

McLennan Community College

POLICIES AND PROCEDURES

Reference:	G-I	Effective Date	03/05/21
Subject:	Advising and Career Services		
Source:	Vice President, Instruction & Student Engagement		
Approval Authority:	President	Approval Date	03/05/21
History:	Previously effective 10/27/2014, replaced policy dated 07/08/2014		
Remarks:	Policy title and content updated.		

The primary purpose of academic advising is to engage students in the continuous and collaborative process of creating student-centered educational plans that are compatible with the students' career and life goals. To assist current students in identifying the right career path, career assessment tools are utilized to examine the student's values, personality, interests, and abilities. Online resources are provided to help students with career decision-making. Students are offered assistance with writing their resume and cover letters and job interview preparation. The department utilizes the College Central Network (CCN) software system to help with job placement. This service is available for all students and alumni interested in seeking full time, part time, or internship opportunities.

Furthermore, Student Engagement maintains transfer information and degree plans to assist students planning to transfer to a four-year college or university. In addition, Advising Specialists provide academic advising for students seeking an Associate of Arts (AA) or Associate of Science (AS) degree.

All services to currently enrolled students are free of charge. In addition, others in the community may access services provided by Student Engagement. The following charges apply to those individuals not enrolled at the College:

- Strong Interest Inventory \$25.00*
- Myers Briggs Type Indicator (MBTI) \$25.00*

*These charges include interpretation by an Advising Specialist.