

## STUDENT AFFAIRS

Student Affairs provides an organized administration of educational services designed to support the instructional program. These services include student activities, counseling and testing, the Educational Opportunity Program, financial aids, foreign student assistance, housing, and placement services. The program also provides students with nonclassroom experiences which are primarily of an educational nature, such as general orientation to the college, cultural enrichment, and tutorial projects. The program and individual services are described in more detail in the following sections of this catalog.

## STUDENT ACTIVITIES OFFICE

The Student Activities Office, Room 286 of the Student Administration Building, provides services invaluable to the student who wishes to use them. The office publishes a weekly list of activities and maintains a master calendar of events for the entire school year. It provides information about campus organizations or the formation of new organizations on campus. Through the office, recognized student organizations may reserve facilities for meetings and other functions and obtain help in requisitioning audio-visual equipment when needed; students may obtain permits to distribute goods or literature on campus; information is available concerning new student orientation, the Child Day Care Center, student government, commencement ceremonies, and many other aspects of college life.

## COUNSELING AND TESTING

### ADVISING

*Admissions Advising.* The Admissions Office provides counseling to assist students in making application, in understanding admission requirements, and in utilizing the services of the college during the admissions process. Problems concerning evaluation of previous academic records should be directed to the Director of Admissions and Records.

*Academic Advising.* Each student is assigned to a faculty adviser who is a member of the academic department of the student's chosen field. The student uncertain of his choice of an academic major is assigned to a general adviser until a definite goal is chosen. A faculty adviser assists a student in planning his program of classes and in planning for the achievement of his long-range educational goals. The student, however, is expected to assume final responsibility for meeting all specific degree and/or credential requirements. The academic advising program is coordinated and serviced through the Counseling Center.

### STUDENT COUNSELING CENTER

The Student Counseling Center is staffed by full-time professional counselors and psychologists whose services are available, without charge, to all students desiring assistance. Matters discussed by the student and counselor are held in strict confidence.

*Educational Counseling.* The Counseling Center assists students who are having academic difficulties, those who are uncertain regarding their educational goals, and those who need information about educational requirements and programs.

*Vocational Counseling.* The Counseling Center assists students in self-appraisal of their unique interests and aptitudes and determining their vocational goals. Psychological and vocational tests are used as needed. A library of vocational information is provided; also, each academic department provides vocational advising pertinent to its field.

*Personal Counseling.* Counselors and psychologists help students who are concerned about personal matters. The emphasis is upon the student's personal growth and development.

*Group Counseling.* The Student Counseling Center provides opportunities to enter groups of from 8 to 12 students sharing the desire to grow and develop in self-awareness and sensitivity to other people's needs and feelings, and to find meaning and relevance for themselves in their relationship to others.

*Draft (Selective Service) Counseling.* The Center provides group and individual draft counseling to students seeking an appropriate response to their selective service obligation. Up-to-date draft counseling bulletins are also made available monthly in order to keep students informed about changes in selective service system procedures.