

Pierce College
Fall Semester 2013
OFFICE HOURS

August 26 to December 15, 2013

Office/Service/Facility	Time Monday to Thursday ²	Time Friday	Time Saturday
Academic Affairs Office	7:30 AM to 4:00 PM	7:30 AM to 4:00 PM	8:00 AM to 12:00 PM
Academic Affairs Evening Office (moves to HR Office in the evening)	4:30 PM to 8:30 PM		
Admissions & Records : The Office of Admission and Records will be open 7:30 am to 7:30 pm Monday through Thursday and Friday 7:30 to 4:00pm the first two weeks of the semester.	Regular Hours starting September 9, 2013 8:00 AM to 6:00 PM	Regular Hours starting Sept 9, 8:00 AM to 12:00	CLOSED
Administrative Services Office	8:00 AM to 4:30 PM	8:00 AM to 4:30 PM	CLOSED
Assessment Center (Monday)	8:30 AM to 5:00 PM	CLOSED	CLOSED
Assessment Center (Tuesday to Thursday)	8:30 AM to 6:00 PM		
Bookstore (during first two weeks of the semester)	7:30 AM to 8:15PM	7:30 AM to 4:00 PM	August 24, 2013 9AM to 2:00PM 9:30 AM to 3:30 PM
Bookstore (after the first two weeks of the semester)	7:30 AM to 7:00 PM	7:45 AM to 3:30 PM	CLOSED
Business Office	8:00 AM to 7:30 PM	8:00 AM to 4:00 PM	CLOSED
Center for Academic Success	9:00 AM to 4:30 PM	10:00 AM to 2:00 PM	CLOSED
Copy Tech Services	7:30 AM to 7:20 PM	7:30 AM to 3:50 PM	August 24, 31 8:30AM to 12:30PM
Counseling	8:00 AM to 7:00 PM	8:00 AM to 4:00 PM	CLOSED
ENCORE	10:00 AM to 1:00 PM	CLOSED	CLOSED
EOP&S (Tuesday to Friday)	8:00 AM to 4:00 PM	8:00 AM to 4:00 PM	CLOSED
EOP&S (Monday only)	8:00 AM to 6:30 PM		
Extension	10:00 AM to 6:00 PM	9:00 AM to 1:00 PM	CLOSED

Financial Aid / Scholarship / Foster Youth (First week of semester)	8:00 AM to 6:00 PM	8:00 AM to 4:00 PM	CLOSED
Financial Aid / Scholarship / Foster Youth (after first week of semester: Monday and Tuesday)	8:00 AM to 4:00 PM Mon and Tues	8:00 AM to 12:00	CLOSED
Financial Aid / Scholarship / Foster Youth (after first week of semester: Wednesday and Thursday)	8:00 AM to 6:00 PM Wed & Thus	8:00 AM to 12:00	CLOSED
Foundation Office	9:00 AM to 5:00PM	CLOSED	CLOSED
Freudian Sip	7:00 AM to 8:00 PM	7:30 AM to 3:30 PM	CLOSED
GAIN/CalWORKs	8:00 AM to 4:30 PM ¹	CLOSED	CLOSED
Health Center (Medical Clinic and Counseling)	8:30 AM to 7:00 PM	8:30 AM to 1:00 PM	CLOSED
Health Center (Counseling appointments)		8:30 AM to 4:00 PM	
Information Technology	8:00 AM -10:00 PM ¹	8:00 AM to 6:00 PM	CLOSED
Library	8:00 AM to 8:00 PM	9:00 AM to 3:00 PM	CLOSED
Mail Room Clerk Service (from August 26 to September 30, 2013)	7:30 AM to 7:30 PM	7:30 AM to 4:00 PM	8:00 AM to 3:00 PM
Mail Room Clerk Service (from October 1 to December 15, 2013)	7:30 AM to 4:00 PM	7:30 AM to 4:00 PM	8:00 AM to 3:00 PM
Media Center	8:00 AM -10:00 PM ¹	8:00 AM to 6:00 PM	CLOSED
Payroll	8:00 AM to 7:30 PM	8:00 AM to 4:30 PM	CLOSED
Personnel	8:00 AM to 7:30 PM	8:00 AM to 4:30PM	CLOSED
Special Services	8:00 AM to 6:00 PM	8:00 AM to 4:00 PM	CLOSED
Student Services Office	8:30 AM to 5:00 PM	8:30 AM to 5:00 PM	CLOSED
Transfer Center	8:00 AM to 7:00 PM	8:00 AM to 4:00 PM	CLOSED
Veterans Services	8:00 AM to 4:00 PM	8:00 AM to 12:00	CLOSED

Notes

1 – Due to staffing limitations the office may be closed at 12:00 noon for one hour.

2 – Except as noted