To Get your SCC Student ACCESS Card & Transit Sticker:

- Pay all your fees on-line or at the Business Office (RHN-173)
- Check calendar below for dates and times
- Bring photo ID
- Bring Payment Receipt if paid the same day

January 2015

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
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<td>8</td>
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<tr>
<td>9:00-6:00 City Café #2</td>
<td>9:00-6:00 City Café #2</td>
<td>9:00-6:00 City Café #2</td>
<td>9:00-6:00 City Café #2</td>
<td>10:00-4:00 City Café #2</td>
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<td>9:00-6:00 City Café #2</td>
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<td>19</td>
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<td>MLK Holiday</td>
<td>8:00-6:00 City Café #2 &amp; 7:30 – 7:30 LRC-144</td>
<td>8:00-6:00 City Café #2 &amp; 7:30 – 7:30 LRC-144</td>
<td>8:00-6:00 City Café #2 &amp; 7:30 – 7:30 LRC-144</td>
<td>8:00-3:00 City Café #2 &amp; 7:45 – 4:30 LRC-144</td>
<td>9:00-2:30 LRC-144</td>
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Davis Center: January 2 through 16; M-F 8:00 a.m. to 3:30 p.m.
January 20 through 23; M-TH 8:00 a.m. to 8:30 p.m.; Friday 8:00 a.m. to 3:30 p.m.

West Sacramento Center: January 2, 10:30 a.m. to 4:30 p.m.
January 4 through 23; M-F 8:00 a.m. to 4:30 p.m.

Beginning January 26, ACCESS Cards and Transit Stickers will be available at the Information and Orientation Office, RHN-138 and Instructional Media, LRC-144. ACCESS Cards and Transit Stickers are available weekdays only during the semester as follows:

Information and Orientation: M-TH 8:00 a.m. to 6:00 p.m.; Fridays 8:00 a.m. to 5:00 p.m.

Instructional Media: M-TH 7:30 a.m. to 7:30 p.m.; Friday 7:45 a.m. to 4:30 p.m. (no Saturdays)

Davis Center: M-TH 8:00 a.m. to 8:30 p.m.; Friday 8:00 a.m. to 3:30 p.m.

West Sacramento Center: M-F 8:00 a.m. to 4:30 p.m.

FOR DISABILITY ASSISTANCE:
If you have a physical disability which causes you to be unable to stand in line and you are already registered with the Disability Resource Center, please go to the DRC to speak with a staff member.
SCC STUDENT ACCESS CARD & UTP Sticker

All Student Fees must be paid before a UTP sticker or ACCESS Card can be issued.

Here’s how charges for the UTP/Transit Sticker work:

- $5.54 per semester for fewer than 6 units ($2.77 for students receiving BOG fee waiver).
- $11.08 per semester for 6 to 11.9 units ($5.54 for students receiving BOG fee waiver).
- $16.62 per semester for 12 units or more ($8.31 for students receiving BOG fee waiver).
- The UTP fee is not charged for Summer Session & no Transit Sticker is issued.
- The fee is refundable if a student drops the course(s) within the refund period (see the SCC website for the appropriate refund dates).
- A $5.54 fee will be withheld from the refund if an ACCESS Card has already been issued to the student.
- Students who are enrolled exclusively in online courses may request a UTP fee refund only during the term of their online course(s).
- The UTP Fee is a mandatory fee.

If your ACCESS Card is lost or stolen

Each student is eligible for one new (1) Student ACCESS Card each Academic year beginning with summer session. Otherwise the following charges apply:

- ACCESS Card replacement only $5.00.
- Lost/Stolen UTP Sticker only $16.62.

Replacement fees must be paid at the College Business Services Office or Outreach Center. Present your receipt to an ID card station to receive a replacement card or to the Business Services Office to receive a replacement UTP Sticker.

If a card or sticker is damaged:

Damaged cards or damaged stickers will be replaced free of charge. Please bring the card with damaged sticker still attached or damaged card to a location where the ACCESS Cards are issued.