

Procedure 3.2513

Counseling Services Procedure

The counseling service provides professional assistance to all curriculum and continuing education students at no charge to assist them in making the most of their opportunities for academic and personal development while attending Beaufort County Community College. Counselors are available each workday and Monday through Thursday evenings by appointment to assist students in assessing and understanding their abilities, aptitudes, interests, and personal characteristics. Appointments are encouraged but students may be seen on a walk-in basis.

The counselors specialize in the areas of financial assistance, career planning and placement, admissions and assessment, academics, and personal concerns. The counselors are informed of current employment trends and have information available concerning job opportunities in order that students may make more informed career decisions. As the career direction is determined, the counselors are able to assist students in understanding programs of study which will facilitate the achievement of long-range goals.

Counseling Services for Curriculum Education

Counseling begins during the pre-admission process and continues through graduation. Qualified professionals are available to assist in solving problems which might affect the student's progress in school. The counseling component functions in cooperation with the faculty advising system.

Counseling Services for Continuing Education

The Department of Student Services provides counseling to continuing education students. The same services are available upon request for evening students and off-campus locations in Beaufort, Hyde, Tyrrell, and Washington Counties.

Counseling Services for Distance Education Students

Counseling services are available to distance education students. Distance education students may meet with a counselor in person, via phone appointments or electronic means.

References

Legal References: *Enter legal references here*

SACSCOC References: *Enter SACSCOC references here*

Procedure

Cross References: [Academic Support Services Policy](#)

History

Senior Staff Review/Approval Dates: 04/11/2016

Board of Trustees Review/Approval Dates: *Enter date(s) here*

Implementation Dates: *Enter date(s) here*

