

# STUDENT SERVICES



## Advising and Counseling Department (661) 395-4421 / (661) 720-0000 (Delano)

### Program Mission Statement:

Academic Advising and Counseling at Bakersfield College is an on-going, intentional, educational partnership dedicated to student academic success. The college is committed to an academic advising and counseling system that guides students to:

- Discover and pursue life goals;
- Support diverse and equitable educational experiences;
- Advance students' intellectual and cultural development; and
- Teach students to become engaged, self-directed learners and competent decision makers.

Comprehensive academic and vocational advising and counseling services are available to all Bakersfield College students in the Advising and Counseling Center, located on the lower floor of the Student Services Building on the Panorama Campus and at the Delano Campus. Educational advising for Career and Technical majors is available in the FACE 16 (395-4089), educational advising for Allied Health students is available in MS 153 (395-4476), educational advising for Science, Technology, Engineering and Mathematics majors (STEM) in SE 40 (395-4811), advising for student athletes in GYM 9 (395-4681), and financial aid educational advising and planning is available in the main campus and the Delano Campus in the Financial Aid office, SS174 (395-4582) at the main and Delano campuses (720-2011).

Counselors and advisors are able to provide students with guidance in the following areas:

- Reviewing student assessment (placement) test results and other information to determine appropriate course options;
- Exploring academic and educational goals, and identifying possible educational options;
- Developing abbreviated and comprehensive educational plans;
- Explaining certificate programs and degrees available at Bakersfield College;
- Assisting with identification of transfer options and course

requirements for University of California (UC), California State University (CSU), independent and out-of-state institutions, and;

- Providing referral information to other student support service programs on the BC and Delano campuses, as well as to other off-campus resources.

In addition to one-on-one advising and counseling sessions, the center also provides answers to quick questions during peak enrollment times, drop-in advising, New Student Counseling workshops, Educational Planning workshops and transfer-related workshops throughout the Academic year. Counseling faculty also teach student development courses for educational planning, career development and student success. Students will find these courses listed in the online class schedule under "Student Development".

Other Advising and Counseling functions include:

- Outreach/support to incoming high school students
- Orientations, both face-to-face and online sessions
- International Students Program
- Support for students on probation
- Student Peer Advocate Leaders (PAL)

The Advising and Counseling Center at the main campus is located in the Larry Robinson Counseling Center, in the lower floor of the Student Services (SS) Building. In the Delano Center, Counseling Services are located in Science and Technology and the A&R Buildings at the Delano Campus.

### *Follow Up Support Services*

Helping you stay in college is important to us. We realize that there are many reasons that students fall behind in their work, drop classes and perform lower than the required minimum cumulative grade point average of 2.0. Advisors, counselors and other support staff will work with students experiencing difficulty. If you fall into academic difficulty and are placed on academic or progress probation or dismissal, counselors can help you create a personalized student success plan to get you back on track. If you are

on probation, a hold will be placed on your registration and you will be required to take an online probation workshop.

### **Testing and Placement (661) 395-4479**

The Bakersfield College Assessment Center offers the following tests: Compass, the College Level Examination Program, the Automotive Excellence Tests, and other testing programs. Students may call the Assessment Center for schedule information.

A student parking permit is required to park in all parking lots. Day permits are available at the dispensers located in all parking lots.

### **Athletics (661) 395-4266**

The Bakersfield College Athletics program started in 1922 and is known for its quality, its success and the sportsmanship of its students. Over the years former Renegade student athletes, coaches and staff have returned to support the Bakersfield College Athletics program. Community support also plays an important role and is demonstrated by attendance at sporting events and by contributions from the community. This sense of Renegade pride and loyalty contribute to the strong foundation of today's athletic program.

Bakersfield College has over 400 Renegade student athletes annually. There are nine women's sports which include basketball, cross country, golf, soccer, softball, swimming, tennis, track and field and volleyball. There are also nine men's sports which include baseball, basketball, cross country, football, golf, swimming, tennis, track and field and wrestling. Collectively these programs have accumulated 168 Conference Championships, 13 State Championships, and 10 National Championships.

Bakersfield College is a member of the Western State Conference and is governed by the California Community College Athletic Association. Bakersfield College student athletes are supported by a dedicated coaching staff, certified trainers, equipment personnel, and an athletic educational advisor. Every effort is made to ensure compliance with the regulations of the Western State Conference, the CCCAA and the NCAA transfer rules.

Renegade student athletes are privileged to compete on the grounds of one of the premier community colleges in the nation. Memorial Stadium is arguably the most recognizable and note-worthy venue in all of community college sports. This iconic and historic facility is home to the Renegade football team, as well as the track and field teams. National championship teams and world records are the hallmarks of Memorial Stadium.

The Dean and Adah Gay Sports Complex is home to the softball field and Gerry Collins Baseball field. CCCAA Softball State Championships has made this facility their home since May 2010. In May 2012, both softball and baseball championships were held at the complex. The volleyball, wrestling and basketball teams all compete in the Gil Bishop Sports Center,

The philosophy of the Bakersfield College Athletics Program mirrors a code of conduct that exemplifies hard work, commitment and accountability—to act like a winner on and off the fields and courts of play. Sportsmanship, as well as achieving their potential as productive members of the community is expected of all Bakersfield College student athletes.

As the Bakersfield College Athletics Department celebrates 92 years, we strive to continually build on the great tradition of The Renegade Legacy.

### **California Work Opportunities and Responsibility to Kids (CalWORKs) (661) 395-4351 / (661) 395-4047**

The CalWORKs Program is a state funded program. CalWORKs is designed for students enrolled at Bakersfield College who are recipients of CalWORKs/TANF and are not sanctioned. The program can assist these parents with work opportunities and other educational expenses related to attendance at Bakersfield College. CalWORKs also provides special services which include: academic, career, and personal counseling; workshops for academic success; work study; holiday celebration/spring picnic; awards/recognition ceremonies. The Bakersfield College CalWORKs Program additionally offers confidential liaison and advocacy between students, the college, the Department of Human Services, and other community agencies. For additional information on CalWORKs and eligibility to receive these services, please contact the CalWORKs Office. Students have to attend an orientation if interested. The Kern County Department of Human Services is also on campus at least once a week during the semester to assist students. The CalWORKs Office is located on the second floor of the Student Services Building.

### **Child Development Center (661) 395-4368**

The Child Development Center and State Preschool provide a comprehensive early care and education program that serves college student families and their preschool age children, ages 2 to 5 years. Placement in the program follows state guidelines to assign each family a priority rank based on income and family size. First priority enrollment is given to income eligible families with documented need for services who are Kern Community College District students working toward a specific profession or career goal. Our services support and assist student families to successfully complete their college courses and achieve their goals. In addition, the Child Development Center provides demonstration/observation laboratory classrooms for college students majoring in child development, health careers, and other helping professions. Student interns can gain hands-on experience in our best practices classrooms working with children under the supervision and direction of our licensed teachers.

The center is primarily funded through the California State Department of Education and is licensed through the California Department of Social Services. All teachers have professional training in child development/early childhood education and are certificated through the California Commission on Teacher Credentialing.

Applications can be found at [www.bakersfieldcollege.edu/student/cdc](http://www.bakersfieldcollege.edu/student/cdc). Click on Apply Now! then follow the instructions to drop off or mail in the completed application. Applications are also available at the Child Development Center, Room 202, during regular business hours.

### **Computers for Student Use (661) 395-4696**

Use of the instructional computers by students at Bakersfield College is encouraged. Access to academic computing services is a privilege enjoyed by all students. The Computer Commons, located

in the Library, is an open lab. Student workers are available to assist students in the use of these computers.

Unauthorized access or use of academic computing facilities is in violation of Section 502.b-c of the California Penal Code. Offenders will be disciplined and/or prosecuted in accordance with existing college policy and California law. For details of campus computer policies, see the student handbook, which is available from the Student Government Association in Campus Center, room 4.

### **Career Center (661) 395-4083**

The Career Center is located in the Larry Robinson Counseling Center. The virtual Career Center website can be found at [www.bakersfieldcollege.edu/career\\_center](http://www.bakersfieldcollege.edu/career_center). The Bakersfield College Career Center provides resources for assisting students in making career choices that match their interests and natural talents. Resources include self-assessments and career information. The Center is designed to meet the needs of all students depending upon where they are in the career development process.

### **Disabled Student Programs & Services**

#### **Panorama Campus (661) 395-4334**

#### **Delano Campus (661) 720-2000**

Disabled Student Programs & Services assists the college in providing equal access to educational opportunities for students with disabilities. Disabled Student Programs & Services provides reasonable accommodations to students with documented physical, communication, psychological, developmental, and learning disabilities who are enrolled in classes through Bakersfield College. The department provides accommodations and support services which may include, liaison with California State Department of Rehabilitation and other community resources, test taking assistance, special equipment, mobility assistance, note taking, assistive computer technology, special classes, sign language interpreters, written materials in alternate format, and learning disability assessment. These services are intended to prepare and support students to participate on an equal basis with their non-disabled peers. For college material in alternate format, contact Disabled Student Programs & Services.

### **ESL Tutoring (661) 395-4570**

The ESL Tutoring Program provides tutoring sessions for both international/foreign students and students whose first language is not English. Students benefit from this service by improving their language and reading skills and therefore their successful completion of course work in language skills.

### **Extended Opportunity Programs and Services (EOP&S) and Cooperative Agencies Resources for Education (CARE) (661) 395-4351**

The EOP&S Program is a state funded program that serves students from low-income and educationally disadvantaged backgrounds. Services include academic, career and personal counseling, peer mentoring, financial aid advising, scholarship information, transfer assistance, books and other support services. The EOP&S Program's primary goal is to encourage the enrollment, retention and transfer of students with educational disadvantages to facilitate the successful completion of their goals and objectives in college. Students must complete the Free Application for Federal Student

Aid (FAFSA) to determine eligibility and be enrolled in full-time coursework (12 units).

The CARE component offers additional grants and/or services to full-time students who are single parents, TANF recipients, and have at least one child under the age of 14. CARE participants must qualify for financial aid. Services offered include peer mentoring, counseling, tutoring referrals, single-parent workshops, follow-up support and special events.

For additional information on EOP&S/CARE and eligibility to receive these services, please contact the Office of EOP&S/CARE. The Office of EOP&S/CARE is located on the second floor of the Student Services Building. EOP&S services are also offered at the Delano Campus.

To apply, print the EOP&S application found at [www.bakersfieldcollege.edu/student/eops](http://www.bakersfieldcollege.edu/student/eops) and submit to the Office of EOP&S.

### **Financial Aid**

#### **Panorama Campus (661) 395-4428**

#### **Delano Campus (661) 725-2011**

Students seeking financial assistance to meet the costs of education are encouraged to contact the Office of Financial Aid, located in the Student Services Building (SS 150). A variety of grants, scholarships, and part-time employment opportunities are available for students who qualify on the basis of financial need, enrollment in six or more units leading to a degree or certificate, and satisfactory academic progress.

All students are encouraged to complete the Free Application for Federal Student Aid at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to be considered for the following programs. The financial aid priority filing date is March 2.

#### ***Board of Governors Waiver***

The Board of Governors Waiver is supported by the state of California and waives the enrollment fees for eligible California residents. The Board of Governors Waiver is available for students that have already qualified for other types of financial aid and for students who have exceptionally low incomes including recipients of TANF, SSI, or General Assistance.

#### ***Book Vouchers***

Book vouchers area available for Pell Grant-eligible students to purchase books and supplies.

#### ***Cal Grant B***

Cal Grant B is for students from disadvantaged and low income families.

#### ***Cal Grant C***

Cal Grant C is for students enrolled in a vocational program.

#### ***Extended Opportunity Program and Services (EOP&S)***

Extended Opportunity Program and Services is a state-funded program offering access and retention services including books for low-income, educationally disadvantaged students.

***Cooperative Agencies Resources for Education (CARE)***

Cooperative Agencies Resources for Education is a state-funded program offering supportive services and financial assistance for low-income, single parent EOP&S students.

***Federal Pell Grant***

Federal Pell Grants are a grant program based upon need, cost of attendance and level of enrollment.

***Federal Supplemental Educational Opportunity Grant***

Federal program which provides additional grant assistance for students with exceptional financial need.

***Federal Work Study***

On campus employment is available through Federal Work Study, a federally funded program for students who can demonstrate financial need and enrollment in six or more units. Employment is used to fund college expenses.

***Scholarships***

Cash awards provided by the Bakersfield College Foundation and local groups and organizations for students who can demonstrate academic merit and/or financial need.

Information concerning financial aid programs at Bakersfield College can be obtained by personal contact, by phone, or at [www.bakersfieldcollege.edu/finaid](http://www.bakersfieldcollege.edu/finaid). After you have applied for financial aid, you may check your financial aid status by logging in to InsideBC at [inside.bakersfieldcollege.edu](http://inside.bakersfieldcollege.edu).

**Student Health and Wellness Program (661) 395-4336**

The Student Health and Wellness Program is located in the Campus Center. To schedule appointments for any services, come to the clinic. Walk-ins are also welcome.

***Medical Services***

The Student Health and Wellness Program Center provides diagnosis and treatment of a wide variety of general medical conditions. The services meet many student healthcare needs, including acute conditions such as fevers, respiratory illnesses, stomach pains, sprains and strains, skin rashes, and minor surgical procedures. The Center also treats and manages patients with chronic conditions such as asthma, diabetes and other diseases. Physicals, TB testing, and some vaccines are available free of charge. Students can access medical services free five times per semester. Student health insurance coverage is available for campus-related injuries.

Health-related literature and a variety of over-the-counter medications are available free of charge.

***Mental Health Services***

The Center offers services to address students' mental health concerns. Students are eligible to receive six free one-hour short term counseling (talk therapy) sessions per semester. Group therapy self-improvement classes are also available.

***Mentoring and Peer Program Services (MAPS)***

The Student Health and Wellness Program utilizes the expertise of students who are trained to provide educational programs and outreach. The peer education program known as MAPS is made up of

students who serve as resources, referral agents, and role models for other students.

***Clinica Sierra Vista-Delano Campus***

***Mental Health (661) 720-2003***

***Medical (661) 725-4780***

Students at the Delano Campus receive free medical and mental health services from Clinica Sierra Vista. Delano Campus students can access MAPS services, free over-the counter medication, and health-related literature in the Delano Science and Technology Building. Student health insurance coverage is available for campus-related injuries.

**Job Placement Services (661) 395-4550**

The Job Placement Center assists students and alumni in finding both part and full-time jobs. The Center offers various workshops and assistance with job search strategies, resume writing, interview skills, labor market information, job coaching, and skills identification. The College Central Network website is the central location for both on and off-campus job postings. The website also provides information about Bakersfield College career events, workshops, hot job e-mails, and access to community employers. Visit the Job Placement website at [www.collegecentral.com/bakersfieldcollege](http://www.collegecentral.com/bakersfieldcollege). Job Placement Center services are free to students and Bakersfield College alumni.

**Learning Center (661) 395-4433**

The Jerry Ludeke Learning Center, on the second and mezzanine floors at the west end of the Student Services Building, is comprised of various learning opportunities and well-trained instructors and tutors. The Center offers tutorial services; reading and writing classes; learning and study skills courses; open-entry math courses; a writing center, and a basic skills computer lab. For students who wish to improve their memory, note taking or test taking skills, the Learning Center has short-term courses in these and other study skills subject areas.

Individuals who want to study mathematics may enroll in a hybrid math course in the Learning Center. Courses are taught using a combination of the Internet-based program ALEKS and one-on-one help from instructors in the Math Lab in the Learning Center. Courses are available in Modern College Arithmetic/Prealgebra (MATH B50), Elementary Algebra (MATH B60), and Intermediate Algebra (MATH B70). Students work at their own pace and have the opportunity to complete more than one course in a semester. More information is available on the Learning Center website, [www2.bakersfieldcollege.edu/mlc](http://www2.bakersfieldcollege.edu/mlc).

**Writing Center (661) 395-4735**

Students needing help with writing assignments may visit the Writing Center. The Writing Center offers guidance in every stage of the writing process, from generation of essay ideas, through development and organization, to citation of sources. Consultants at the Writing Center can help students to take charge of their own writing process and learn new techniques to become more successful writers of college essays. The Writing Center also offers access to computers so that students may work on their assignments at their own pace. The Center takes appointments, but consultants can also assist walk-in students on a first-come, first-served basis. For a successful 30 minute consultation, students

are encouraged to bring their assignment sheets, hard-copy notes and drafts, and any other needed material, and to be prepared to discuss their assignments with their consultant. ESL consultants are also available. More information is available on the Writing Center website, [bakersfieldcollegewritingcenter.weebly.com](http://bakersfieldcollegewritingcenter.weebly.com).

### **Library (661) 395-4461**

The Grace Van Dyke Bird Library provides access to information in a variety of ways and formats. In addition to the over 89,000 books in the collection, the library subscribes to 140 periodicals and six online full-text periodical and newspaper indexes. The library is fully automated, with access to the catalog and periodical indexes not only on campus, but off-campus as well as via the Internet. Reference librarians are available during library hours to assist library users with research needs.

Other services available to all library users include:

- Library Research workshops
- Individual carrels for quiet study
- Study rooms for group work
- Photocopying & computer printing
- Wireless internet and computer access via computers in Computer Commons
- Telephone reference service

Students and staff use their current Gades Card for library circulation privileges. Community members may also have circulation privileges with a payment of an annual fee. Inquire at the circulation desk for details.

### **Mathematics, Engineering & Science Achievement (MESA) (661) 395-4776**

Bakersfield College's Mathematics, Engineering & Science Achievement (MESA) program center, located in the Science and Engineering Building, Room 46, is dedicated to serve underrepresented students in the fields of mathematics, engineering, and the sciences, and who plan to transfer to a four-year institution to complete a baccalaureate degree. MESA requires participation in at least nine orientation workshops for one semester. In addition, the program requires student involvement in one of the following activities per semester: academic excellence workshop; orientation workshops; professional, career development seminars; or capstone projects. These workshops and activities provide students with critical practice in problem solving techniques as well as exposure to career development in mathematics and science based fields.

MESA offers students book vouchers, scholarships, stipends, free tutoring, field trips to four-year colleges and industries related to students' fields of study, industry internships, and an environment for studying and networking.

### **Office of Outreach and School Relations**

The Office of Outreach and School Relations' primary focus is to facilitate the entry and transition of prospective students into the Bakersfield College community by providing services, resources, and support to enhance academic development and success.

Our staff is available to meet with you to provide general information about the campus, answer questions related to the application process, and to inform you about the many opportunities available at

the college. We look forward to having the opportunity to meet with you and we encourage you to take a tour of our campus.

### **Office of Student Life (661) 395-4355**

The Student Government Association of Bakersfield College (SGA) is the student governing organization and has the major responsibilities for campus clubs, organizations and the student activities program in general. The goals of the program work in conjunction with the college's goals to provide opportunities for leadership and personal development, group cooperation and collaboration and the enrichment of student life on campus.

The legislative authority of SGA is contained within the Executive Board and Student Senate. The Executive Board members and student Senators are elected by the students each spring. All official actions undertaken by the SGA stem from the decisions of the Executive Board and Student Senate.

Bakersfield College has broad club and organizational participation representing academic, service, spiritual and special interest organizations. The Office of Student Life coordinates campus activities through representation from each club and organization.

Campus organizations stimulate new interests, provide opportunities to develop necessary life skills and enhance campus and community life. In addition to general coordination, SGA seeks to cultivate a meaningful activities program. In particular, SGA stages Homecoming in the fall and Spring Fling in the spring, which are two of the major events held on campus during the year. Students interested in any of the clubs or organizations at Bakersfield College may obtain further information in the Office of Student Life, located in Campus Center, room 4.

### **Student Conduct**

The Board of Trustees of the Kern Community College District, in support of public education and the exercise of general supervision of the campuses of the district, believes that student conduct must reflect the standards of good behavior expected by society. Since public education is furnished by the people of the district, it becomes a privilege for students to have this opportunity to further their education.

Students shall respect constituted authority. This shall include conformance to state laws, board regulations, college regulations, and applicable provisions of civil law.

Students are expected to observe high personal standards of decency, morality, honesty, and social relationships. Student conduct should reflect consideration for the rights of others, and students are expected to cooperate with all members of the college community.

Failure to respect the standards as set forth by Bakersfield College may be cause for disciplinary action.

Copies of the Bakersfield College Student Conduct Code Policies and Procedures may be found in the student handbook.

### **Transfer Center**

The Transfer Center offers resources and services to all students. The center facilitates the transition of students from Bakersfield

College to a baccalaureate college or university. The center helps reduce the complexity of transferring by using articulation and transfer agreements, major preparation and application/personal statement workshops.

Bakersfield College has guaranteed transfer admission agreements with University of California, Davis; University of California, Irvine; University of California, Merced; University of California, Riverside; University of California, Santa Barbara; and University of California, Santa Cruz. Admission advisors from California State University, Bakersfield are housed in the Bakersfield College Advising and Counseling Center and regularly work with students to ease the transition between Bakersfield College and California State University, Bakersfield. Other college representatives visit campus periodically and a current schedule can be found on the Transfer portal at [inside.bakersfieldcollege.edu](http://inside.bakersfieldcollege.edu).

Transfer workshops are offered throughout the year. The Transfer Center maintains current catalog information for California public and private schools. Computers with access to online resources such as [www.assist.org](http://www.assist.org) to help students with choosing major preparation courses for transfer to California State University and University of California are available. The Transfer Center is located in the Larry Robinson Counseling Center, Student Services building, room 37.

### **WorkAbility III (661) 395-4070**

In cooperation with the State Department of Rehabilitation (DOR), Bakersfield College provides job placement for students with disabilities through the WorkAbility III program. A disability may include physical, communication, learning or emotional disability. Assistance with part-time jobs, full-time jobs, internships and work experience placement is provided by WorkAbility III. WorkAbility III also offers job search skills training, including resume writing and interviewing skills. These services are provided to Bakersfield College students who are also clients of DOR. In addition, DOR may provide financial aid which may cover the cost of fees, books and other services.

If a student with a disability believes he/she may qualify for services from DOR, the student can visit the DOR office at 1405 Commercial Way, Suite 120, Bakersfield, or call (661) 395-2525. Eligible students are urged to apply for services from Disabled Student Programs and Services at the beginning of the semester.

### **Veterans Services (661) 395-4414**

Bakersfield College is approved as an institution of higher learning for the training of veterans and veterans' dependents entitled to educational assistance.

#### *Educational Benefits for Veterans and Dependents*

To be eligible for veterans benefits the veteran must have as an educational objective an associate or baccalaureate degree or a certificate of achievement. The Veterans Administration will not pay benefits for courses that do not fit in a veteran's selected program. The following students may be eligible for veteran's educational benefits:

1. Veterans who were separated from active duty with the armed forces within the past 10 years who participated in the following programs:
  - a. Montgomery GI Bill-Active Duty Educational Assistance program (Chapter 30).

- b. The Post - 9/11 Veterans Educational Assistance Act of 2008 (Chapter 33).

- c. Montgomery GI Bill - Selected Reserve Educational Assistance Program (Chapter 1606).

- d. VEAP (Chapter 32) - Contributory VEAP or Section 903 - Services beginning on or after January 1, 1977 through June 30, 1985.

- e. Vocational Rehabilitation (Chapter 31) - Veterans who served in the Armed Forces are eligible for vocational rehabilitation if they suffered a service-connected disability while on active service. A veteran who plans to enter Bakersfield College under Chapter 31 is required to have the Veterans Administration approve his/her occupational choice prior to enrollment in college.

2. Spouses and/or children may be eligible for:
  - a. the Dependent's Educational Assistance Program (Chapter 35). A student must be the child or spouse of a veteran who is deceased or who has a service-connected disability rated at 100 percent.
  - b. Chapter 33 benefits if the veteran elects to transfer benefits.

Dependents of veterans with disabilities (spouses and/or children) may be eligible to receive tuition-free assistance at any California post-secondary educational institution.

Additional information may be obtained at Window 6 in the Office of Admissions and Records in the Administration building or at the Veterans Resource Center, in Campus Center, room 30.