

## **Student Success Services**

### **Educational Support**

The College offers services and activities that complement academic programs to support the development of each student. The College maintains a staff of trained counselors and advisors who provide services to facilitate the academic, career and personal development of students. These services help students acquire skills and access resources necessary for academic success.

### **New Student Orientation**

New student orientation acquaints new students with the purposes and programs of the College, registration and curricular requirements and College services and personnel. New students planning to register for a program of study should participate in a new student orientation session where they will meet with an academic advisor, discuss future educational goals and register for classes.

### **Placement Testing**

Full- and part-time students registering for classes requiring specific skill levels in writing, mathematics or reading must take appropriate placement tests or the identified prerequisite college course. If placement test scores indicate a need for developmental education, this course work must be satisfactorily completed before enrollment in the college-level course. A student who presents SAT scores of at least 500 verbal and 500 math, from testing within the last five years, is not required to take placement tests and may register for college-level courses. SAT scores must be forwarded directly from the College Board to the College's testing center (173 Skirmisher Lane, Middletown, VA 22645 or 6480 College Street, Warrenton, VA 20187).

### **Academic Advising**

LFCC believes that an appropriate and interactive academic advising process is essential to student success. The College is committed to provide students with the guidance necessary to make appropriate academic and career decisions.

At LFCC, academic advising is a comprehensive and interactive process that utilizes both educational counseling and program planning.

- Educational counseling is provided by a staff of trained counselors and academic advisors to assist students in clarifying their life, educational and career goals.
- Program planning is then provided by faculty advisors to assist students in the development and implementation of an educational plan and course of action.

Upon application to the College and selection to a curriculum, students are assigned a faculty advisor. Students who change their academic goals should meet with a student success counselor to ensure appropriate curricular placement and faculty advising assignment.

### **College Success Skills**

Students are encouraged to enroll in a College Success Skills class (SDV 100 or equivalent) within the first 12 credits of their program of study at the College. The course is designed to help students transition to college and introduce them to College resources and services. Effective

study skills, career and academic planning and college transfer are among the topics offered to help students succeed in their course work.

### **Student Learning Services**

The College offers individual and small group academic support to students. Tutoring services and learning laboratories are available to students at no cost.

### **Disability Services**

The College supports the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The College's policy is a commitment to provide reasonable accommodations to students who have a documented physical or mental disability as they seek educational or employment goals. Students with a physical or mental disability diagnosed and documented by a licensed professional are urged to identify themselves to the College so they may be served under the Section 504 program. Students should see the campus disabilities counselor to discuss the process of requesting reasonable accommodations. The earlier students initiate the process by notifying the College of their disability, the sooner accommodations can be identified to provide equal opportunities for achieving success in educational goals.

### **TRIO Student Support Services Program**

TRIO provides academic and personal support services to eligible students to assist them in successfully completing their programs of study and achieving their personal and career goals. The program offers a wide variety of services and activities—including academic advising, career counseling, tutoring, mentoring, transfer assistance and social/cultural activities—designed to meet the individual needs of each student. Students may qualify by demonstrating an academic need and by meeting one or more of the following criteria:

- First generation students: Neither of the student's parents graduated from college with a bachelor's degree.
- Low-income students: Students who are eligible to receive financial aid or meet federal low-income guidelines.
- Students with disabilities: Any student with a physical, emotional or learning disability who requires academic assistance.

Contact the TRIO Program office at the Middletown Campus for further information.

### **Career Services**

The College offers services and resources to assist students and graduates to carry out their career plans. Trained counselors offer career assessment, individual advising and classroom presentations in the area of transfer planning, resume development and job search skills.