STUDENT SUCCESS AND SUPPORT SERVICES

Admissions & Records www.lavc.edu/admissions
Students apply online at www.lavc.edu. Most transactions can be done online. To add and drop classes, view registration dates, fees, check grades, and unofficial transcripts, students can access the menu on the Student Information System Portal. In person, students can make information changes to residency, name and address changes, order transcripts and submit petitions.

Assessment Center www.lavc.edu/assessment
The Assessment Center offers computerized assessments in English as a Second Language (ESL) to help place students in classes appropriate to their skill level. All new ESL students are required to take part in Placement, Orientation, and the Counseling Department's Student Educational Planning (SEP).

Career/Transfer Center www.lavc.edu/transfer
The Career/Transfer Center provides a wide variety of services to help students choose a major and career, and to transfer to a four-year college to obtain a bachelor's degree. Services include: workshops, career counseling, resource library, appointments with university representatives, and computers with internet access for career and transfer exploration.

Counseling www.lavc.edu/counseling
The Counseling Department assists students in achieving their educational and career goals; whether the educational goal is to take one course, job training, earn a certificate, an associate's degree or transfer to a four-year institution. Counselors provide students with assistance in creating Student Educational Plans (SEP), selecting appropriate classes, exploring educational and career options, and identifying the skills and resources critical to student success.

Financial Aid www.lavc.edu/financialaid
The Office of Financial Aid is open year round to assist with the applications, processing and delivery of federal, state and other sources of aid. Students can explore options by searching through various links and watching videos provided by Financial Aid TV, reading about updates on our Facebook page and periodically checking the home page.

International Students www.lavc.edu/international
The International Student Program provides a supportive environment and comprehensive academic counseling/advising to assist international students with completing their program of study in a timely manner. Services include: conducting special orientation sessions that help guide international students through a smooth transition in their academic life at LAVC; developing an individualized, comprehensive student educational plan for every international student in the program; advising on and facilitating compliance with U.S. immigration regulations; and serving as primary campus liaison to U.S government agencies (Department of Homeland Security, Department of State, Student and Exchange Visitor Program) in issues relevant to F1.

Outreach/Recruitment www.lavc.edu/outreach
The office of Outreach/Recruitment works with the community and local high schools to provide information and services to potential students to make their transition to Valley College as smooth as possible. Information sessions on campus placement, application workshops, and enrollment assistance are some of the provided services.

Service Learning www.lavc.edu/servicelearning
Los Angeles Valley College's Service Learning Program links students with volunteer opportunities. Through volunteer service, students gain valuable practical experience that can be related to any class. Many Valley College instructors incorporate Service Learning into their courses enhancing opportunities for learning, while allowing students to gain hands-on work experience in the community. Most requirements are about 15 to 20 hours of volunteer service per semester. Students must also maintain a “reflection journal,” challenging them to think, write, and talk critically about (and thereby learn from) their experiences. For more info, see Mr. Rick Brossman in the Counseling Department at brossmrs@lavc.edu.

TAP (Transfer Alliance/Honors Program) www.lavc.edu/tap
The Transfer Alliance/Honors Program (TAP) is designed to help first-time college students who plan on transferring to a four-year college or university. It consists of academically enriched transfer general education courses in which written expression and the critical analysis of ideas are stressed.

The TAP/Honors sections will provide academically motivated students the opportunity to learn in a challenging and stimulating learning environment. More than 85% of our TAP applicants have been accepted by UCLA over the last five years. Typically less than 30% of non-TAP applicants to UCLA have been admitted to UCLA over this same period. Our TAP transfers at UCLA have a better academic performance than non-TAP transfers and native UCLA students. Contact the TAP/Honors Director Laura Scott at scottlc@lavc.edu or Dr. Michael Gold, TAP/Honors Counselor at goldmc@lavc.edu.
Veteran Services [www.lavc.edu/veterans](www.lavc.edu/veterans)
The Veterans Resource Center (VRC) provides a supportive environment to eligible veterans to enable them to successfully transition to academic life. Students are provided with assistance towards meeting their educational and career goals; with veteran benefits and financial aid information; academic, career and personal counseling; and referrals to services on and off campus.

 unclear line

www.lavc.edu/ombudsperson

The office of Ombudsperson provides a prompt and equitable forum for resolving student(s) grievances under Administrative Regulation E-55. In addition to assisting students with grade grievances and/or other issues, the office of Ombudsperson provides information and resources to Los Angeles Valley College students, faculty, and staff.

 unclear line

SPECIAL PROGRAMS

Care [www.lavc.edu/eops/care](www.lavc.edu/eops/care)

CARE (Cooperative Agencies Resources for Education) supports the unique needs of EOPS students who are single parents by promoting self-sufficiency and academic success through tailored workshops, additional counseling, educational materials, and financial assistance for childcare.

 unclear line

Mosaic Center [https://www.lavc.edu/Mosaic-Center/Mosaic-Center.aspx](https://www.lavc.edu/Mosaic-Center/Mosaic-Center.aspx)
The Mosaic Center houses specially-funded support programs including Veterans Services, Black Scholars, and the Dream Resource Center. The Mosaic Center provides assistance to eligible students who have been disproportionately impacted and identified in the Student Equity Plan. We provide targeted outreach, counseling, tutoring, workshops, cultural celebrations and also connects students to other available resources on campus.

 unclear line

Guardian Scholars/CAFYES [www.lavc.edu/eops/guardian-scholars](www.lavc.edu/eops/guardian-scholars)
The Guardian Scholars and CAFYES Programs are designed to provide support for current and former foster youth attending Valley College. The program joins together the efforts of all campus student support services to assist students in reaching their academic goals.

 unclear line

Black Scholars [https://www.lavc.edu/Black-Scholars/Black-Scholars.aspx](https://www.lavc.edu/Black-Scholars/Black-Scholars.aspx)

Black Scholars is a learning community created to foster greater culturally relevant engagement, sense of belonging, and academic success for Black/African American students. Our primary focus is to support students in defining their future, motivating them on their path, cultivating their passion, and holding them accountable to their dreams. While this program is strategically engineered to increase the retention and matriculation of African American students at LAVC, Black Scholars and the Black Scholar Network are inclusive to any students interested in cross-cultural engagement centered on the Black experience.

 unclear line

The Dream Resource Center (DRC) at Los Angeles Valley College is here to support undocumented students throughout their educational journey. We are proud to support undocumented students in their access to and experience in higher education. We offer a variety of services and resources to promote the success of our students.

 unclear line

SSD (Services for Students with Disabilities) [www.lavc.edu/ssd](www.lavc.edu/ssd)
The SSD program provides support services, specialized instruction, and educational accommodations to students with disabilities so that they can participate as fully and benefit as equitably from the college experience as their non-disabled peers. An Academic Accommodation Plan (AAP) is developed for each student which links that student’s goals, curriculum program, and academic accommodations to his/her specific disability-related educational limitation.

 unclear line
TRiO/Student Support Services
www.lavc.edu/trio
The TRiO Program is a support system designed for first generation, low income and/or disabled students. Individual counseling, individual tutoring, academic workshops, cultural activities, transfer information, computer labs, and complimentary school supplies are provided free of charge and exclusively to TRiO students.

TRiO/Upward Bound
www.lavc.edu/upwardbound

Upward Bound Math-Science
TRiO/Upward Bound was established at LAVC in September of 2007. The program, funded by the U.S. Department of Education, offers high school students academic enrichment during the regular school year and a six week summer program to increase the rate at which high school graduates pursue post-secondary education. In addition to increasing competency in core subjects; English, Social Science, and Foreign Language; the TRiO/Upward Bound Math-Science program offers enrichment in Mathematics and Science.

Associated Student Union
www.lavc.edu/asu
The Associated Student Union (ASU) is a student-run organization that represents student interest here at Los Angeles Valley College. It is comprised of two branches: the Executive Council (a board of student-elected and appointed positions), and the Inter-Club Council (a board of representatives from all the clubs on campus). The ASU provides opportunities for leadership, inclusion, and team building in addition to providing fun activities on campus.

Student Engagement
www.lavc.edu/StudentEngagement
The office of Student Engagement is located on the second floor of the Student Union Building. Student Engagement serves as the hub to engage students in various ways: cultural events, leadership workshops, and personal development. The office encourages safe, positive, and inclusive opportunities for students to experience involvement and engagement during their time at LAVC. Student Engagement works closely with all campus departments to promote student-centered activities and opportunities.

Child Development Center
www.lavc.edu/childdevelopmentcenter
The Child Development Center is an on-campus, licensed childcare facility that provides developmentally appropriate programs for the children of students, staff, faculty and the community. The Center operates on the academic calendar. During the fall and spring semesters, the following programs are available: Day Preschool Program, Afternoon After-Kindergarten Program, and Evening School-Age Program.

Student Health Center
www.lavc.edu/studenthealth
Los Angeles Valley College students have access to health services on campus for your physical well-being. Students are treated with skill, care, and compassion with respect to your privacy and confidentiality. Medical assessments, examinations, and short-term treatment for illness and minor medical problems are available. No-cost services include physical exams, health assessments, and blood pressure checks. On campus services also include reduced-cost lab tests and immunizations.

Psychological Services
www.lavc.edu/studenthealth
We all have problems at times in our lives. Students often experience academic and personal stress and deal with numerous personal situations. The Psychological Services office is staffed by experienced clinical psychologists who can help students discuss problems, explore ideas for resolving problems, and help find workable solutions. All students are eligible for up to 12 visits per semester at no cost. A student’s experience at the Psychological Services will be private and confidential. No information regarding counseling will be revealed to anyone without written permission from the student or as mandated by law.

Title IX
www.lavc.edu/titleix
Title IX is a powerful tool for combating campus violence. The law requires colleges and universities receiving federal funding to combat gender-based violence and harassment and to respond to survivors’ needs in order to ensure that all students have equal access to education. Any sexual violence or physical abuse, as defined by California law, whether committed by an employee, student, or member of the public, occurring on college-owned or controlled property, at college-sponsored or supervised functions, or related to or arising from college attendance or activity, is a violation of District policies and regulations. These violations are subject to all applicable punishment, including criminal and/or civil prosecution and employee or student discipline procedures.

Library
www.lavc.edu/library
The LAVC Library provides library materials and services to support, implement, and enrich the college experience. Staffed by five faculty librarians and seven full-time support staff, the library holds more than 130,000 printed books and provides access to nearly 170,000 eBooks. The Library also has more than 60 public computers with Internet access and Microsoft Office for currently enrolled students. Additionally, there are numerous textbooks on reserve for student use.
The Academic Resource Center (ARC) provides individualized, collaborative, and self-paced learning opportunities and tutorial support for students. The services includes tutoring for writing across the curriculum in the Writing Center, tutoring for all levels of mathematics in the Math Lab, course embedded tutoring through STEP, and multi-disciplinary subject-specific tutoring in the General Tutoring Center. Small group study rooms, laptops, calculators, and headphones are available for student use. The ARC also provides access to 95 computers, where students can print in black and white for 10 cents a page and in color for 25 cents per page in the Computer Commons.

The Computer Commons has 97 computers available for student use. These computers have Internet access and Microsoft Office. Students can print copies for a fee.

General Tutoring provides drop-in tutoring. Tutoring is available in most subjects, including chemistry, physics, statistics, accounting, and economics.

The Math Lab provides drop-in tutoring. Students can be helped with all levels of math homework. Three to four tutors are available at any given hour to work with students on a one-on-one basis for short periods of time as needed.

The Reading Center is for students enrolled in Developmental Communications 22. In the Reading Center, you will find a range of modular, multimedia, self-directed programs that teach and reinforce phonics, vocabulary, reading comprehension, grammar, spelling and study skills.

The Writing Center provides walk-in and appointment tutoring for students to receive individualized help with any kind of writing, reading, or critical thinking assignment. Students can receive assistance through one-to-one and group tutoring sessions, writing workshops, and instructive handouts.

CalWORKs is a program for students on Temporary Assistance to Needy Families (TANF). The goal is to provide students with the academic and vocational skills which lead to meaningful employment. The program offers assistance with counseling, classes, childcare, books, paid work-study, tutoring and more.

HiSET and GED are exams that measures high school equivalency skills. In preparation of the HiSET and GED exams, we offer daily practice testing Monday-Friday from 8:00-12:00 to measure readiness as well as areas that need additional study in training for the official HiSET and GED exams.

CalFresh helps improve the health and well-being of qualified households and individuals by providing them a means to meet their nutritional needs.

Helping Hands Project-HHP: This program strives to be a safe place for LAVC students currently experiencing hardships due to homelessness and food insecurities. Our vision is to be a temporary bridge that allows students to successfully complete their educational plans at LAVC. The food pantry is available daily to all students and open to the public on Tuesday and Wednesday from 11:00-1:30. The Helping Hands Project goal is to have a hunger free campus.

CalFresh helps improve the health and well-being of qualified households and individuals by providing them a means to meet their nutritional needs.

The Citizenship Center welcomes prospective U.S. citizens. The center provides Department of Homeland Security (DHS) citizenship preparation, noncredit Civics, English as a Second Language classes, and assistance with immigration information and applications.

The LAVC Foundation is a non-profit organization established to benefit Los Angeles Valley College. The LAVC Foundation offers scholarship applications to LAVC students once a year beginning the third week of January with deadlines for submission falling generally in mid-March. Students may pick up applications beginning mid-January at the LAVC Foundation office located in the Administration and Career Advancement Building, Room 2201. Students will be asked to provide a copy of their unofficial transcript to determine eligibility. Eligibility requirements vary and are established by scholarship donors.

The LAVC Foundation is not responsible for outside scholarships, such as scholarships offered by corporations or other non-profit organizations.
The Office of Student Services is located on the second floor of the Student Services Center Building. You are welcome to visit us or call us at 818-947-2543.