

STUDENT SERVICES

Every *SJVC* campus offers a wide range of academic, professional, and personal opportunities designed to support students' educational programs and learning needs. Student services vary by campus according to the needs of each student population however, the services discussed in this section are provided at every *SJVC* campus location.

For a full description of the services available at a particular campus location, students should contact the Dean of Student Services.

STUDENT ADVISING

SJVC is committed to the success of its students, both personally and academically. Students with academic concerns are encouraged to speak with their instructors as soon as possible in order to develop a course of action to assist them in becoming a successful student at *SJVC*. Students experiencing problems of a personal nature may discuss them with the Dean of Student Services. Members of Campus Administration may also refer students to appropriate community agencies that may be able to assist them with particular needs.

TUTORING SERVICES

SJVC offers a variety of tutoring services to its students, free of charge. The College recognizes the importance of tutoring in helping students achieve their educational goals. Students experiencing academic difficulties are strongly encouraged to take advantage of the tutoring services available to them as soon as possible. Some of the tutoring services provided by the College include one-on-one tutoring with an *SJVC* instructor or Student Center Coordinator, the development of personal training plans based on assessment examinations, and assistance in the development of study habits and techniques. Please refer to the **Student Handbook** for a complete description of the tutoring services provided by *SJVC* as well as the points of contact for those services.

LIBRARY AND LEARNING RESOURCE CENTERS

Every *SJVC* campus features a Library and Learning Resource Center ("LLRC") which provides students with educational materials San Joaquin Valley College
2011/2012 College Catalog

and services that support the *SJVC* curriculum, aid in independent study, and enrich the College experience. Some of the materials and services available through the LLRC's include access to reference materials, an extensive book and periodical collection, videos, computers with internet access and word processing capabilities, specific internet educational databases and collections, copy machines, and additional in-class learning resources which support the requirements of programs offered by the College. The LLRC's are staffed with trained and knowledgeable individuals who are available to provide students with research instruction and assistance as well as assistance in checking materials out of the LLRC. For information on loan policies, hours of operation, and overdue fine charges, students should visit the LLRC at their campus.

For more information on the specific materials and services offered at the LLRC's, please refer to the **Student Handbook**.

CAREER SERVICES

The Career Services Department offers a wide variety of career planning and employment-related services to current *SJVC* students and alumni. While *SJVC* does not guarantee employment, Career Services staff is available to assist students in developing job-readiness skills and to pursue employment in their chosen career fields. Some of the services offered include:

- Resume development
- Job search assistance
- Interview techniques
- Career development courses
- Career information panels
- Employment related workshops and programs

In addition, the Career Services Department offers the web-based *SJVC* Alumni Association which provides graduates with information concerning advertised job opportunities, career fairs, special events, and career related programs. The Alumni Association may be accessed through the College's official website (www.sjvc.edu) or on InfoZone. (Click on "SJVC Alumni" which appears in the left-hand navigation bar). For more information, please see a Career Services Representative.

ADDITIONAL INFORMATION AND STUDENT SERVICES

Additional information related to the provision of student services and campus life in general may be found in the **Student Handbook**, including:



New Student Orientation
Computer Locations
InfoZone
Financial Aid
Tuition, Fees, and Billing
Loan Management
Student Advising
Tutoring
Library and Learning Resources Center
Library and Information Resources Network
Personal Resources
Career Services
Alumni Association
Transcript Requests
Enrollment Verification
Campus Activities
Student Participation in the College
Governance System
Associated Student Body
Student Clubs and Organizations
Graduation Ceremony
Campus Safety
Animals on Campus
Guests on Campus
Skateboards and Rollerblades
Parking
Posting of Displays
Facilities
Student Surveys
Student Contacts