

Bookstore

Troy University-Phenix City, located across the street from CVCC, operates a college bookstore where CVCC students may purchase textbooks, supplies, and other course-related materials. Barnes and Noble manages the bookstore. Hours of operation are posted.

Buildings and grounds

A college campus reflects the student body's pride in their institution. Therefore, CVCC students are expected to help maintain the cleanliness, safety, and good order of the College's buildings and grounds. Students may not consume food or beverages inside classrooms or the Learning Resource Center. Students are also encouraged to report any campus health, safety, or maintenance problems or concerns to the Director of Facilities and Maintenance.

Building accessibility

It is the policy of CVCC to make its programs and services available, to the fullest extent reasonable, to students with disabilities. In keeping with that effort, accessibility ramps have been constructed at College buildings, sidewalks, and parking lots. In addition, elevators are available to provide full access to Wallace Hall, Brassell Hall, Fine Arts Hall, Instructional and Performing Arts Center, and the Learning Resource Center.

A student who has an accessibility problem should report it to the Director of Facilities and Maintenance or the College ADA Compliance Coordinator.

Counseling and guidance services

Counseling and advising services are available for current and prospective CVCC students in the Office of Counseling and Advising in Wilson Hall. These services include academic advising, career and placement counseling, testing, and personal guidance to help each student adjust successfully to college life, as well as registration, orientation for new students, and general-interest inventory testing. Educational and occupational information, including catalogs and course equivalence information from other colleges, are available in the Office of Counseling and Advising. Confidential interviews may be arranged at the student's request. All services are free and available to day or night students.

Pre-college counseling

Prospective or new students and transfers are strongly encouraged to participate in pre-college counseling. This program is coordinated by the Office of Counseling and Advising and helps entering freshmen and transfer students select courses to take for their chosen fields of study and to adjust more readily to their first semester/term at CVCC. During pre-college counseling sessions, students receive registration and financial aid information. Students or prospective students may contact the Counseling and Advising Office for information.

Academic advising

The Office of Counseling and Advising serves as the primary provider of advice on availability and content of programs, program prerequisites and graduation requirements, and the availability of courses and learning laboratories.

Faculty advisors

Faculty members are designated as student advisors to provide educational guidance in each student's field of interest or specialization. Faculty advisors are available to help each student arrange his/her class schedule and help provide information about the knowledge and skills required, as well as information about job opportunities in the student's field. Faculty advisors access (for each advisee) a program plan of study, which they use in helping students develop a schedule for each term's work at CVCC. Unclassified students who are interested in reviewing various programs at CVCC may also receive appropriate academic advising.

Referrals

If a student needs help with personal problems of a nature or degree beyond what is appropriate for college counselors, the student will be referred to other appropriate professional resources outside the College's environment.

Career development/job placement services

Career development and job placement assistance is provided through the Office of Counseling and Advising in Wilson Hall. Emphasis is placed on providing services throughout the stages of student enrollment: entry, matriculation, and exit. Entry services consist of assessing vocational interest and aptitude and counseling students regarding career selection in order to determine appropriate educational goals. Matriculation services consist of career resource information and research and are provided by the Office of Counseling and Advising. Students may use the Career Resource Center to search for comprehensive information regarding specific career fields. Finally, exit services consist of job development activities such as providing current job listings and employment information to graduates and students seeking employment, providing help with resume development and job interviewing, and providing referrals for area employees. Students are cautioned that job placement is not guaranteed. Rather, the College provides access to information and resources to help students locate employment opportunities.

Financial aid

CVCC attempts to make available to its students a wide range of opportunities to secure financial aid for their college expenses. Among available aid are the following:

College work-study program

A student who demonstrates a need for financial assistance may be eligible for a part-time job, paid on an hourly basis, to help finance his/her education. The amount of money a student may earn is limited to the financial need he/she demonstrates. The number of available positions is limited. Therefore, preferences will be given to students meeting the July 1 priority date.

Pell Grant program

The primary source of aid for a student is the Pell Grant program. Within two weeks after the student has made an application, he/she will receive an Eligibility Report that will indicate if he/she is eligible for a Pell Grant. If the student is eligible, he/she will receive an award letter from the Financial Aid Office.