



ELLSWORTH
Community College

IOWA VALLEY COMMUNITY COLLEGE DISTRICT
1100 College Ave. • Iowa Falls, IA 50126



NEW
HANDBOOK
PARENT

PARENT HANDBOOK

Ellsworth Community College

Welcome!

We are honored that your student has chosen to be a part of Panther Nation. This means that you are a part of the Panther Family!

We are here to assist you during your time as a Panther Parent/Guardian.

We encourage you to read through the parent handbook and contact us if you have any questions. The handbook gives you information regarding all of our student support services and contact information for those services. Our webpage has additional information such as success tips for students, FAQs and a copy of our monthly newsletters.

We aim to keep you informed as your student transitions into college life as a Panther.

Feel free to contact us at any time.

TRACY CRIPPIN-HAAKE

Director of Student Success

Title IX Coordinator

641-648-5814 or Tracy.Crippin@iavalley.edu

ecc.iavalley.edu/resources-for-students/academic-support-services/

IOWA FALLS

Welcome to Iowa Falls – the community is glad you have chosen Ellsworth!

Iowa Falls, Iowa is known as the Scenic City. Located in Hardin County, Iowa Falls is a great place to dine and visit. We have put together a list of places to eat, stay, and do just for you!

Iowa Falls Chamber of Commerce
iowafallschamber.com

Lodging

AmericInn by Wyndham
Super 8 by Wyndham
Cabin Cove by the River
River's Bend Bed and Breakfast

Things to Do

Iowa Falls Swinging Bridge
Calkins Nature Area Park
Pat Clark Art Collection
Metropolitan Opera House
Paddle the River Ride
Ride the Empress
International Art Collection
Historical Downtown Walking Tour

Places to Dine

502 Grill House
Chong Garden Chinese
Coffee Attic & Book Cellar
Las Flores
Red Rooster Grill
River Tap
Princess Grill & Pizzeria
Plaza Veracruz

DIRECTORY & CONTACTS

Disability Services

(641)-648-8587

Academic Assistance (Hub)

(641)-648-8587

Athletics

(641) 648-8516

Business Office *(Student Accounts/Billing)*

(641)-648-8507

Bookstore

(641) 648-8541

Campus Security

(641) 373-1418

Career Services

(641) 648-8561

Financial Aid

(800) 322-9235

Fitness Center

(641) 648-8712

Help Desk (IT)

(641) 844-5646

Housing

(641) 648-8533

Mail Room

(641) 648-4611

Non-Credit Course Information

(641) 648-8581

Student Counseling Services

(Outsourced)

Student Life/Activities

(641) 648-8602

Student Records/Registrar

(641) 648-8518

School Nurse

Located in DH Mon and Thurs 12– 1

Switchboard

(641) 648-4611

Testing/Accuplacer

(641) 648-8513

Title IX

(641) 648-8513

Cafe

(641) 648-4611

TRIO Student Support Services

(641) 648-8511

FAMILY EDUCATIONAL RIGHTS and PRIVACY ACT (FERPA)

The *Family Educational Rights and Privacy Act of 1974* helps protect the privacy of student education records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are the recipients of federal aid administered by the Secretary of Education.

A release of information form MUST be signed by your student before ECC can release information about your student.

Why do I need to know this?

If you would like to contact Ellsworth regarding your Student, there must be a signed release of information form on file signed by your Student. Your Student is able to locate this document at any time through the registrar's office.

What is an education record?

An "education record" is any record that is directly related to a student, and maintained by an educational agency or institution, or by a party acting for the agency or institution. This includes any information recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.

Who is protected under FERPA?

An "eligible" student under FERPA is a student who is 18 years of age or who attends a postsecondary institution (regardless of parental dependency). These rights begin on the day the student begins attending

FINANCIAL AID

At Ellsworth we understand that financing a college education can be a stressful undertaking. That's why we offer Financial Aid opportunities to all of our students. About 80% of Ellsworth students received financial aid last year, including grants (money that you don't need to pay back) and loans (money that needs to be paid back). The Free Application for Federal Student Aid (FAFSA) must be filled out in order to determine eligibility for the grants and loans. The FAFSA can be filled out online at fafsa.gov.

All students must maintain Satisfactory Academic Progress to continue to receive all forms of federal and state financial aid. If a student fails to meet one of the three standards listed below, they will be put on Warning for one semester. If they fail to meet Satisfactory Academic Progress standards after being on Warning, they will become Terminated and will be ineligible to receive financial aid.

Your student may be eligible for financial aid by:

- Successfully completing 67% of attempted credit hours
- Completing their academic program in 150% of the published credits of the program
- Maintaining a minimum cumulative GPA of 2.0.

Our Satisfactory Academic Progress policy can be found here: ecc.iavalley.edu/admissions/financial-aid/financial-aid-forms/ecc_sap_standards/

Contact the Financial Aid Office

Students have the ability to meet with the financial aid staff one-on-one during office hours to help with their financial aid whether it's in person, over the phone, or through e-mail. You can contact the Financial Aid Office by e-mail or you can visit our website at ecc.iavalley.edu/admissions/financial-aid/.

Please remember to ask questions throughout the entire process. We are here to assist you!

Additional Aid

Students are encouraged to seek information on financial aid in their own communities. Local service clubs and organizations, as well as national and state organizations may have financial aid for you. The Financial Aid Office is available to assist you in identifying these sources.

Non-resident students should check with their home state higher education agency for information about their home state's aid.

Grants/Scholarships

"Free money"- Don't pay back

Federal Pell Grant Federally funded gift aid; Student must be an undergraduate and demonstrate need; Ranges from \$639-\$6,345

Federal Supplemental Educational Opportunity Grant (SEOG) Federally funded gift aid administered by ECC; Student must be an undergraduate and demonstrate need; Awards limited to funds available; Ranges from \$100-\$400

Federal Work Study Part-time work opportunities; Federally funded, ECC administered; Students must demonstrate need; Awards limited to funds available; Students must earn their award by working approximately 8-10 hours per week.

Iowa Vocational Technical Grant - Iowa resident students; Full time enrollment in Career or Career Option programs; Students must demonstrate need; Maximum award is \$900

Iowa Last Dollar Scholarship Iowa residents who completed a FAFSA before July 1 and are enrolled in a Future Ready Iowa Skilled Workforce approved program. Full time students are awarded the amount remaining tuition and regular fees charged after federal and state grant aid have been awarded.

Iowa Grant Iowa resident students with very low expected family contribution; Maximum award is \$1,000

Iowa Kibbie Grant Iowa resident students who demonstrate need; Enrollment in approved Career Technical or Career Option programs; Awards limited to funds available; Maximum award is \$2,825

Loans

Have to pay back

Federal Direct Loans (*Subsidized and Unsubsidized*) Student must demonstrate need to qualify for subsidized loan; This award is a loan that must be repaid to the U.S. Department of Education; Maximum loans \$5,500 per year at first year status, \$6,500 per year at second year status. Loans dispersed after July 2019 will have a fixed interest rate of 4.53%. Independent students may qualify for an additional \$4,000 per year unsubsidized loan; To be considered 2nd year status you must have earned 30 semester hours of credit in your academic program

Federal Direct Plus Loan Loans available to parents of dependent students; Financial need is not required; Federal Direct Plus Loans disbursed after 7/1/2019 through the Direct Loan Program have fixed interest rates of 7.08%; This award is a loan that must be repaid to the U.S. Department of Education; These loans can be deferred while the student is enrolled at least half-time. You can contact the U.S. Department of Education to defer the loan - if you do not request the deferment the loan will go into repayment 60 days after full disbursement.

ACADEMIC ADVISING RESOURCES

What is an academic advisor, and what do they do?

Academic advising is a working-relationship between a student and an academic advisor. The intent of this relationship is to assist the student in developing meaningful educational goals that are consistent with personal interests, values and abilities.

- Assess your career objectives
- Discuss success strategies
- Examine your current course load and answer any questions you may have
- Evaluate your academic progress toward completing your program

Who is my student's advisor?

Under each program on the website, there will be a list of the instructors for that program. It is there that the advisor is indicated. The advisor is also listed in your student's under Click on The name of your student's advisor will then be displayed.

What if I need to contact my student's advisor?

Advisors can be reached during office hours by email or phone. If you are unable to make contact with the advisor, you may want to send an email or call the advisor to set up an appointment.

When is enrollment?

Enrollment dates vary. Students will receive an email in their iavalley.edu account.

What happens if my student needs to drop below full-time status?

Ellsworth welcomes students to attend classes on a part-time basis, but there are many individual circumstances you need to consider before changing your enrollment status. Financial aid, insurance coverage, housing, performing arts eligibility, athletic ability, and/or outside funding could be affected if you drop below full-time status.

It is important for your student to verify how they will be affected before making the decision to change enrollment status. Students receiving financial aid should check with the Financial Aid Office. Students covered under a parent's insurance plan should check with the parent or insurance company. International students should check with their International Advisor. Students who are being supported by outside agencies or programs should verify enrollment requirements with the agency providing funding. It is also a good idea for your student to check with the program advisor to ensure the program can be completed on a part-time basis. Dropping below full-time status will usually lengthen the amount of time it takes to complete the program of study.

THE HUB

When your student is in need of additional assistance, the Hub is the place to be. Students have the opportunity to walk in with questions or concerns about courses and utilize a variety of resources for assistance.

Technology/Resources

- Computer Assistance
- Copy Machine
- Desktop/Laptop Computers
- Printers
- Scanner
- Study Areas

Tutoring

We are dedicated to providing free, drop-in tutoring for Ellsworth students in a variety of courses. Individuals and study groups can come in and receive assistance on study skills, test review, and course content.

Writing Center

The center staff will assist with research, reading, and writing assignments in addition to offering student book group and student writing group activities.

Accommodations

We are committed to providing quality service and support to students with disabilities. Our purpose is to remove barriers for students with disabilities to ensure equal access to educational opportunities. Accommodations are determined on a case-by-case basis for each student who applies for services. A conversation about a student's history and expectations will help identify the information necessary to support the accommodation request. To request accommodations contact

Testing Services

The ECC Testing Center provides a variety of services and exams to students and members of the community. At this location, students can take placement assessments, make-up and accommodated exams, and many other specialized tests.

Home of the Panther Pantry!

The Panther Closet offers many free items to students, including coats, hats, gloves, book bags, non-perishable food and toiletries. Items are based on availability and are donated to the Closet. Care packages are available upon request.

TRIO STUDENT SUPPORT SERVICES

TRIO is a set of federally funded programs designed to ensure equal educational opportunities. Ellsworth Community College was awarded the five year TRIO grant in 2010, 2015, and was re-granted for another five years in 2020, related to student support services. TRIO Student Support Services (SSS) inspire and support students in their pursuit of a degree. One step to success in college is to make a connection and feel part of a community. TRIO SSS provides support and services to help 120 students achieve and complete their ECC Degree and transfer to a four year college or university to complete a Bachelor's Degree.

Eligibility for TRIO at ECC

- U.S. Citizen
- Current Ellsworth Student
- Low-Income
- First Generation (Neither parent has a 4-year degree)
- Documented Disability (Ellsworth Accommodations Office must have documentation)

Benefits:

- Individual Academic Advising
- Transfer Advising
- Career Exploration
- FAFSA Completion Assistance
- Cultural Enrichment Activities
- Financial Literacy Workshops
- Academic Skill Building Workshops
- Transfer Application Fee Waivers
- Grant Aid (for eligible participants)
- Trips to the Iowa Regent Universities
- Early Registration

Application is available on the website. We are a federally funded program that serves 120 students.
ecc.iavalley.edu/resources-for-students/academic-support-services/trio-student-support-services/

LIVING ON CAMPUS

Living on Ellsworth Community College's Iowa Falls campus gives students the opportunity to gain the independence and responsibility they need while living in a safe and friendly environment. Living on campus provides students the college atmosphere similar to a four-year university at a lower cost. With the numerous activities, athletics, student intramurals, clubs, and organizations, students find it is easy to get involved and create a network of friends, building a community on the campus of Ellsworth.

Our on-campus housing is conveniently located just minutes away from classes, the Cafe, the fitness center, library, the Hub and other amenities Ellsworth has to offer. When students choose to live on campus, they are able to bring their car and park on campus free of charge.

While we want to provide the best college experience possible for our students, we also want to keep them safe which is why we have established rules and regulations for on-campus housing. These rules and regulations are enforced by our housing staff members as well as resident assistants.

MAIL

Mail will be distributed Monday through Friday; no provisions are made to deliver and distribute the mail to student housing on Saturdays, Sundays, or Holidays. Mail will be delivered by your designated Resident Assistant. Materials advocating a political position or commercial solicitations are not permitted to be placed in mailboxes unless received through U.S. Mail and addressed by the sender to the student with the appropriate address.

Student Addresses

Thompson Hall

Your Child's Name
Thompson Hall
1100 College Ave.
Iowa Falls, IA 50126

Wall Hall

Your Child's Name
Wall Hall
1100 College Ave.
Iowa Falls, IA 50126

College Apartments

Your Child's Name
College Apartments
1100 College Ave.
Iowa Falls, IA 50126

College Suites

Your Child's Name
College Suites
1100 College Ave.
Iowa Falls, IA 50126

STUDENT SERVICES

There are many offices on campus that are here to serve your student, if you have questions about student support, feel free to us!

Student Success and Retention

The Iowa Valley Community College District has developed a Retention Alert System which is a resource used to offer assistance to students from faculty or staff members in close connection with a student in need. Faculty can submit an alert for a student they are concerned about in their class which is referred to a staff member who then contacts the student and offers assistance. This internal form of communication provides direct linkage between students and the many available resources Ellsworth has to offer on campus.

Parking

Free parking is available for all ECC students. Students are encouraged to park in appropriate parking areas, including the two lots south of Bullock Jones Hall and Reg Johnson Hall and parking lots around the Math-Science building as well as in the resident hall parking lots. Please note that the city of Iowa Falls also has a snow removal ordinance which prohibits parking on all city streets for 48 hours after the start of snow removal operations. Vehicles unlawfully parked on any city street will be fined or towed to a storage location and vehicle owners will be subject to fines.

Dining

Many options are currently available to fit all dietary needs, and students are welcome to see one of the helpful staff to talk more in detail to manage their diet. We also offer a flexible bagged lunch to-go. On-campus students receive 19 meals a week and commuter students may purchase a meal punch card.

Additional services:

- Scholarships
- Billing Office/Registrar
- Bookstore
- Library
- Career Services
- Safety and Security
- Athletics
- Clubs and Organizations
- Health/Counseling
- Dale Howard Activity Center

Iowa Valley Community College District (which operates Ellsworth Community College, Marshalltown Community College, Iowa Valley Grinnell, and Iowa Valley Continuing Education) is accredited by The Higher Learning Commission (www.ncahlc.org; ph. 312-263-0456), the Iowa Department of Education, and the National Alliance of Concurrent Enrollment Partnerships; some individual degree programs are also accredited by agencies specific to those areas of study. IVCCD is a member of the North Central Association of Colleges and Schools. IVCCD has articulation agreements with Iowa's Regent universities and many other colleges in Iowa and the Midwest.

Ellsworth Community College students who have questions or complaints related to compliance with this policy should contact Dr. Amanda Estey, Education Equity Officer, at 641-648-8633 or Amanda.Estey@iavalley.edu. Complaints may also be filed with the Director of the Office for Civil Rights U.S. Department of Education, Citigroup Center, 500 W. Madison St., Suite 1475, Chicago, Illinois 60661-7204 (Ph: 312-730-1560, E: OCR.Chicago@ed.gov) and/or the Iowa Civil Rights Commission at 400 E. 14th St., Des Moines, Iowa 50319 (Ph: 800-457-4416).

Retaliation against any individual for reporting discrimination or assisting in providing information relevant to a report of discrimination is strictly prohibited by IVCCD and constitutes a violation of this policy.