

Vehicles parked on the grass, in loading zones, yellow-curbed areas, or in other prohibited areas where immediate removal is necessary may be towed at the owner's expense in addition to the imposition of a citation and a fine.

A student who wishes to discuss and/or appeal a traffic/parking citation should contact the Receptionist in Wilson Hall and complete an Appeal Form. An appeal must be filed within ten calendar days of the date on which the ticket is issued. If an appeal is not received by the Coordinator of Evening Services within the ten-day period, the right to appeal will be considered waived.

## **Student insurance**

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**I**t is the responsibility of the student to be covered by insurance in case of an injury related to a college-sponsored event. The parent, guardian, or student will be expected to assume all responsibility and shall not hold the College liable for any injury due to an accident related to a college-sponsored event, except for students who participate in intercollegiate athletic events and are covered by college accident insurance.

## **Student transportation and liability policy**

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**C**VCC does not generally provide transportation to students to and from classes, course-related field trips, or course-related endeavors. If, however, the College does make an exception to this policy, CVCC shall not be responsible for the safety of students or be liable for any loss of, or damage to, personal property or any physical injury suffered in traveling to or from, or while participating in, the respective activity.

## **Learning Resource Center**

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**T**he Learning Resource Center (LRC), located in Owen Hall, serves students, staff, faculty, and the community by providing access to a variety of resources and services that support and strengthen the instructional and community service programs of the college. To accomplish this mission, the LRC is committed to:

- Maintaining a comprehensive collection to enhance teaching and learning.
- Providing a well-equipped facility to support diverse learning styles and needs.
- Offering professional services to facilitate the usage of resources.
- Promoting information literacy and student success by conducting library instruction.

## **Learning labs**

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**Writing:** Students who need help to improve writing skills (such as spelling and writing essays, research papers, and book reports) may receive help in the Writing Lab. Instructors are on duty at various times throughout each week to help students. Labs are located in IPAC 112.

**Mathematics:** Students who need help in mathematics and/or additional help in mathematics courses may receive that help in the Mathematics Lab. The Mathematics Lab is staffed by instructors at various times throughout the week. Labs are located in BRS 206.