

Mission College  
**CalWORKs Program New Student Check List**  
Student Engagement Building SEC 144 (room 150)  
**Appointment Phone Number (408) 855-5228**

**OUT OF COUNTY INSTRUCTIONS**

**To Qualify for CalWORKs services at Mission College:**

- Fill out a Mission College application online at [www.missioncollege.edu](http://www.missioncollege.edu). You can also go to the Mission College Welcome Center - front lobby of SEC, for online assistance.
- Register for classes.

**Before you receive CalWORKs services at Mission College:**

- Have your county eligibility worker email your referral form to:  
Catrina Jamello-Mesa – Mission College CalWORKs Counselor
- Call to make a New Student Appointment in the CalWORKs Office (408) 855-5228.
- Arrive 20 minutes early to your appointment to complete the New Student Profile and Questionnaire prior to meeting with the counselor.

**Steps to take at Mission College before your first counseling appointment:**

- Go to the Assessment Center and take the Math, English and Reading or ESL Placement Tests (Room SEC 109). You will need to bring the "Mission College Assessment Preparation" form and both your student ID and a photo ID.
- Fill out a Financial Aid California College Promise Grant (formerly the BOG fee waiver). Go on-line to [www.missioncollege.edu](http://www.missioncollege.edu). Turn the application into the Financial Aid office (Room SEC 120) with proof of income - proof you are receiving a cash grant.
- Fill out the FAFSA application. Mail in or submit online at [www.fafsa.edu.gov](http://www.fafsa.edu.gov)
- Pay your fees: ASB, health, lab fees and parking permit fee. Submit your receipts to your worker for reimbursement.

Please call the CalWORKs office (408) 855-5228  
or come by SEC 144 (room 150) with any additional questions.

We look forward to meeting you and helping you achieve your goals!