

**\*2.10** The institution provides student support programs, services, and activities consistent with its mission that are intended to promote student learning and enhance the development of its students. **(Student Support Services)**

Compliance       Partial Compliance       Non-Compliance

**Narrative:**

Chattahoochee Valley Community College (CVCC) provides student support programs, services, and activities consistent with its mission that promote student learning and enhance the development of its students. CVCC student services are designed to promote student academic achievement and to help students pursue realistic academic and career goals and examine their educational and vocational objectives. The student activities offered provide personal enrichment and improve the quality of student life and life in the community.

Distance education students have access to student support programs, services, and activities through the College [website](#), [Blackboard](#), [social media](#), and e-mail by way of the Dean of Student Services Office.

**FINANCIAL AID PROGRAMS**

Student support programs provide assistance to students who need [aid](#) in order to attend college. The College offers four types of aid: grants, work opportunities, loans, and scholarships. Application materials and further information on financial aid programs may be obtained from the Office of Financial Aid or from the Financial Aid section of the CVCC [website](#). Students must complete and mail the Free Application for Federal Student Aid (FAFSA) form or complete the application online at [www.fafsa.gov](http://www.fafsa.gov). If a student is eligible to receive a grant, loan or a college work-study job, he/she may receive the aid as long as he/she meets the [Standards for Satisfactory Academic Progress](#) applicable to all students and does not owe repayment on aid previously received. CVCC also offers a number of scholarships that cover in-state tuition. The College assists veterans and their dependents who may qualify for [VA](#) educational benefits.

***Federal Programs***

**Pell Grant (Title IV Federal Financial Aid)**

The primary source of student financial aid is Title IV Federal Financial Aid, also called the Pell Grant Program. Within one week after the student processes the online application, he/she receives a Student Aid Report from the Federal Government that indicates if he/she is eligible for a Pell Grant. If approved the student receives an award letter indicating the amount awarded.

**Supplemental Education Opportunity Grant (SEOG)**

This grant may be awarded to a student who, after receiving a Pell Grant, still has financial need. Awards are usually \$600 per academic year. The FAFSA form is used to determine eligibility. Preference is shown to students who meet the July 1<sup>st</sup> priority date.

**College Work-Study**

A student demonstrating need for financial assistance may be eligible for Work-study. This is a part-time job, paid on an hourly basis, to help finance his/her education. The amount of funds a student may earn is limited to the financial need he/she demonstrates. The number of positions available is limited, so preference is shown to students who meet the July 1<sup>st</sup> priority date.

## **Federal Stafford Student Loans (Direct Loans)**

Stafford Loans are provided through the Federal Direct Loan Program. There are three loan programs available for students.

**Subsidized:** A loan for which the Government pays the interest while the student is in college.

**Unsubsidized:** A loan for which the student is responsible for paying all the interest that accrues at any point in time.

**Federal Plus Loans:** An unsubsidized loan made to the parents of an undergraduate student.

Students must complete the FAFSA as well as an in-house Loan Information Sheet and undergo a one-on-one counseling session with a Financial Aid staff member. The student must also complete both the Loan Entrance Counseling and a Master Promissory Note online at [www.studentloans.gov](http://www.studentloans.gov). All of these steps must be completed and confirmed before loan processing may begin.

Student receiving any type of loan must meet [Standards of Satisfactory Academic Progress](#).

### ***Private Loans***

#### **Alternative Private Student Loans**

A student may be eligible to receive a student loan through a private vendor. Students may visit the Financial Aid Office for additional information.

### ***State Programs***

#### **Alabama Student Assistance Program (ASAP)**

The Alabama Student Assistance Program assists exceptionally needy students. It consists of Federal and State Student Incentive Grant funds and funds appropriated by the Alabama Legislature. ASAP funds are gifts that do not have to be repaid. These funds usually total \$600 per year. Students must complete the FAFSA form to apply. Priority is given to students who receives Federal Pell Grants and who meet the July 1<sup>st</sup> priority date.

### ***Scholarships***

#### **Presidential/Academic**

High school students with a grade point average of 85 percent or better in all academic course work are eligible to apply. Scholarships are awarded annually.

#### **Leadership**

High school students with a grade point average of 80 percent or better in all academic course work and who have been active in the school and/or community functions are eligible to apply. Scholarships are awarded annually.

#### **Ambassadors**

Students who have a grade point average of 80 percent or better in all academic course work in high school and are active in school and/or community functions are eligible to apply. Final scholarship recipients are selected by an interview process.

#### **Performing Arts**

The College awards a number of scholarships in Music (vocal and instrumental). Applicants must contact the Office of Financial Aid or the Chairperson of the Humanities Division.

### **Career/Technical**

High school students with a grade point average of 80 percent or better in all academic course work and who are interested in a career in an applied field of study are eligible to apply. Scholarships are awarded annually.

### **Athletic**

Scholarships are awarded based on a recommendation of the coaches and/ or the Athletic Director. Athletic scholarships are awarded for men's baseball and basketball and women's fast pitch-softball and basketball.

### **Foundation**

A limited number of scholarships are available from CVCC Foundation. They are awarded on a competitive basis, with financial need and grade point average being the primary considerations. Applicants must complete an application and be interviewed by the Foundation Scholarship Committee. The Foundation Scholarship Committee meets once each semester. Applications may be obtained from the Financial Aid Office.

### **Senior Adult**

The Alabama State Board of Education has approved the waiver of tuition for Alabama residents age 60 and over who wish to enroll in college credit courses. This scholarship only applies to tuition. It does not apply to fees, books, or supplies. Certain conditions may apply.

### **Military Benefits**

Veteran students and/or their dependents may qualify for VA educational benefits. Students must self-identify with the School Certifying Official (SCO) in the Financial Aid Office. Students receiving veteran's benefits submit all admission application requirements and official transcripts to the Admissions Office. A copy of the student's Certificate of Eligibility letter must be submitted to the SCO. Student enrollment must be [certified](#) by the SCO.

### **Other Forms of Financial Assistance**

In addition to the listed scholarships, the College offers a number of full and partial scholarships available through various endowments, clubs, businesses, and organizations. These scholarship awards are subject to availability of funds and are not to exceed one year. A list of scholarships can be found at the Office of Financial Aid.

## **STUDENT SUPPORT SERVICES**

Student support services are designed to promote student academic achievement from the time of admission to graduation and/or transfer to a four year college. They also help students pursue their personal goals. The College provides several services to students through the Learning Resource Center (LRC), Counseling, Advising, and Testing Office, learning labs, and WorkKeys program. In addition, students with [disabilities](#) can request accommodations and services through the Student ADA Coordinator. Distance Education students can contact the Office of Counseling, Advising, and Testing for orientation and have access to student support services through the College website and through links created on Blackboard. These links provide students with information on Counseling, Testing, and Advising services as well as how to apply for Financial Aid. In addition, a link is available through Blackboard for the *College Catalog and Student Handbook*. Any addendums to the catalog are posted there as well.

### **Learning Resource Center (LRC)**

The LRC offers students, staff, faculty, and community patrons of the facilities guidance for pursuing individual interests and educational goals through a variety of resources and services. The LRC offers electronic books, periodicals, audio-visuials, and printed books which are essential to student learning. Computer resources are provided in open labs throughout the Learning Resource Center.

### **Counseling, Advising, and Testing**

Counseling, advising, and testing services are offered to all students. Counseling services have a primary focus on identifying personal issues and offering the appropriate referral to a community agency for follow-up. Advising services focus on students' career planning and curriculum as well as advisement for students who wish to transfer to a four year college. Testing services are offered for placement, GED, and industry certifications. In addition, tests may be proctored for the needs of campus as well as other schools. Special ADA testing services are offered as needed.

### **Learning Labs**

To increase student learning, the institution provides learning lab services for English, mathematics, and computer resources. English and math [tutoring](#) is also offered through the Student Development Office.

### **WorkKeys**

The WorkKeys system is designed to help students improve and document their workplace skills to ensure they are ready to succeed in their chosen fields. WorkKeys exams are typically offered [twice per month](#) on the CVCC campus in the Work Force Development Office area (first floor of the LRC) for non-students. CVCC students take the exam as part of their class when enrolled in WKO 101. This class is required for all technical and applied associates' certificates/degrees with the exception of nursing.

### **Disability Services**

The institution supports students with disabilities in accordance with the guidelines of the [Americans with Disabilities Act](#) (ADA). Students with a documented disability who need assistance with admission, registration, orientation, or any other phase of college life must contact the Student ADA Coordinator.

### **Career Development/Job Placement**

Career development/job placement assistance services throughout the stages of a student's enrollment are offered through the Office of Counseling, Advising, and Testing. [Job announcements](#) are posted and [career fairs](#) scheduled to assist students in finding work.

### **Testing Services**

Chattahoochee Valley Community College (CVCC) offers an [interest inventory](#) to help students examine their educational and vocational objectives. Interested students contact the Office of Counseling, Advising, and Testing.

### **STUDENT ACTIVITIES**

[Student activities](#) are non-curricular activities that support the growth and development of CVCC students. The College provides a well-rounded array of student activities and events. CVCC student activities are appropriate to its purpose and encompass student interest with a wide range of organizations that provide students with opportunities to combine classroom activities, job-related tasks, and personal growth challenges.

These activities include student government, special-interest clubs, choral groups, band, and intercollegiate sports including basketball, baseball, and softball. Clubs and other organizations sponsor a variety of worthwhile cultural and intellectual assemblies open to students, faculty, staff, and members of the community to enhance learning.

Student growth and progress is provided:

- Through programs that develop leadership skills and encourage students to assume roles of significant responsibility
- Through promotion of a learning environment in all student activities and services
- Through encouragement of students to exercise their freedom and judgment while respecting the needs of the campus community
- Through activities that promote service to others on and off campus
- Through activities and services that maximize the opportunities of students to understand themselves and to grow and develop to their fullest potential

### **Student Government Association (SGA)**

The Student Government Association provides students the opportunity to be involved in leadership and decision-making. SGA is the acting governing body for students on campus, and serves as a liaison to the administration.

### **Athletics**

Chattahoochee Valley Community College (CVCC) does not discriminate on the basis of race, color, disability, sex, religion, creed, national origin, or age in regard to athletics. CVCC athletics teaches teamwork and leadership through accountability. The College participates in varsity competition in men's baseball, women's softball, men's basketball, and women's basketball.

### **Phi Theta Kappa**

Phi Theta Kappa is the international honor society for students of two-year colleges. Phi Theta Kappa encourages leadership and academic excellence in students attending CVCC through its local chapter of Alpha Theta Rho.

### **Career Fair**

The Annual Career Fair offers job opportunities and career exploration for students and the community.

Organizations, meetings, and events are advertised on the campus bulletin boards, CVCC website, college calendar, and on the campus activity screens. Students may form new organizations on campus with the [approval](#) of the Director of Student Development and the Dean of Student Services.

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## **SUPPORT DOCUMENTATION**

[College Website – Distance Education Resources](#)

[Distance Education Resources – Blackboard](#)

[Distance Education Resources – Social Media](#)

[College Catalog and Student Handbook, Financial Aid – Pages 225-227](#)

<a href="#"><u>College Website – Financial Aid</u></a>
<a href="#"><u>College Catalog and Student Handbook, Grants, Loans, and Work Opportunities – Pages 34-35</u></a>
<a href="#"><u>College Catalog and Student Handbook, Scholarships – Pages 37-39</u></a>
<a href="#"><u>College Catalog and Student Handbook, Federal Stafford Student Loans – Page 36</u></a>
<a href="#"><u>College Catalog and Student Handbook, Student Services – Pages 43-49</u></a>
<a href="#"><u>Tutoring Schedule</u></a>
<a href="#"><u>Career Readiness Center Testing Schedule</u></a>
<a href="#"><u>Americans with Disability Act</u></a>
<a href="#"><u>Job Announcement Sample</u></a>
<a href="#"><u>Career Fair Flyer – Spring 2013</u></a>
<a href="#"><u>Interest Inventory</u></a>
<a href="#"><u>College Catalog and Student Handbook, Student Development – Pages 227-229</u></a>
<a href="#"><u>College Catalog and Student Handbook, Student Development – Pages 227-228</u></a>