### 7.3 Counseling, Assessment, and Referral Services

**Last Revised:** July 2011

**Policy:** Piedmont Community College believes that availability of counseling, assessment, and referral services are critical components for student success. The College’s professional personnel provide these services for students.

**Purpose/Definitions:** Student Development counselors provide limited personal counseling and advising, as well as instruction in life skills, and intervention to assist students who may be experiencing difficulties in their classes.

- Information concerning admission and graduation requirements, financial aid, employment trends, job opportunities, and student policies are a part of the services provided by the counseling staff.
- Support services for students enrolled in distance education courses may be obtained by contacting counseling or Distance Education staff.
- The counseling staff use assessments such as interest inventories and tests to enable students to better understand their strengths, needs, interests, and values. Counselors are available to administer and interpret these assessments by request of individual students.
- Counseling staff will provide assessment and referral for personal counseling issues to community agencies.
- Counseling staff, in conjunction with local mental health officials, will provide crisis intervention services.

**Approval Authority/Monitoring Authority:** Piedmont Community College’s Board of Trustees has approval authority for this policy. Vice President, Instruction & Student Development and the Vice President, Continuing Education have monitoring authority for this policy.

**Procedure:**
1. Students who need counseling and/or assessment services will be directed to Student Development or to the appropriate Continuing Education area.
2. Student Development will refer students to outside providers for counseling and/or assessment services beyond the scope of Student Development.

**Legal Citation:**

**History:** Effective October 1988, revised October 2001, reviewed March 2011