

2025-2026 • New Student Admissions Guide



SPARTANBURG
Community College

Welcome to Spartanburg Community College!

As an SCC student, you join a rich history of educational excellence that began in 1963 with 150 students. Today, more than 6,000 students share a common goal of seeking associate degrees and training that lead to rewarding employment and financial stability.

We hope you find this *Admissions Guide* helpful when applying to the College, registering for classes and understanding key dates and deadlines to ensure your success. Admissions and advising staff are available to answer your questions and provide assistance. Please take advantage of the many valuable resources we offer and seek assistance from our helpful faculty and staff.

We are committed to your success – while a student on our campus, after your graduation and as a working professional in the community. **Thank you for choosing Spartanburg Community College!**

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Special Information

If you need special accommodations, please contact the SCC Coordinator of Student Disability Services (Room E-4 in P. Dan Hull Bldg.) by phone at (864) 592-4818, by e-mail at disabilityservices@scsc.edu, or you may request video correspondence by sending an e-mail to the above address to request a video appointment.

ADA/504 and EEO : Josh Holmes - (Room E-4 in P. Dan Hull)
Title 9 Coordinator: Daniel Francis (Room C20B JAP) (864) 592-4424

Transfer Officer: SCC Registrar (Room 156 in Terhune Student Services Bldg.) (864) 592-4754 (phone), (864) 592-4689 (fax).

HEOA (Higher Education Opportunity Act) Institution Disclosure Information: Information about the academic and educational training programs at Spartanburg Community College is available on the college's website (www.scsc.edu) and the current catalog.

The following, known as directory information, may be made available to the public by the College unless students notify the SCC Registrar's Office in writing by the third week of the term that such information is not to be made available.

1. Student's name
2. Major Field of study or program
3. Dates of attendance (enrollment status - full-time, part-time)
4. Awards earned
5. Photographs

Transcripts and information not specified under "directory information" is released only with written permission of the student. The Family Educational Rights and Privacy Act, FERPA, protects the re-disclosure of personal information from a student's education records.

Changes Are Possible: The SCC Enrollment Advising Guide has been prepared as carefully as possible but may be subject to change because of extenuating circumstances. If you have questions about anything in this publication, please call Enrollment Advising Services at (864) 592-4600 or email enrollmentadvising@scsc.edu.

Spartanburg Community College does not discriminate on the basis of race, color, religion, age, sex, national origin/ethnic origin, veteran status, or disability in its admission policies, programs, activities, or employment practices. The term "on the basis of sex," when used in the employment context, includes pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation. The college complies with the provisions of Titles VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972 and the Higher Education Amendments of 1986; Section 504 of the Rehabilitation Act of 1973, as amended; the South Carolina Human Affairs Law of 1972; and with the Americans with Disabilities Act (ADA) of 1990, as well as the ADA Amendments of 2008 (ADAAA). For additional information on nondiscrimination policies, contact Dean of Student Engagement, Dr. DeAndre Howard in the Jack A. Powers Building, office C20; phone (864) 592-4164; email howardd@scsc.edu

WELCOME



SCC Students: Chasing Your Dreams

Since 1963, our students have displayed unparalleled levels of focus and determination in pursuit of their education. Even in the face of obstacles, our students – YOU – continue to rise to the challenge and do what it takes to get the job done. Along the way, you have redefined the boundaries of what is possible with hard work and determination.



Why the Chasers?

At Spartanburg Community College, we know our students don't take the easy path. Many are balancing jobs, raising families, or returning to school after time away, and still, they show up with purpose. The name Chasers honors that spirit. It reflects the determination of students who don't wait for success to find them. They put in the work, chase it down, and make it real. Being a Chaser means you're always in pursuit: of knowledge, opportunity, and a better future.

Our mascot, a border collie named Chaser, was chosen not just for its energy and intelligence, but for what it represents. Border collies are sharp, focused, and fiercely hardworking. They thrive on movement and learning, just like our students who are building new skills in welding labs, nursing clinics, classrooms, and computer centers across our campuses. The mascot reminds us that success doesn't come from standing still. It comes from staying curious, staying active, and staying committed.

"Dream it. Chase it. Live it." is more than a motto—it's the way of life at SCC. From first-generation college students to career changers and aspiring entrepreneurs, Chasers come from all walks of life, but they share one thing in common: they don't give up. They don't drift. They chase.

Every day, SCC students like you chase their dreams and build brighter futures. In the years ahead, we know the legacy of your education won't be defined solely by the knowledge you gained, but by the energy and determination with which you pursued it—defying expectations, uplifting others, and leaving a lasting impact across our communities and beyond.

SCC Mascot: Chaser, SCC's mascot, was created to embody that very spirit. Just like our students, Chaser is present, engaged, and rooted in the Upstate. You'll find Chaser in local schools sharing the value of education, at ball games and graduations celebrating milestones, and throughout the community bringing joy and energy wherever they go. You—SCC Chasers—represent the power of persistence, the promise of education, and the boundless potential that comes from chasing something greater.



Office of Enrollment Services

Next Steps for Registered Students

CONGRATULATIONS! Welcome to the Chaser family! Please follow the steps below to complete your registration process and officially begin chasing your dreams!

PREPARING FOR CLASSES:

- **Complete the Free Application for Federal Student Aid (FAFSA):** Remember, it is your responsibility to complete the FAFSA each year. Complete the FAFSA online at studentaid.gov. SCC's Federal School Code is 003994. If you need assistance completing the FAFSA, contact the Financial Aid Office at (864) 592-4810 or visit www.sccsc.edu/admissions-aid/financial-aid.
- **Secure a Student ID Card, Parking Decal and Textbooks:** Obtain your student ID card from Admissions Dept. located on the Giles Campus, Terhune Student Services Building or in the Admissions Dept. on your respective campus (copy of class schedule is required). To obtain your parking decal, log into your [MySCC Portal](#) and select Campus Information (top of the page). Select Campus Police/Security and click on "Vehicle Registration Form." Complete the form and click "Next" to go to the signature page. Type your first and last name into the box and click on "Sign Electronically" to submit your form. You do not need to print out the registration or signature forms. Go to the SCC Police Dept. (Room 63 in the P. Dan Hull Bldg. on Giles Campus) to pick up your decal (or return the form to the Admissions Dept. on your respective campus). Textbooks are available for purchase online at the Chaser's Barkshop website (<https://www.sccsc.edu/students/chasersbarkshop/>) Student ID is required to pick up online orders.
- **Tuition and Fees:** Please remember that tuition and fees must be paid by the fee payment deadline. For a full listing of tuition, fees, and an overview of various payment options, please visit www.sccsc.edu/admissions-aid/financial-aid/tuition. For more information, stop by the SCC Business Office (Giles Campus, Ledbetter Building, Room 220) or visit www.sccsc.edu/students/business-office.

STAY INFORMED:

- **Student Email:** Important information will be communicated only through your MySCC Email, your official college email account. Please be sure to check your college email account daily for important updates and reminders. Admissions staff at all campuses can assist you with accessing your account for the first time. For assistance with user ID or password problems, contact the SCC IT HelpDesk at (864) 592-4682 or stop by the Information Technologies Lobby, Room 110, in the Ledbetter Building on the Giles Campus.

STUDENT RESOURCES:

- **Student Life:** Campus involvement is an essential part of collegiate success! Students who are active in extracurricular activities can be more competitive for valuable scholarships and other achievement-based programs. You will gain confidence as you connect with students, faculty, and staff and add valuable experience to your resume.
To learn more about Student Life, visit <https://www.sccsc.edu/students/student-life/>.
- **College Calendar and Events:** To stay current on college events and for important dates of interest, please connect with MySCC Calendar: www.sccsc.edu/about/events/.

ACCEPTED STUDENT DAY

You're invited to join us for Accepted Student Day! This is a great opportunity to connect with future classmates, your college community, interact with faculty and current students. To RSVP MySCC.info/accepted or scan the QR code.

Scan me to sign up!



CALL ME CHASER: ORIENTATION

All first-time freshmen are required to complete new student orientation. To RSVP visit MySCC.info/orientation or scan the QR code.

Scan me to sign up!



If you need accommodations to participate, such as an ASL interpreter, email disabilityservices@sccsc.edu at least a week in advance to allow time for services to be scheduled.

How to Use MySCC Portal

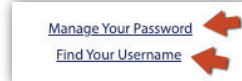
Guide to MySCC Portal

MySCC Portal is your gateway to all SCC online tools and SCC's Office 365 Suite of apps. Register for classes, manage your financial information, access assignments, correspond with your teacher, grades, email, OneDrive, and much more.

What's my SCC Username and Password?

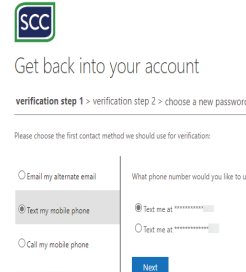
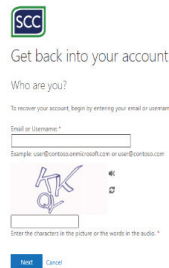
Before you attempt to login to the MySCC Portal for the first time, you will need to set up a unique password only you will know. The initial password is generated by our system and is unknown. When you apply as a student or you are hired as an employee of SCC, you provide alternate contact information to use as verification in the password reset process. If you have any problems with this please call the IT Helpdesk.

1. First, check the back of your Picture ID card or click on the **Find Your Username** from the SCC website.
2. The Link to **Find Your Username** and **Manage Your Password** is below the MySCC Portal button on the www.sccsc.edu/students/myscc-portal page.



How to Setup or Reset your Password

1. Click on "Manage Your Password"
2. Enter in your full college email address and enter the CAPTCHA code below.
3. Click Next.
4. Choose the contact method for verification (Alternate email, Alternate phone -Text or call)



Log in to MySCC Portal

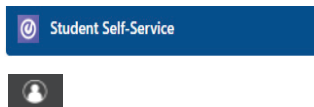
1. Go to <https://www.sccsc.edu>
2. Click on the MySCC Portal link at the top of the page.
3. Click on the MySCC portal Login Button
4. Log-in with your full SCC Email Address and password (SCCUsername@scsc.edu)



How Do I Change My Alternate Contact Info?

If you can login to **MySCC Portal**, you don't need us!

1. Click on "Student Self-Service"
2. Select "User Options"
3. Update Email Address & Phone Numbers
4. Click "Confirm"



Problem with Your Verification?

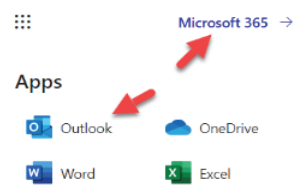
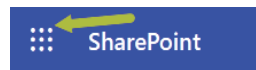
1. Call or Go to Student Records and update your phone number.
2. Email ITSupport@scsc.edu (send a picture ID and new number)
3. Contact the IT Helpdesk to update your phone number.

Not Able to Login to SCCOnline?

1. Contact SCCOnline
 - a. Email scconline@scsc.edu
 - b. Call SCCOnline support at (864) 592-4961
 - c. After-Hours/Weekends/Holidays call (877) 325-7778.

Accessing Email from the MySCC Portal

1. Login to MySCC Portal
 2. Click on the App Launcher icon from the top left corner.
 3. Click on the "Outlook" tile.
- You're in!!



The Portal includes Everything!!

Remember that your SCC Username and password will allow you to login to:

- Your Office 365 Email and OneDrive
- D2L (Desire2Learn)
- And many more...

STILL NEED HELP?

Ledbetter Building (Suite 110) Giles Campus Helpdesk / IT Support (864) 592-4682	Evans Academic Center Downtown Campus 1st Floor Room 180	L. Hoke Parris Bldg. Cherokee Campus Room 210	Tyger River Bldg. Tyger River Campus Room 326
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SCCSC.edu

SCC Information Technologies
(864) 592-4682 | ITSupport@scsc.edu
Monday -Thursday 7:30am-9:00pm
Friday 7:30am-1:30pm

Financial Aid Information

Federal Pell Grant, S.C. Need Based Grant and LIFE Scholarship Recipients

Year-round Pell Grant began summer 2018. If you have attended full-time (at least 12 credit hours) during the **fall 2025** and **spring 2026** semesters, you may be eligible for additional Pell funding for the **summer 2026** semester. The S.C. Need Based Grant will not be awarded for the summer semester. Life recipients cannot receive Lottery Tuition Assistance in the summer semester. If you plan to attend the **summer 2026** semester, please plan accordingly and budget for your costs. **Effective summer 2015 eligible LIFE recipients may use one of their terms of eligibility during the summer. Inquire in the Financial Aid Office for information regarding eligibility requirements.**

Federal Direct Loan Recipients

Loans are originated with the U.S. Department of Education after completion of the Direct Loan Request form, and it is determined that you meet all eligibility requirements. Even though the financial aid award letter may reflect Direct Loan funds, the proceeds will not be reflected in your estimated financial aid in your student account until you have completed entrance counseling and signed a Master Promissory Note (MPN). Students borrowing for their education should only borrow what they need and can reasonably repay. Loan money can only be used for education-related expenses. These expenses would include tuition, fees, books, supplies, living expenses (rent, utilities, groceries, etc.), and travel expenses. Federal student loan funds should not be used for non-educational expenses. Any excess funds remaining after institutional charges have been paid are disbursed to the student each term and it is the student's ethical responsibility to use these funds for educational purposes only.

When Is Fee Payment Due?

Fall 2025-August 04, 2025

Spring 2026-January 3, 2026

Summer 2026-May 04, 2026

When Can I Go to The BookInn to Purchase Books?

Fall 2025

August 4, 2025 – October 01, 2025

Spring 2026

December 01, 2025 – February 18, 2026

Summer 2025

May 04, 2026 – May 27, 2026

How Do I Get My Check?

If you have a credit balance remaining after your tuition, fee or book costs have been charged, your check will be mailed (update your address in the Records Office) on the following dates:

Fall 2025-October 15, 2025

Spring 2026- March 4, 2026

Summer 2026-June 10, 2026

Return to Title IV (R2T4) Policy

Your federal financial aid eligibility must be recalculated if you completely withdraw, drop out, are dismissed, or take a leave of absence prior to completing **60%** of a term. If you enroll in at least one class during the full term, your R2T4 calculation for all your classes will be based on the date for the full term. The following dates represent the **60%** point of each term:

Fall 2025

Full Fall-October 29, 2025

1st 5 Week-October 21, 2025

2nd 5 Week-November 25, 2025

Flex 10 Week-November 12, 2025

1st 7.5 Week-September 20, 2025

2nd 7.5 Week-November 25, 2025

Spring 2026

Full Spring-March 18, 2026

1st 5 Week-March 4, 2026

2nd 5 Week-April 21, 2026

Flex 10 Week-March 31, 2026

1st 7.5 Week-February 16, 2026

2nd 7.5 Week-April 8, 2026

Summer 2026

Full Summer-July 01, 2026

1st 5 Week-June 10, 2026

2nd 5 Week-July 15, 2026

Flex 10 Week -June 2, 2026

1st 7 Week-July 9, 2026

Federal financial aid includes the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Success Network and Federal Direct Loans. **A student who does not complete at least 60% of a term will owe a repayment to the College and/or the federal government the amount of unearned financial aid.**

This policy is printed in the SCC Catalog under College Costs.

Federal Work Study Program

The Federal Work Study - also known as FWS or Work Study - program is a federal student aid program which provides part-time jobs for eligible students. There are many opportunities for employment through FWS at SCC, including student services, bookstore, SCC Foundation and more! Since positions are limited, students should apply early. Interested students must complete the Free Application for Federal Student Aid (FAFSA) each year. For more information about the FWS program, contact the SCC Financial Aid Office Ladda Koulavongsa 592-4446 koulavongsa@sccsc.edu

Never Attending a Class, Eligible Courses and Repeating Courses

If you register for a class and do not attend at least one time, you cannot receive financial aid for that class. Before receiving a check, you should go to the Records Office and officially withdraw from any class that you have never attended and check with the Financial Aid Office to make sure your award amount is correct. You will be responsible for repaying any financial aid overpayment that you receive because of never attending a class.

You must be enrolled in an eligible program and meet all other eligibility criteria to receive financial aid. Federal aid will pay only for those courses required for graduation or as a prerequisite for courses required in your program. Academic advisors may report to the Financial Aid Office any student who is enrolled in a class that is not required for his or her program of study.

**** For federal aid programs only, once a student has completed a course two times, that course cannot count in the enrollment status.**

Rvdsd. 01/27/25

Online Payments & Direct Deposit Set-Up

Online Payment Instructions

Log Into the **SCC Student Portal**

Click on **Student Finance**

- Click on Make a Payment
- Click on Continue to Payment Center
- Select Term

Online Payment Plan Set-Up Instructions

Log Into the **SCC Student Portal**

Click on **Student Finance**

- Click on Make a Payment
- Click on Continue to Payment Center
- Click on Payment Plans
- Click on Enroll Now
- Select your term

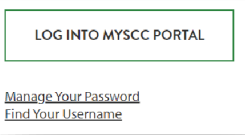
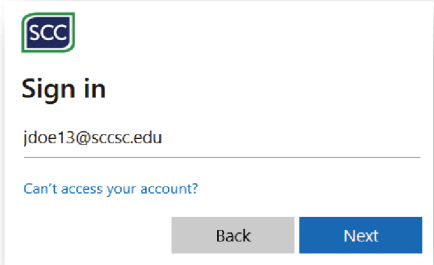
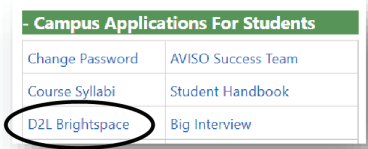
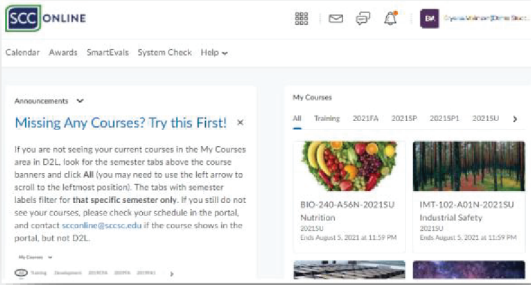
Direct Deposit Instructions

1. From the Student Portal click on Student Self-Service
2. Log into Student Portal
3. Click on Student Finance
4. Click on Make A Payment (Even if you owe \$0.00, click here to access the Payment Center)
5. Choose Continue To Payment Center which will take you to the Student Account Home page
6. Please read the notice carefully. Once read, check the Acknowledge and Accept box
7. Under My Profile Set Up, choose Electronic Refunds
8. You must complete the two-step verification to proceed to the next steps
Click on Refunds at top of ribbon to return to the setup screen after verification is completed
9. To add a new refund method, click Set Up New Account:
 - a. Follow instructions to enter bank information and billing information
 - b. Once you have verified the information is correct, save
 - c. Lastly, check the box to Acknowledge and Agree
10. If you have multiple refund accounts setup, you can select the desired account to send refunds to by selecting Update:
 - a. Click the account you would like to have refunds sent to
 - b. Continue
 - c. Accept the Agreement
 - d. Continue to save

****Please Note****

If you added new banking information, the status will say "Unverified". Once we process a successful refund to you, it will then become "Verified".

LOGGING INTO D2L BRIGHTSPACE

ACTION	VIEW
1. Log into the college website at https://www.sccsc.edu . Click on the MySCC Portal link at the top of the page.	
2. The MySCC Portal page will display. Click the LOG INTO MYSCC PORTAL button. The first time you log into the portal you will need to create a password by clicking Manage Your Password .	
3. Depending on your computer, you will be prompted to pick your SCC account from a list or to enter your full SCC email account (e.g. jdoe13@sccsc.edu) and click Next . 4. Enter your password and click Sign In . Off campus users may be asked to enter a code sent by text or automated phone call. You might be asked if you wish to stay signed in. Do not answer Yes if you are on a lab, library, school laptop, or other shared computer.	
5. The portal homepage will appear. Click on the D2L Brightspace link in the Campus Applications area in the right-hand column. You will be logged in automatically.	
6. Your D2L homepage will appear where you can select a course from the My Courses area. After selecting a course, you will see course announcements and links to course tools. Get started by clicking on Content and the Start Here module. Grades are under the Grades/Progress menu. If you are missing a course, email sconline@sccsc.edu and include your student ID# and the course and section number listed on your schedule (e.g. ENG-101-A99N).	

Rev. 8/2023



SCCONLINE

Phone: (864) 592-4961 or (888) 364-9080 toll free – E-mail: sconline@sccsc.edu – Web: <https://online.sccsc.edu>

Spartanburg Community College Important Links

Academic Advising - <https://www.sccsc.edu/students/academic-advising/>

Academic Calendar - <https://www.sccsc.edu/students/student-life/academic-calendar/>

Admissions - <https://www.sccsc.edu/admissions-aid/>

AIM Center - <https://www.sccsc.edu/students/success-programs/aim/>

Campus Maps:

Giles Campus - <https://www.sccsc.edu/about/locations/giles/>

Downtown Campus - <https://www.sccsc.edu/about/locations/downtown/>

Cherokee County Campus - <https://www.sccsc.edu/about/locations/ccs/>

Tyger River Campus - <https://www.sccsc.edu/about/locations/trc/>

Union Campus - <https://www.sccsc.edu/about/locations/union/>

Campus Police/Security - <https://www.sccsc.edu/students/safety>

Career Services - <https://www.sccsc.edu/students/career/>

Counseling Services - <https://www.sccsc.edu/students/counseling/>

Financial Aid - <https://www.sccsc.edu/admissions-aid/financial-aid/>

Library - <https://www.sccsc.edu/students/library/>

Registrar's Office - <https://www.sccsc.edu/students/registrar/>

SCC Student Life - <https://www.sccsc.edu/students/student-life/>

Student Disability Services - <https://www.sccsc.edu/students/sds/>

Success Coaches - <https://www.sccsc.edu/students/success-programs/success-coaching/>

Testing Center - <https://www.sccsc.edu/students/success-programs/testing-center/>

The Learning Center (TLC) - <https://www.sccsc.edu/students/success-programs/tlc/>

TRIO Student Support Services - <https://www.sccsc.edu/students/success-programs/trio/>



Dream it.



Chase it.



Live it.



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