Book VCCCD Administrative Procedure Manual

Section Chapter 5 Student Services

Title AP 5110 COUNSELING

Number AP 5110

Status Active

Legal Education Code Section 66736, 72620, 78210-78218;

Title 5, Section 51018

Title 5, Section 51024

Title 5, Section 55520

Title 5, Section 55523

Title 5, Section 55524

Title 5, Section 55530

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Counseling shall be required for all first time students enrolled, ~~for more than six units~~, students enrolled provisionally, and students on academic or progress probation.

Counseling Programs

The counseling services available in the counseling programs of the three District Colleges include at least the following:

* Academic counseling, in which the student is assisted in assessing, planning, and implementing his/her immediate and long-range academic goals;
* Career counseling, in which the student is assisted in assessing his/her aptitudes, abilities, and interests, and is advised concerning the current and future employment trends;
* Personal counseling, in which the student is assisted with personal, family, or other social concerns, when that assistance is related to the student’s education; and
* Coordination with the counseling aspects of other services to students which exist on campus, including but not limited to those services provided in programs for students with special needs, skills testing programs, financial assistance programs, and job placement services.

Confidentiality of Counseling Information

Information of a personal nature disclosed by a student in the process of receiving counseling from a counselor is confidential, and shall not become part of the student record without the written consent of the person who disclosed the confidential information. However, the information shall be disclosed when permitted by applicable law, including but not limited to:

* Disclosure as necessary to report child abuse or neglect.
* Reporting to the CEO or other persons when the counselor has reason to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student or other persons living in the college community.
* Reporting information to the CEO or other persons as necessary when the student indicates that a crime involving the likelihood of personal injury or significant or substantial property losses will or has been committed.
* Reporting information to one or more persons specified in a written waiver by the student.

Required Counseling, Advising and Other Educational Planning Services

Pursuant to Title 5, sections 55523-55524, Student Success and Support Program (SSSP),counseling, advising and other educational planning services shall be provided to all students. Services shall include, but not limited to, the following:

1. Assistance to students in the exploration of education and career interests and aptitudes and identification of an education and career goal and course of study, including, but not limited to, preparation for transfer, associate degrees, and career technical education certificates and licenses.
2. The provision of information, guided by sound counseling principles and practices, using a broad array of delivery, including technology-based strategies, to serve a continuum of student needs and abilities to enable students to make informed choices.
3. Development of an education plan to accomplish a course of study related to a student’s education and career goals.

See AP 5050 for Student Educational Plan

See Board Policy 5110 and 5050.