

**How do I access my student email?**

Your assigned SPC Google Email account is the official channel of communication for South Plains College. To view the contents of your email folders, contacts, calendar, etc., you must first successfully login to **MySPC** with the username and password found on your acceptance letter. From the MySPC home page, click on the SPC Google Email link on the left side menu.



**Admissions and Records Contacts**

For questions regarding admission, or to inquire about the status of your admission file, please contact:

**Amanda Aranda**  
 (806) 716-2902  
[aaranda@southplainscollege.edu](mailto:aaranda@southplainscollege.edu)

**Bessie Costilla**  
 (806) 716-2374  
[bcostilla@southplainscollege.edu](mailto:bcostilla@southplainscollege.edu)

**Marsha Hargrove**  
 (806) 716-4644  
[mhargrove@southplainscollege.edu](mailto:mhargrove@southplainscollege.edu)

**Teresa Rice**  
 (806) 716-4660  
[trice@southplainscollege.edu](mailto:trice@southplainscollege.edu)

**Brooke Wells**  
 (806) 716-2187  
[bmwells@southplainscollege.edu](mailto:bmwells@southplainscollege.edu)

Dual Credit ..... **Vanessa Olivo**  
 (806) 716-2372  
[volivo@southplainscollege.edu](mailto:volivo@southplainscollege.edu)

Graduation ..... **Robin Coler**  
 (806) 716-2572  
[rcoler@southplainscollege.edu](mailto:rcoler@southplainscollege.edu)

Drops/Withdrawals ..... **Amanda Morin**  
 (806) 716-2570  
[amorin@southplainscollege.edu](mailto:amorin@southplainscollege.edu)

Degree Audit ..... **Elisa Longoria**  
 (806) 716-2575  
[elongoria@southplainscollege.edu](mailto:elongoria@southplainscollege.edu)

Transfer Credits ..... **Sylvia Valdez**  
 (806) 716-2578  
[svaldez@southplainscollege.edu](mailto:svaldez@southplainscollege.edu)

**Where do I go for assistance?**

**AskSPC@southplainscollege.edu**  
 or call (806) 894-9611, ext. 3300

**Admissions and Records**

Levelland .....ext. 2572, 2578  
 Reese .....ext. 4660, 2902

**Bookstore**

Levelland .....ext. 2399  
 Reese .....ext. 4610

**Business Office**

Levelland .....ext. 2400 or 2408  
 Reese .....ext. 4617 or 4676

**Advising Center**

Levelland .....ext. 2366 or 2368  
 Reese .....ext. 4606

**Dual Credit**

Ron Spears.....ext. 2340  
 JimAnn Batenhorst. ....ext. 2503

**Financial Aid**

Levelland .....ext. 3800  
 Reese .....ext. 4614 or 4661

**Housing** .....ext. 2379

**Campus Tours**.....ext. 2113

**Parking and Student ID's** ...ext. 2378 or 2377

**Scholarships** .....ext. 2219

**Special Services**

Levelland .....ext. 2530  
 Reese .....ext. 4654 or 4675

**Advising and Testing**

Levelland .....ext. 2530 or 2368  
 Reese .....ext. 4631 or 4689

**Veteran's Educational Benefits** .. ext. 2361, 4614

**SOUTH PLAINS COLLEGE LOCATIONS**

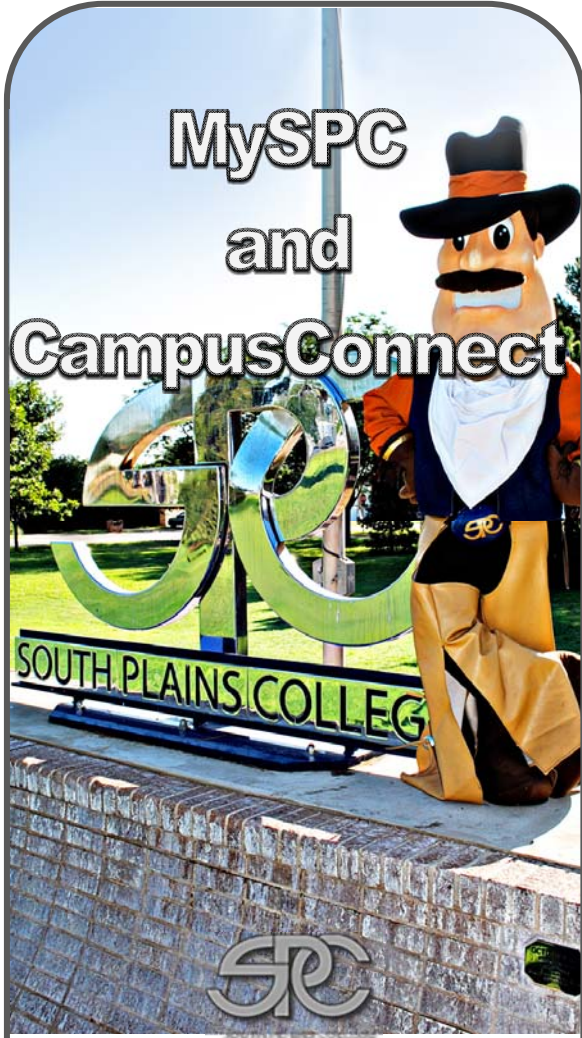
SPC Website: [www.southplainscollege.edu](http://www.southplainscollege.edu)

**Levelland Campus**  
 1401 S. College Avenue  
 Levelland, Texas 79336  
 (806) 894-9611

**Reese Center**  
 819 Gilbert Drive  
 Lubbock, Texas 79416  
 (806) 885-3048

**Byron Martin ATC**  
 3201 Avenue Q  
 Lubbock, Texas 79411  
 (806) 747-0576, ext 4677

**Plainview Center**  
 1920 W. 24th Street  
 Plainview, Texas 79072  
 (806) 716-4302



**MySPC**  
**and**  
**CampusConnect**

**SOUTH PLAINS COLLEGE**

**ADMISSIONS AND RECORDS**  
 1401 S. College Avenue  
 Levelland, Texas 79336  
[www.southplainscollege.edu/admissions](http://www.southplainscollege.edu/admissions)

**NON-DISCRIMINATION POLICY STATEMENT**

South Plains College does not discriminate on the basis of race, color national origin, sex, disability or age in its program and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Vice President for Student Affairs  
 South Plains College  
 1401 College Ave, Box 5  
 Levelland, TX 79336  
 806-894-9611



## What is MySPC?

MySPC is your online gateway to South Plains College information. MySPC provides you with personalized access to a wide range of campus resources and services in a single location including CampusConnect and student email. You can customize your site by adding or deleting pages to meet your personal needs including access to important announcements, news and events, college calendars and a personal planner. All South Plains College faculty, staff, and students have access to MySPC.

## How do I get a MySPC account?

Your MySPC account is automatically setup for you at no charge upon acceptance to South Plains College. The assigned username and password to access MySPC are included in your acceptance letter. The account information remains active up to one year after your last date of enrollment at SPC.

## How do I log in to MySPC?

To log in to MySPC, go to the South Plains College home page at [www.southplainscollege.edu](http://www.southplainscollege.edu) and click on the MySPC link located on the upper right corner. Once on the MySPC home page, enter your assigned SPC username and password.

## What is my username and password?

In most cases, your username is the first initial of your first name followed by the first eleven letters of your last name and the last four digits of your assigned SPC Student ID number. Your password is a four digit number assigned to you upon acceptance. It can be found, along with your username, in your letter of acceptance.

## What if I forget my username or password?

To retrieve your username, click on the "Forgot Username/Password?" link next to the login button. Once you retrieve your username, you will be given the opportunity to reset your password. Please email [askspc@southplainscollege.edu](mailto:askspc@southplainscollege.edu) or call (806) 894-9611, ext. 3300, if you continue to experience difficulties.

## What is CampusConnect?

CampusConnect is a free online service available through MySPC. CampusConnect allows students to register and pay for classes and to view and print important information, such as your class schedule, semester grades, unofficial transcript, as well as, account and financial aid status.

## How do I access CampusConnect?

To access CampusConnect, you must first successfully login to MySPC and then click on the "CampusConnect" tap located on the top menu.



## Dashboard

Dashboard is your personalized CampusConnect home page. Dashboard gives you quick access to most CampusConnect options in one customizable page. Drag and drop the available widgets to suit your needs.



## Registration Options

### Course Availability

To view available courses, select the desired semester, campus, and department then click on "Display Courses." Use the scrollbar to view all available courses.

### Add/Drop Courses

To add courses to your schedule, select the desired semester, campus, and department then click on "Display Schedule & Available Courses." Click on the "Add" button adjacent to the course you wish to add. To drop courses from your schedule, click on the "Drop" button.

### Schedule

Select the semester you wish to view and click on "Display Schedule." If you have registered for a course and it is not shown on your schedule, contact the Admissions and Records Office immediately.

### Grade Viewer

Grade reports are not mailed. To view your most recent final grades, select semester and click on "Display Grades." Previous semester grades may be viewed through the "Academic Transcript" option.

## Academic Transcript

[transcripts@southplainscollege.edu](mailto:transcripts@southplainscollege.edu) (806) 716-2570

Select this option to view or print an unofficial transcript. Transferred course worked may also be viewed. Official transcripts can be requested online 24/7 at [www.southplainscollege.edu/transcripts](http://www.southplainscollege.edu/transcripts).

## Degree Audit

[elongoria@southplainscollege.edu](mailto:elongoria@southplainscollege.edu) (806) 716-2575

Use this feature as an advising tool to determine how close you are to achieving your chosen degree or to "Degree Shop" and explore your options.

[svaldez@southplainscollege.edu](mailto:svaldez@southplainscollege.edu) (806) 716-2578

Transferred course work may be viewed through the Degree Audit option.

## NSC Degree Verification

Students can use the feature to print enrollment verifications for insurance or loan deferments.



## Account Options

### Review Financial Aid

[finaid@southplainscollege.edu](mailto:finaid@southplainscollege.edu) (806) 894-9611, ext. 3800

Select this option to view your financial aid award information. Questions regarding this information should be directed to your financial aid advisor.

### Financial Aid Transcript

### Review/Pay Account

[cramos@southplainscollege.edu](mailto:cramos@southplainscollege.edu) (806) 716-4676

[osmith@southplainscollege.edu](mailto:osmith@southplainscollege.edu) (806) 716-2409

Payments to your account can be made online by credit card or e-check from this option. Your schedule will be dropped if payment is not made by the semester's payment deadline.

### Direct Deposit Setup



## Student Information

### Demographic Data

[rcooler@southplainscollege.edu](mailto:rcooler@southplainscollege.edu) (806) 716-2572

[mhargrove@southplainscollege.edu](mailto:mhargrove@southplainscollege.edu) (806) 716-4644

Select this option to view and update your demographic data currently on file. Use this option to change your intent. To change your major, please see the advisor for your new major. If you have legally changed your name, please provide documentation to the Admissions and Records Department.

### Student Holds/Blocks

The "Add/Drop Courses" option is not available to you if you have a hold on your record. Contact the appropriate department regarding holds you may have on your record.