

Student Resources *Guide*

*Your guide to help you
find what you need.*





Student Resources Guide

Your success starts here! This booklet is designed to help you navigate your college experience with ease. Inside, you'll find a list of essential student services, key resources, and contact information to support you throughout the academic year. Whether you need academic advising, career services, financial aid assistance, or campus life opportunities, we're here to help.

Need Assistance?

If you can't find what you need, give us a call!

General Inquiries: 1-800-966-7943 ¡Se habla español!

Vice President of Student Services: (520) 515-5327

Student Resources: www.cochise.edu/student-resources

We wish you a fantastic year!



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Academic Advising

advising@cochise.edu

Your academic success starts with the right support! As a student, you have access to dedicated academic advisors who are here to help with class scheduling, connecting you to valuable resources, and guiding you through your college journey. We encourage you to meet with your advisor regularly to stay on track and make the most of your experience.

Scheduling an appointment is easy—just reach out. Let's plan your path to success together!

www.cochise.edu/advising

Academic Catalog

The comprehensive Academic Catalog serves as the ultimate guide to Cochise College's degree and certificate programs. The catalog provides detailed program requirements, course options, and essential academic information. It is a valuable resource for exploring available programs and planning the next steps toward academic and career success.

www.cochise.edu/online-catalog

Accessibility

accessibility@cochise.edu

The Accessibility Services Office (ADA) is here to support you with personalized services tailored to your unique needs. If you have a documented disability, we provide services and accommodations to ensure you have the tools to thrive.

Whether you have a physical, medical, sensory, learning, or mental health disability, our dedicated team is ready to assist you. We're committed to empowering you with the support, resources, and guidance needed to achieve your full potential. Let's work together to create a college experience that's accessible, inclusive, and designed for your success!

www.cochise.edu/accessibility





Admissions & Records

adm@cochise.edu

The Admissions and Records department can assist you with registration, residency, transfer transcript evaluations, Cochise College transcripts, verification letters, applying for graduation and more.

www.cochise.edu/admissions

Adult Education

adulthoodeducation@cochise.edu

The Adult Education staff and faculty are ready to help you gain the skills and knowledge you need to reach your career or educational goals. Our experienced instructors understand how adults learn best and will create a personalized learning plan just for you. With guidance, encouragement, and a plan tailored to your needs, you'll stay on track and achieve your goals. Take the next step with confidence—we've got your back!

www.cochise.edu/adult-education

Athletics

The college has competitive athletic programs, namely men's baseball, women's soccer, men's and women's basketball, and men's and women's rodeo. Game schedules, team rosters and news can be found:

athletics.cochise.edu

Bookstore

campusstore@cochise.edu

Shop with a purpose at the Campus Store. We carry textbooks, clothing, gifts, Cochise merch, snacks, drinks and more. Ask about textbook rentals, shipping, pick up at Cochise College locations and free in-store pickup.

www.bkstr.com/cochisestore

Business Office

svbo@cochise.edu

If you wish to add/drop a class, you must formally withdraw from class(es). To arrange partial payments, sign up for the online (Nelnet) payment plan.

www.cochise.edu/payment





Campus Dining

At Cochise College Dining Services, we believe nothing brings people together like food—and nothing makes us happier than bringing people together. From our fresh approach to every meal to our belief in warm, thoughtful service, that spirit is the first ingredient in everything we do.

Meal plans are available for all students.

www.cochise.edu/dining

Campus Security

dcsecurity@cochise.edu- Douglas Campus

svsecurity@cochise.edu- Sierra Vista Campus

Cochise College has an excellent safety and crime record.

Our Cochise College 2024 Annual Security and Fire Safety Report includes statistics on alcohol and drug use, assault, general security, firearms, fires, sex offenders, theft and other criminal violations.

www.cochise.edu/security

Campus Tour

adm@cochise.edu

We would love to have you visit our campuses or centers. If you would like to visit and see what we have to offer, set up an individual or group tour of campus by completing the form below. Please provide 15 days' notice for group/class tours.

www.cochise.edu/campus-tours

Career Services

Unsure about your career direction? Cochise College offers online career assessments to help students identify academic programs and career paths that match their interests and strengths.

Explore different career options, discover academic programs that align with future goals, and even build a standout resume—all in one place.

www.cochise.edu/advising





CC Alerts (Emergency Alerts)

The CC Alerts emergency notification system provides timely updates on safety alerts, campus closures, delays, dismissals, and other urgent announcements. Notifications can be sent directly to a mobile phone, email, SMS, or wireless device, ensuring that students stay informed no matter where they are.

To sign up or update preferences, log into MyCochise and customize alert settings.

Center for Lifelong Learning

training@cochise.edu

The Center for Lifelong Learning (CLL) offers a variety of non-credit leisure classes, professional development courses, and customized workforce training programs to support personal and career growth.

If you're looking to explore a new hobby, enhance your job skills, or take the next step in your career, CLL has something for everyone. Additionally, free weekly lectures are available to the public offering engaging discussions on a variety of topics.

www.cochise.edu/academics/cll

Civic Engagement & Voter Information

We have compiled a list of tools and resources to help you learn about the voting process, our country's democracy and civic responsibility. Find information about how to register to vote, upcoming election dates, and different ways to vote online. Interested in taking a step further? Take civic action today by completing virtual activities listed in the Civic Action Scorecard at:

www.cochise.edu/voter-civic-education

Clubs

sga@cochise.edu

Participating in extracurricular activities can bring a whole new perspective to your life as a student. Activities encourage leadership and service while allowing students to have fun, socialize, and learn leadership and time-management skills. Learn more about student organizations and clubs at:

www.cochise.edu/clubs





Cochise Cares

Cochise Cares serves as a bridge between community organizations and the college, creating meaningful volunteer opportunities. This platform connects the Cochise College community with local events, service projects, and engagement activities across the district, making it easier to give back and make a difference. Get involved today!

www.cochise.edu/cares

Cochise College Terms

Navigating college can feel like learning a whole new language. From academic terms to campus resources, understanding common college terminology can help you stay informed and confident. Whether you're registering for classes, meeting with an advisor, or planning your degree path, knowing key terms like GPA (Grade Point Average), FAFSA (Free Application for Federal Student Aid), Syllabus, Prerequisite, Credit Hour, Full-Time vs. Part-Time Status, and Registrar will make your experience smoother.

See full list: www.cochise.edu/college-terms

Cochise Cupboard

foodpantry@cochise.edu

The Cochise Cupboard provides students with access to free food and essential items, helping to combat food insecurity and support academic success. Availability may vary, but all students are encouraged to utilize this resource whenever needed.

www.cochise.edu/cochise-cupboard

Commencement

graduating@cochise.edu

Students must apply for graduation to have their degree(s) or certificate(s) officially awarded on their college transcript. Students can apply for graduation when they have registered for their final courses and/or all of their transcripts have been reviewed.

GED recipients do not need to apply for graduation.

www.cochise.edu/graduation





Computers for Student Use

Computers for student use are available and connected to the internet. The computers have been configured with college-approved and licensed software. The basic software package includes Microsoft Office, Google Chrome, Microsoft Edge, Mozilla Firefox and Adobe Acrobat Reader. These are available: at campus libraries and learning centers.

Crisis Assistance

Call or Text 988 Suicide & Crisis Lifeline

C.A.R.E.S

cares@cochise.edu

The C.A.R.E.S. (Compassion, Advocacy, Resources, Education, Support) program is dedicated to ensuring students receive the help and support they need throughout their educational journey. By providing access to essential resources and services, C.A.R.E.S. helps students overcome challenges and stay on track toward success.

www.cochise.edu/wellness

English as a Second Language (ESL)

Cochise College offers two programs for students who want to improve their English Language skills. English for academic purposes helps students improve their skills in oral communication, reading, grammar, and writing as preparation for continued higher education at Cochise College and beyond.

www.cochise.edu/esl

Financial Aid, Scholarships & Grants

finaid@cochise.edu

Assists students in applying for and managing financial resources for college, including scholarships and grants. Cochise College's school code is 001072.

www.cochise.edu/fa





Graduation & Conferral of Degrees or Certificates

graduating@cochise.edu

Students must apply for graduation to have their degree(s) or certificate(s) officially awarded on their college transcript.

Students can apply for graduation when they have registered for their final courses and/or all of their transcripts have been reviewed.

GED recipients do not need to apply for graduation.

www.cochise.edu/graduation

Help Desk

helpdesk@cochise.edu

The Help Desk can help with password resets, MyCochise, Moodle, MyDegreePlan, and MyLabPlus inquiries.

Housing

housing@cochise.edu- Douglas Campus

svhousing@cochise.edu- Sierra Vista Campus

Cochise College residence halls offer an independent living experience for students. Conveniently located on both the Douglas and Sierra Vista campuses, our residence halls provide easy access to classes, faculty and staff, campus activities, and academic services, creating a supportive and engaging college experience.

www.cochise.edu/housing

International Student Office

international@cochise.edu

Cochise College welcomes students from all across the globe.

The International Student Office supports students with their admission process and verifies that students remain in compliance with visa laws, regulations and requirements.

International students can enroll in traditional academic programs that lead to a certificate or an associate degree, preparing students for direct employment or transfer to a university. Students not proficient in the English language must enroll in the English as a Second Language (ESL) program.

www.cochise.edu/international





Library

library@cochise.edu

The Charles Di Peso Library on the Douglas Campus and the Andrea Cracchiolo Library on the Sierra Vista Campus house a diverse collection of books and media items, including DVDs and audiobooks, to support the Cochise College curriculum and lifelong learning. There is a robust Early Childhood Education collection at each campus that includes teaching resources for K-12 classrooms, children's books, games, and activities. Each library also has open study areas, study rooms, photocopiers, WEPA print stations, and computers with Internet access. Special collections and services within the libraries also include Spanish-language & Spanish/English bilingual materials and college archives.

The online library is available, it provides access to magazines and scholarly journals, Ebook collections, and streaming educational and documentary videos. The online library is available 24/7 to students, faculty, and staff from campus, home, and mobile devices.

Cochise College librarians are research professionals who offer individual and group research instruction and are available to help with research in person, by phone, by email, and by online chat.

www.cochise.edu/library

Mental Health Counselors

College can be exciting, but it also comes with challenges. If you're feeling overwhelmed, stressed, or just need someone to talk to, our mental health counselors are here to help. Free and confidential counseling services are available on both the Douglas Campus and the Sierra Vista Campus. Schedule an appointment by emailing.

www.cochise.edu/wellness

Military Programs

fthuachuca@cochise.edu

Cochise College is proud to support our military and veteran community. In addition to our online programs, we offer a variety of programs on Fort Huachuca and throughout Cochise County, with evening and weekend classes. Our unique MOS credentialing program provides service members with the opportunity to earn college credit toward a degree through their military training.

www.cochise.edu/military

Moodle

cochiseonline@cochise.edu

Moodle is Cochise College's Learning Management System for online classes and online resources for in-person classes. Make sure to log in and stay up to date with your assignments and requirements.





New Student Orientation

Cochise 101 is a short online course designed for new Cochise College students. Learn about your MyCochise student account, student email, class registration, textbooks, payment options, counseling & advising, and getting involved. Get guidance on navigating Moodle, the online learning platform for your classes. Discover valuable resources to enhance your learning experience.

New students register for orientation (Cochise 101) online:

www.cochise.edu/orientation

Student Government Association (SGA)

sga@cochise.edu

SGA is formed by appointed student leaders who serve as officers representing the student body at a district-wide level. Officers get selected through an application/interview process and serve on their primary campus, Douglas or Sierra Vista. Learn more on how to get involved and/or apply to become an SGA officer.

www.cochise.edu/sga

Testing

testingdc@cochise.edu- Douglas Campus

testing@cochise.edu- Sierra Vista Campus

Cochise College Testing Centers provide a wide range of testing services to support students, professionals, and community members. They administer career and personality assessments, placement tests, GED tests and offer help to underage students who require GED age waiver processing. They offer proctoring services for Cochise College courses, as well as exams for college credit, including DSST and CLEP. TEAS and HESI exams are administered year-round, and any students requiring accommodations can access specialized testing services. Additionally, we facilitate community testing for typing certifications, food safety exam, Pearson VUE assessments, and other tests not specific to Cochise College. All testing requires an appointment.

www.cochise.edu/testing





Title IX

Title IX is the federal law that protects against sex and gender discrimination within education. It includes crimes listed under the Violence Against Women Act, or VAWA, which includes sexual assault and sexual harassment. Students and employees of the college have rights under Title IX. Cochise College's Title IX Policy can be found under Policy 1029.

www.cochise.edu/title-ix

Transcripts

transcripts@cochise.edu

Current and former Cochise College students may request a copy of their transcripts as long as they have completed at least one Cochise College course with a grade of A, B, C, D, F, P or Audit (Policy 4020.2). Visit the Get My Transcript website.

www.cochise.edu/transcripts

Transfer to AZ Public University

Partnerships with all three Arizona four-year universities allow for a seamless transfer to Arizona State University, Northern Arizona University or University of Arizona. The college also has agreements with a number of other universities so students can guarantee many transfer credits. Each transfer program has specific instructions regarding curriculum and transfer procedures. Visit with an advisor to best plan your study program to meet the requirements of other institutions.

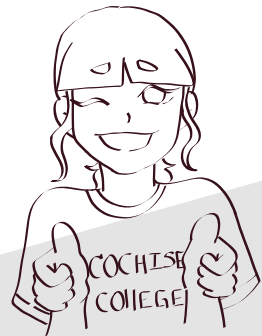
www.cochise.edu/transfer

TRiO

trioss@cochise.edu

The TRiO/SSS program is currently available at the Douglas Campus and is designed to serve low-income, first-generation and/or disabled college students. The goal of TRiO/SSS is to increase college retention and graduation rates of these students and to facilitate the transition process from one level of higher education to the next.

www.cochise.edu/trio





Tutoring

writinglab@cochise.edu

stemlab@cochise.edu

The Tutoring & Learning Center's STEM and Writing Labs offer FREE services and tutoring to help you develop study skills, present workshops and provide general academic support to students. Services are offered in person on the Douglas and Sierra Vista campuses and online. We have tutors who are bilingual in Spanish and English. Students can drop in or set appointments to get assistance. The STEM Lab assists with math, science, engineering, computer programming, cybersecurity, and other STEM-related classes. The Writing Lab assists students with papers in any subject, including English, reading, psychology, sociology, and computer information systems. Tutoring in Spanish, reading, ESOL, and adult education is available.

www.cochise.edu/tutoring

Wellness

Wellness encompasses more than just eating healthy or getting enough sleep. For more information on these resources or to make a suggestion on a potential resource to be added, please email.

Cochise college partners local health organizations to ensure students have access to important health-related services.

www.cochise.edu/wellness

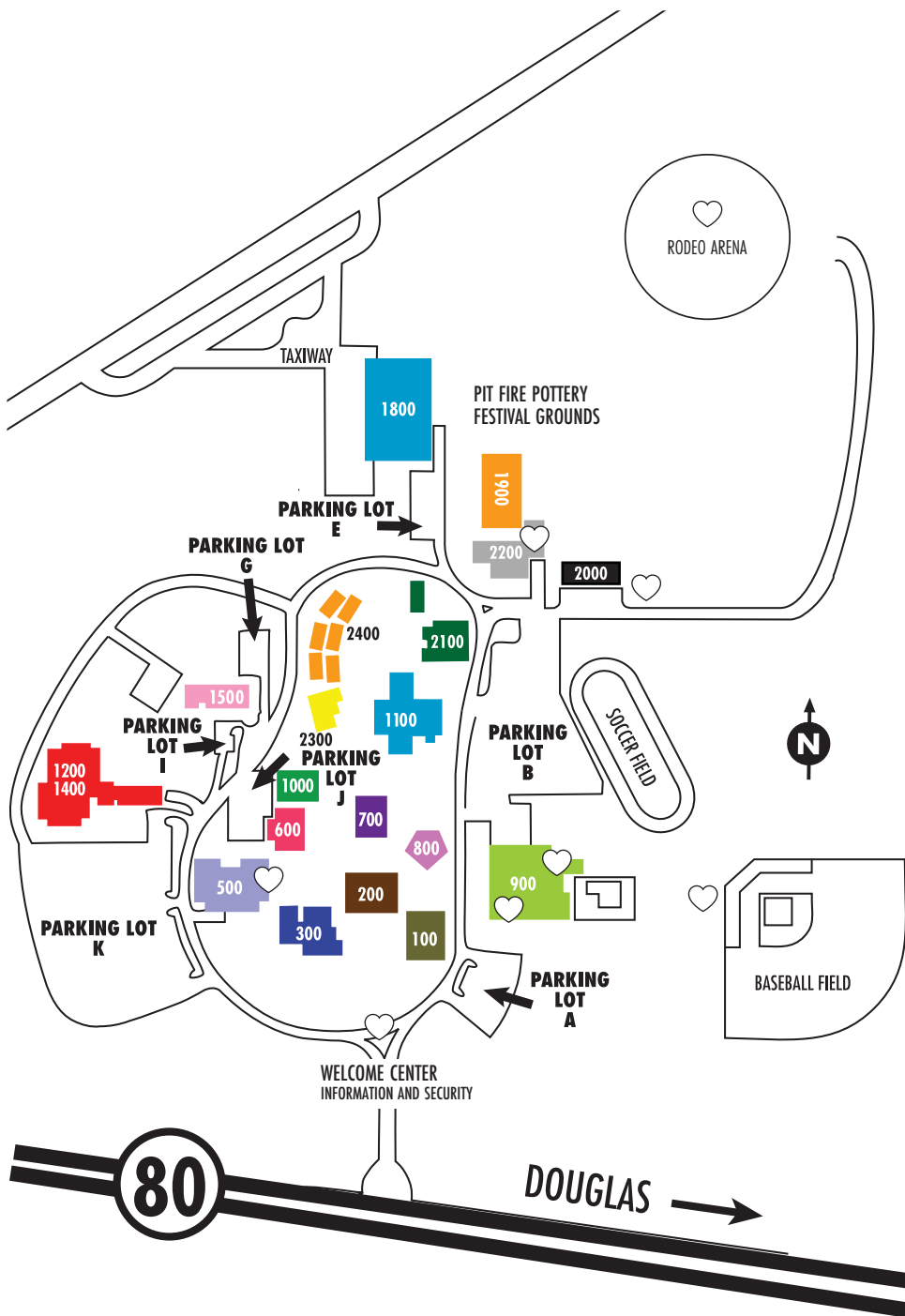
WEPA (Web Print)

The Wireless Everywhere. Print Anywhere (WEPA) kiosks allow students to easily upload and print files from the cloud. Integrated with student ID cards, the system enables students to send print jobs and securely release them at any kiosk by swiping their ID. Select which files to print or discard before confirming the job. Every student receives \$0.80 per credit hour in print credits each semester. Additional funds can be added through campus business offices or via credit card.





















For more information, ask a librarian.

www.cochise.edu/library





Douglas Campus

 100	Administration • President's Office • College Foundation • Douglas Campus Dean	D-ADM	 1000	Student Services • Admissions/Registration • Advising/Counseling • Business Office • Vice President for Student Services • Financial Aid	D-SSB
 200	BUS/CIS Building • Testing Center	D-BUS			
 300	Charles DiPeso Library • Tutoring and Learning Center • Open computer lab	D-LIB	 1100	General Classrooms • Adult Education • Faculty Offices • Dean's Offices	D-GEN
 500	Student Union • Cafeteria • Union Gallery	D-SUB	 1200-1400	Huachuca Hall	D-HUA
 600	Learning Commons • TRiO Student Support Services • Accessibility Services • Cochise Cupboard	D-LCC	 1500	Chiricahua Hall	D-CHR
 700	General Classrooms • U of A South	D-GCB	 1800	Aviation Building	D-AVN
 800	Little Theatre	D-THE	 1900	Art Pavilion • Kiln Yard	D-ART
 900	Gymnasium • Athletics • Fitness Center	D-GYM	 2000	Facilities • Mail Services • Receiving	D-MNT
			 2100	Science Building	D-SCI
			 2100A	Greenhouse	D-GRN
			 2200	Art/Fabrication	D-AFB
			 2300	Residential Housing Office	D-RHO
			 2400	Townhouse Residence Halls	D-RES



AED (Automated External Defibrillator) location





















Designated smoking area

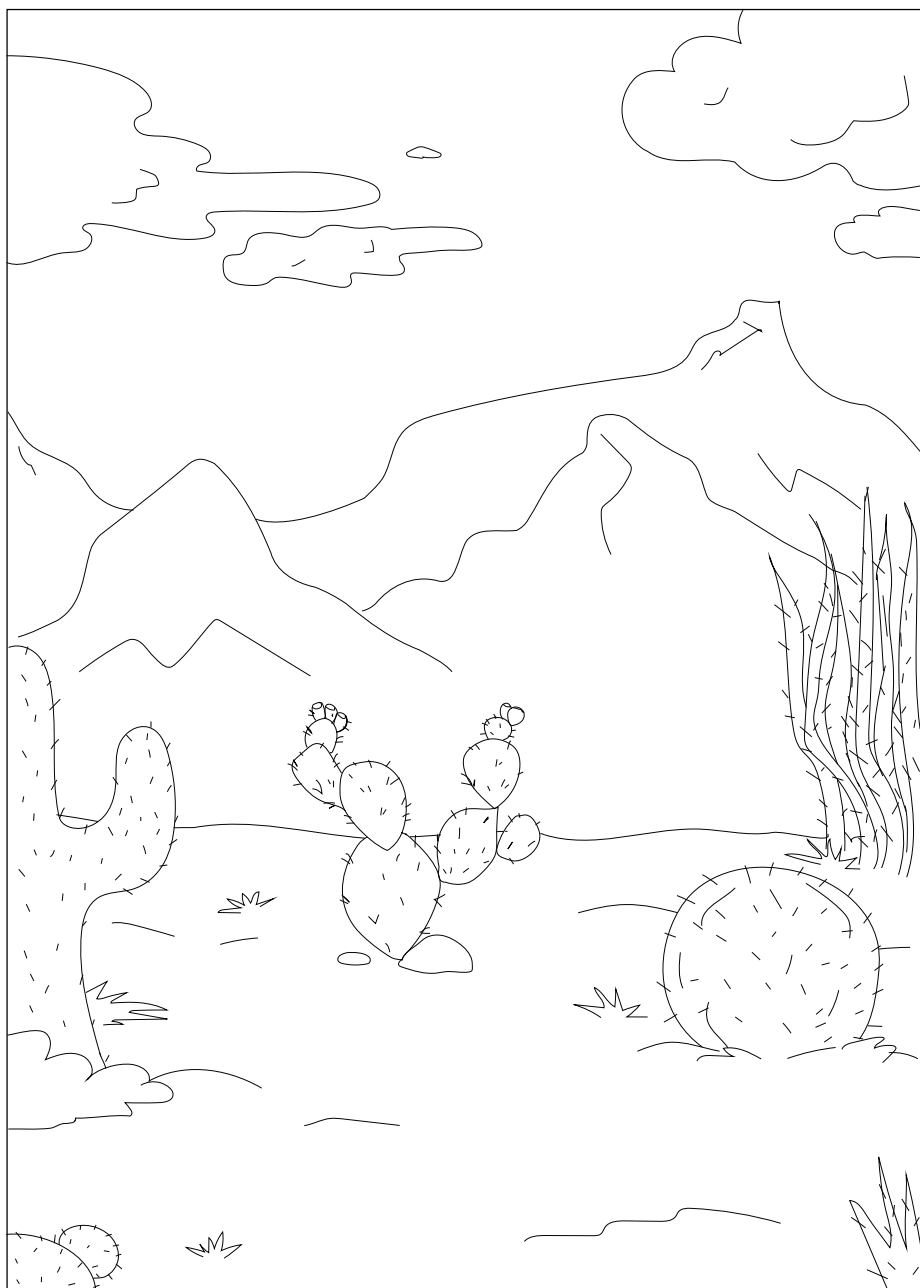
Created 5/2025. Information subject to change.



Sierra Vista Campus

	100	Firearms Training Complex	S-FTC
	300	Human Resources Building	S-HRB
		• Finance and Procurement Services	
		• District Governing Board Room	
	400	Art	S-ART
	500	Administration	S-ADM
		• President's Office	
		• Executive Vice President for Academics	
		• Dean of Business & Technology	
		• Dean of Liberal Arts	
		• Early College	
	600	Law Enforcement	S-LEB
	700	Music Education	S-MUS
		Business Education	S-BUS
		• Marketing	
		• Help Desk	
	800	General Classroom Building	S-GCB
	900	Andrea Cracchiolo Library	S-LIB
	1000	Student Union Building	S-SUB
		• Admissions/Registration	
		• Advising & Career Services/Testing	
		• Bookstore	
		• Business Office	
		• Community Room	
		• Financial Aid/Veterans Services	
		• Union Café	
		• Security Office	
		• Event Services	
		• Vice President of Student Services	
		• Accessibility Services	
	1100	Science Building	S-SCI
		• Dean of Math & Sciences	
	1200	Learning Commons	S-LCC
		• Open Computer Lab/Tutoring	
	1400	Adult Education	S-AED
	1500	Bugen Family Career	
		and Technical Education	S-CTE
	1600	Automotive Technology	S-ATB
	2100	Facilities/Warehouse	S-MNT
		• Mail Services	
		• Receiving	
	2600		
	3100	"Bugen Hall" Student Housing	S-SHB

Created 5/2025. Information subject to change.



This Student Resources Guide was created by Danniela Torres. She is a Cochise College student majoring in Digital Media Arts and is an intern for the college's marketing and communications department.

Notes