

## **SECTION X – Guidance Program/Academic Advisement**

The Faculty believe that each individual is unique and has a contribution to make to the community. The guidance program offers opportunities to the student to identify options for personal and intellectual growth and to be responsible for his/her own decisions.

### **PURPOSES – The guidance program assists the student to:**

Identify potential.

Adjust to the school/community.

Develop short and long-range goals.

Utilize the problem-solving process in dealing with personal, professional and academic problems.

Explore professional options in nursing.

Identify rights and responsibilities.

### **PERSONNEL OF THE GUIDANCE PROGRAM**

Faculty and staff actively contribute toward achievement of the Guidance Program Purposes. A mechanism is in place whereby referrals can be made to individual specialists and/or community agencies when needed in specific instances.

### **GUIDANCE AND COUNSELING SERVICES**

#### **PREADMISSION**

Preadmission counseling begins when an individual submits an application to the school. Preadmission counseling is conducted primarily by the Office of Student Affairs.

#### **FINANCIAL AID**

Financial Aid counseling is the responsibility of the Coordinator, Student Affairs for all enrolled students.

#### **ACADEMIC/ CLINICAL**

Initial academic/clinical counseling is the responsibility of the nursing instructor. School administration becomes involved when/if the student is placed on academic/clinical probation. Conferences between the instructor/student are conducted on a regular basis.

Students placed on probation are notified in writing at the time the probationary status occurs.

## **LICENSURE/TRANSITION**

Opportunities are provided for writing resumes and sample letters of application. The process of NCLEX-RN application and licensure is detailed. Each student is assisted in completing the appropriate forms. See Application for Licensure Policy.

A display of current college/university bulletins, job opportunities and articulation materials is available in the Library.

## **PERSONAL COUNSELING**

While initial counseling services are provided by the Office of Student Affairs, individual nursing instructors, and/or academic advisors, a student is encouraged to seek out any member of the faculty whom they prefer for counseling purposes.

Professional services are available in the health system and the community.

Community resources/referrals are made available via the Hospital's informational Meditech system.

School Administration and Faculty are available to students to assist them in referrals to individual specialists and/or specialized community agencies of their choice. Thus, students presenting unusual or difficult problems may receive needed assistance.

## **ACADEMIC ADVISEMENT**

**The Faculty believe the guidance program is based on the uniqueness of the individual who has varying amounts of potential. The guidance program offers opportunities to the student to identify options for personal and intellectual growth and to be responsible for their own decisions.**

### **Outcomes:**

1. Students will be assigned an Academic Advisor upon entering the program.
2. A first meeting with the student is scheduled during the first semester following the faculty presentation of the Study Skills and Test Taking Strategy Workshop (mandatory student participation).
  - At the initial meeting, the student's Study Habits Profile is reviewed.
  - Meetings are documented on the Academic Advisement – Student Progress Report.
3. The Academic Advisor will meet with students at least once during the semester/session.
  - It is the responsibility of the student to contact the advisor.
  - Academic Advisors will be available to meet with the students during posted hours and by appointment as needed.

- Advisor/student meetings may include discussion of:
  - A. Standardized Test Results
  - B. NCLEX Intervention Program (NIP)
  
- Advisors may refer students to:
  - A. Eastern Gateway Community College Learning Center
  - B. Utilization of NCLEX Review textbooks/CD ROM's
  - C. Utilization of instructional/tutorial/testing computer software programs
  - D. Utilization of stress relaxation techniques
  - E. Review of Textbooks on test-taking techniques i.e. *Test Success* by Patricia Nugent or *Soar to Success* by Paulette Rollant