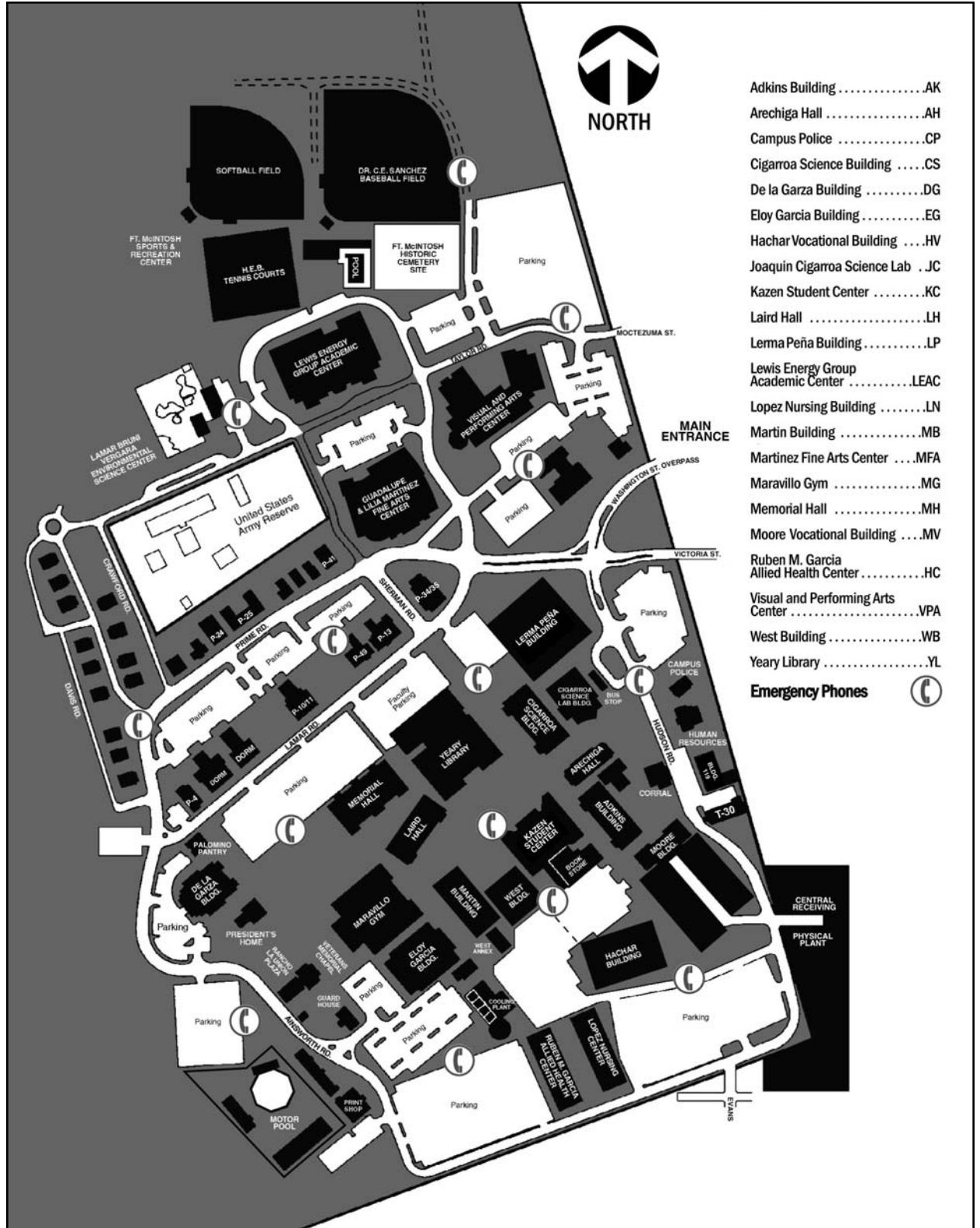
Provost/Vice President of Academic Affairs

Dr. Marisela Rodriguez WB 124/721-5820





Fort McIntosh Map





Department Directory

South Campus Instructional Department Directory

Workforce Division

Heriberto Hernandez, Dean

Child Development AAC 109/794-4389
Gloria C. Juarez, Dept. Chair

Computer Technology AAC 205/794-4146
Robert Moore, Dept. Chair

Culinary Arts AAC 109/794-4389
Gloria C. Juarez, Dept. Chair

Transportation
Technology RGA 148/794-4071
Francisco J. Ramirez, Dept. Chair

Protective Services PSC 132/794-4710
Donald R. Hale, Director

South Texas Border Regional
Police Academy PSC 132/794-4908
Donald R. Hale, Director

Arts and Sciences Division

Dr. Horacio Salinas, Dean

English and
Communications AAC 125/794-4720
Dr. Marissa Longoria, Dept. Chair

Kinesiology JCT 118/794-4224
Dr. Armando Perez, Dept. Chair

Mathematics AAC 125/794-4720
Guillermo Serna, Dept. Chair

Natural Sciences AAC 125/794-4720
Dr. Jim Goetze, Dept. Chair

Social and Behavioral
Sciences AAC 125/794-4720
Dr. Laura Ramirez-Cruz, Dept. Chair

Visual and Performing
Arts AAC 125/794-4720
Maria E. Soliz, Dept. Chair

Community Education

Sandra Cortez, Dean

Adult Education
& Literacy AAC 126/794-4436

Continuing Education AAC 126/794-4520

eLearning & Instructional Innovation Center

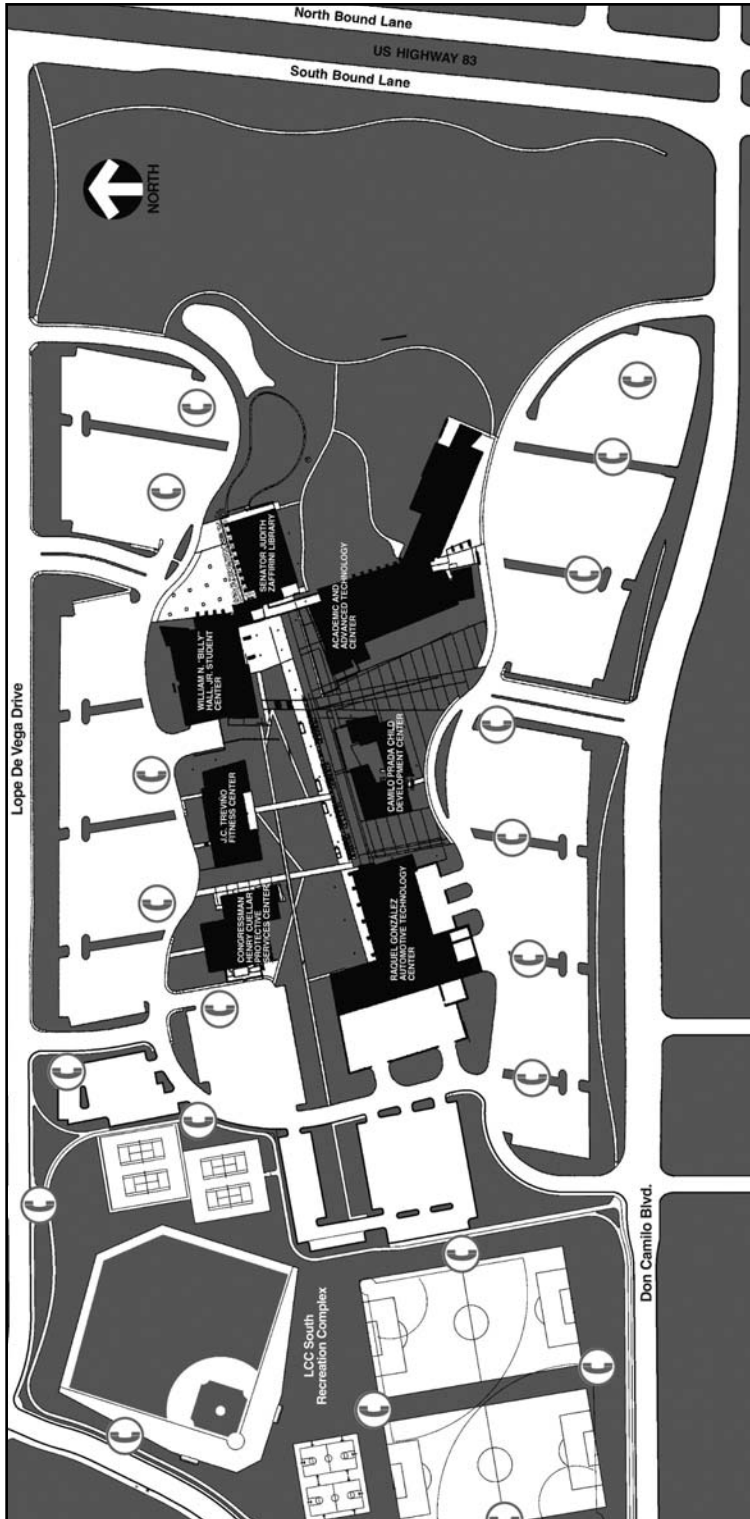
Elizabeth Rodriguez, Director B202/794-4211

Dean of South Campus

Carolyn Schmies BHC A-215/794-4002



South Campus Map



William N. "Billy" Hall, Jr.
Student CenterBHC

Senator Judith Zaffirini Library
and Learning Enrichment Center JZL

Academic and Advanced
Technology Center AAC

Camilo Prada Child
Development CenterCPC

Raquel González Automotive
Technology CenterRGA

Congressman Henry Cuellar
Protective Services CenterPSC

J.C. Treviño Fitness Center JCT

Emergency Phones



Change *your* Life!

At Laredo College, we understand that life is full of changes. Your need to adapt requires a top-quality education. Let us become part of that change.



LAREDO
COLLEGE

EST. 1947

*We are
Laredo's College!*



www.laredo.edu

Fort McIntosh 956-721-5109 • South 956-794-4110