



MONTEREY PENINSULA College

ADMINISTRATIVE PROCEDURES

Chapter 5 STUDENT SERVICES

5110

AP 5110 COUNSELING

The Monterey Peninsula Counseling Division is committed to engaging in practices that support and promote equity and inclusivity across the college through academic, personal, and career development of *all* students. The Counseling Division provides courses and workshops in college success, career planning, study skills, general transfer requirements, education planning, probation and dismissal, and other topics as needed. Counselors help students with self-exploration, personal development, decision making, and career/life planning. Counselors assist students with transfer applications and admission agreements with participating UC, CSU and private universities.

The counseling services available in the District's Counseling Division include the following:

- Academic counseling, in which the student is assisted in assessing, planning, and implementing their immediate and long-range academic goals;
- Career counseling, in which the student is assisted in assessing their 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 their education;
- Coordination with the counseling aspects of other services to students that 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;

Counselors also provide:

- Workshops to assist students in developing an abbreviated Student Education Plan (SEP) for one or two semesters, in order to begin taking classes toward the student's educational goal;
- Assistance in developing the Comprehensive Educational Plan, which identifies the student's education goal and course of study, and details courses and requirements needed to complete them, and follow-up services for revision of the student's education plan as needed;
- Instruction in a variety of topics that supports students' success in college. These are offered through the Personal Development curriculum taught by counseling faculty.
- Academic counseling follow-up services designed to evaluate the academic progress of, and provide support services to, those who may be on academic or progress probation/dismissal status, or at risk students.
- Counseling support for students who are at risk of losing financial aid eligibility.
- Referrals to campus and community resources as needed to support students



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- Advocacy for students; including identifying and mitigating barriers to student success.

Confidentiality of Counseling Information: Information of a personal nature disclosed by a student 12 years of age or older in the process of receiving counseling from a counselor is confidential, and shall not become part of the student record without 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 Superintendent/President 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 within the college community; reporting information to the Superintendent/President 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.

Counseling shall be required for all non-exempt students and for the services delineated in the Student Success Act.

See Board Policy 5110 - Counseling

References: Education Code Section 72620 and 72621
Title 5 Section 51018;
ACCJC Accreditation Standards II.C.5

Approved: October 12, 2021