

# **IMPORTANT NOTICE REGARDING COUNSELING SERVICES**

*From the Office of Counseling, Advising, and Matriculation*

*Although we have experienced a reduction in faculty hours, Counseling Services remain committed to assisting students with education and career planning. As an essential resource Counseling Services assists students to 1) sort out and understand educational options, 2) set educational and career goals, 3) create and monitor an educational plan for completion of degree and certificate requirements, and 4) tackle issues that interfere with personal and academic success.*

## **SUMMER 2010**

### **Continuing Students:**

*Summer counseling services will be cut back drastically. Continuing students should use counseling services during the spring 2010 semester which ends on Friday, May 28<sup>th</sup>. Although continuing students can access services via group counseling on a very limited basis from June 1 – August 18, they are strongly advised to meet with a counselor ASAP and schedule a meeting before May 27<sup>th</sup> to complete a student educational plan that includes course planning through fall 2010.*

### **New Students:**

*Counseling is part of the new IN PERSON COLLEGE ORIENTATION AND COURSE SELECTION WORKSHOP for new students. See new Steps to Successful Enrollment on page 7 of the Summer Schedule of Classes.*

## **FALL 2010**

*In fall 2010, Counseling Services will launch FOCUS GROUP COUNSELING. These groups will provide introductory and foundation information to students about targeted educational interests and goals. Only after attending a FOCUS GROUP SESSION or taking a CRER CLASS will students be eligible for one-on-one counseling appointments.*

### **1. FOCUS GROUP TOPICS**

- ✓ *Successful University Transfer Planning*
- ✓ *Undecided/Undeclared Students – How To Begin Planning*
- ✓ *Associate Degree and/or Certificate Completion*
- ✓ *Reinstatement Workshop for Dismissed Students*
- ✓ *Nursing Major Guidance*
- ✓ *Business Major Guidance*
- ✓ *Engineering/Computer Science Major Guidance*

### **2. ENROLL IN CRER CLASSES (under Career and Life Planning in the Fall Schedule of Classes)**

- ✓ *Use CRER classes to learn about student success and educational goals.  
See the fall 2010 Schedule of Classes for course offerings.*

### **3. USE COUNSELING SERVICES RESOURCES**

- ✓ *Use college website ([www.collegeofsanmateo.edu](http://www.collegeofsanmateo.edu)) for information.*
- ✓ *Use Transfer Services, Student Success Services, and Career Services*
- ✓ *Use self-help worksheets available on [www.collegeofsanmateo.edu/forms](http://www.collegeofsanmateo.edu/forms) for CSU GE review, IGETC review, associate degree general education review.*
- ✓ *Use the DEGREE AND CERTIFICATE EVALUATION feature of student WebSMART under Student Records find Degree/Certificate Evaluation.*