The mission of the Student Success Center is to empower and support all EVC students to accomplish their educational, career and personal goals by offering orientation, assessment, counseling, transfer, work experience and student follow-up services based on our college guiding principles of equity, opportunity and social justice.

In accordance with the Student Success Act of 2012, students are required to complete mandatory orientation, assessment, and counseling (educational plan); the process ends when students achieve their educational goals.

At EVC the Student Success Center has set up an accessible and comprehensive process to help you succeed.
The College responsibilities are to provide:
• Orientation in person or online
• Assessment before course registration
• Counseling - Educational Plan (Ed Plan)
• Referrals to specialized support services
• Evaluation of each student's progress

The student responsibilities are to:
• Attend an orientation
• Complete placement testing
• Identify an academic and career goal
• Declare a specific course of study during first semester or before 15 degree applicable units are completed
• Meet with a Counselor to develop an Ed Plan
• Attend class, complete coursework and maintain satisfactory academic progress

The Student Success Center includes many programs and services that will help you to succeed.

• Orientation - The purpose of an orientation is to familiarize students with the campus, learn about degrees and certificates offered, and to develop a one-semester Ed Plan that will begin your foundation for your academic career. You have the option of an in-person or an online orientation. The online orientation requires an in-person Counseling appointment to develop a one-semester Ed Plan.

• Assessment - All new students are required to take the assessment test. The test is designed to determine reading, writing, and math ability. It is not a pass or fail test!

• Counseling - The primary goal of Counseling is to assist you in mapping out your academic goals and career objectives. Our counselors are committed to your academic success and deliver this process through a comprehensive range of counseling services.

• The Career & Transfer Center - The Career & Transfer Center offers a variety of resources and support services to assist students in planning a smooth transition to a four-year college or university. Students can also visit the center to explore careers, choose a major, research and apply for jobs and internships, prepare for interviews, connect with employers and more. The Career & Transfer Center is here to assist you on your college transfer or career pathway!

• The Early Alert Program is designed to identify students who are in need of support and inform them of resources available to help them be successful. Instructors, counselors and support staff work together to provide you with the academic and personal support needed.

• The ASPIRE Program (Asian/Pacific Islander Resources for Excellence) is designed to increase the academic and personal success of Asian/Pacific Islander students, utilizing the commitment and skills of faculty, staff, and mentors.

• The AFFIRM Program (Academic Force for Inspiration, Retention and Matriculation) is an academic program focusing on African American students which emphasizes the successful completion of the “cognitive core” areas of study.

• The Enlace Program - The mission of the Enlace Program is to help Chicano(a)/Latino(a) students successfully complete the academic core (English, Math, and Science) and to guide them effectively through transfer and occupational courses in a timely manner.

• OASISS is a center designed to serve DREAMers and immigrant students in a safe space. Services are provided by sensitive, knowledgeable and experienced personnel.

• The Honors Institute is designed to bring together students and faculty who share a demonstrated commitment to academic excellence. It is intended to challenge students to produce quality scholarship work and to achieve intellectual development within the general education program.

• Service Learning Program - The mission is to advance and integrate Community Service-Learning as an integral component of a student's education. The Center works closely with faculty members to create service projects that promote cross-cultural awareness, civic responsibility, and social justice.

Call: 408-270-6475
Email: StudentSuccess@evc.edu
Location: SC 250
Website: www.evc.edu/current-students/student-success

Non Discrimination Statement
Evergreen Valley College provides equal access and opportunity and does not discriminate on the basis of ethnic group identification, race, color, language, accent, immigration status, ancestry, national origin, age, sex, religion, sexual orientation, gender identity, marital status, medical condition, veteran status and physical or mental disability. We are committed to providing an inclusive and welcoming environment for all students, staff, faculty and members of our local community.
Welcome to Evergreen Valley College! As we approach our 40th year as a college, we continue to offer excellence in education to students throughout Silicon Valley. Whether your goal is to attend college for an associate degree or to transfer to a university, we will work with you to achieve your personal objective! Our students come from all walks of life – from those who have just graduated from high school to those who want to return for more education; from those who are busy with families and careers to those who want advanced training in their chosen field. We instill a passion for lifelong learning and an appreciation of diverse cultures and people. We prepare our graduates to work in a global society with skills needed to think critically both in the classroom and beyond. Evergreen Valley College offers flexible class schedules and hybrid courses to accommodate students’ busy lives and personal obligations. Our campus prides itself on offering students individual attention; with small class sizes students really get a chance to know their professors. Please visit our website, walk through our beautiful campus, and see for yourself why Evergreen Valley College is the place to be! Tomorrow begins today at EVC.
TOP 10 REASONS TO ATTEND EVERGREEN VALLEY COLLEGE

1. **Affordability** - Evergreen Valley College is an outstanding value! At $46 a unit or an annual full-time enrollment fee of $1,100, in comparison to $6,600 at CSU and $13,200 at UC. Financial aid and scholarships are available to HELP FUND your education!

2. **Location** - Nestled in the foothills of the Silicon Valley and situated on 175 acres of land, the campus offers a park-like setting and a serene learning environment. Evergreen Valley College is the premier community college in San Jose, CA.

3. **Academic Excellence** - Associate Degrees that offer academic excellence and rigor! Nursing program with national and state accreditation standing; Engineering programs incorporating latest technologies, such as 3D printer; Surveying and Geomatics, one of a kind program in the region; Automotive programs with specialized Honda certification; Computer Aided Drafting & Design (CADD) for the aspiring architect; and Associate Degrees of Transfer (AA-T, AS-T) in Administration of Justice, Business Administration, Communication Studies, English, History, Mathematics, Physics and Psychology.

4. **Academic Enrichment** – Learning occurs inside and outside the classroom! From award winning publications such as the Evergreen Valley College Literary Magazine *Leaf by Leaf* to academic events like Author’s series and the Annual Spring Poetry Festival, Black History, Women’s History, Asian & Latino heritage, and Veterans Events. Classes are taught by award winning, highly trained and credentialed faculty, as compared to teaching assistants who often teach general education courses at four-year universities.

5. **Transfer Opportunities** - Offering the new Associate Transfer Degrees (ATD) with guaranteed admission to the California State University system OR the Intersegmental General Education Curriculum (IGETC) AND Transfer Admission Guarantee (TAG) for admissions to the University of California system.

6. **Small Class Size** - Small class sizes averaging 30-1, students receive personalized attention and the opportunity to develop one-on-one relationships with their professors.

7. **Open Access** - YOU can attend, if you are 18 years of age or older, or received a high school diploma, or completed a GED. Even high school students can enroll and get a head start on college course work.

8. **Outstanding Support Services** - Services designed with student success in mind, because failure is NOT an option! Academic guidance, career exploration & personal counseling; tutoring in most academic subjects, specialized Math tutoring & peer tutoring; early alert & academic intervention strategies; accommodations for students with disabilities; health care services; services and assistance for single parents; financial aid and much more. All available free of charge!!!

9. **Diversity** - EVC celebrates the rich experience and different perspectives that each student brings to the institution, and recognizes the value of preparing students to function in an increasingly diverse and global society.

10. **Vibrant Campus Life** - FROM academic enrichment events such as the Author’s Series featuring high profile poets, novelists and writers: Student’s Poetry Festival; Veteran’s Day Celebration; Asian, Black & Hispanic & Women’s HERstory Heritage Month Celebrations and University Campus Visits TO exciting student activities featuring Week of Welcome: AS Club Rush; Spooktacular Student Support & Service Fair; Turkey Bowl/Student vs. Faculty Football Game; Cinco de Mayo Celebration; Spring Ice Cream Social, Tet Festival and an active Associated Student Government.

Act NOW! Follow five easy and convenient enrollment steps, most which can be done online:

1. Complete the admissions application
2. Take a placement exam*
3. Complete new student orientation
4. Meet with a counselor to prepare your Educational Plan (a roadmap to success)*
5. Register for classes

*Steps 2 & 4 must be completed at the campus

Your roadmap to success starts TODAY!!

To learn more about EVC visit our website at www.evc.edu or contact us at:

**Student Success Center**
Call: 408-270-6475 Email: StudentSuccess@evc.edu Location: SC-250

**Admissions & Records**
Call: 408-270-6441 Email: evcar@evc.edu Location: A&R Building

**Outreach Office**
Call: 408-270-6408 Location: SC 212

3095 Yerba Buena Road, San Jose, CA 95135 408-270-7900

**Non Discrimination Statement**

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## UPWARD BOUND
- Portfolio created by
  Megan Crossfield and Julie Vo
  EVC Student Success Division

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*EVC Student Success Division*
Student Success & Equity Support Programs

Student Success

Our mission is to empower and support all EVC students to accomplish their educational, career and personal goals by offering orientation, assessment, counseling, transfer, work experience and student follow-up services based on our college guiding principles of equity, opportunity and social justice.

Student Equity

**Equity** is not about treating students equally; rather, **Equity** is about providing each student with the opportunities they need to be successful.

What EVC Students Needed

- **BASIC SKILLS**: Increase preparedness for College
- **EQUITY**: Improve self-confidence & access
- **STUDENT SUCCESS**: More effective academic & personal support
- **TECHNOLOGY**: More delivery methods to share essential knowledge
# Student Success & Support Program

2014-2015 1st Year of Implementation

## Facts

- **New Student Orientation**
  - 2,404 Students Served
- **Assessment**
  - 2,088 Students Served
- **Ed Planning Sessions**
  - 5,982 Total Ed Plans
  - (Included ASEP during Orientations)
- **Ongoing Communication to New & Current Students**
  - emails, calls, publications, LCDs in key locations

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<table>
<thead>
<tr>
<th>Related Programs, Services &amp; Communication</th>
<th>Assessment</th>
<th>Orientation</th>
<th>Ed Planning</th>
<th>Counseling &amp; Advising</th>
<th>Follow-Up Services</th>
<th>Academic &amp; Career Pathways</th>
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<td>Assessment Center or Alternative Measures</td>
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<td></td>
<td></td>
<td></td>
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<td>Initial Orientation/Days at the Green (in-person or online)</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Know Your Steps to Success</td>
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<td></td>
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<td>✓</td>
<td>✓</td>
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<td>Comprehensive Ed Plan Campaign</td>
<td></td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td>Career &amp; Transfer Center (CTC)</td>
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<td></td>
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<tr>
<td>Student Success Workshops: Student Lingo, Inner Heroes, Ed Plan Navigation</td>
<td></td>
<td></td>
<td>✓</td>
<td>✓</td>
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<td>✓</td>
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<td>Probation/Dismissal Workshops, Courses &amp; Appeals Process</td>
<td></td>
<td></td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Student Success Ambassador Program</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Educate Students &amp; Campus at Large on SSSP Mandates (publications, emails, website, events &amp; presentations)</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
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<td>✓</td>
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- ✓ Directly Meets the Mandates
- ✓ Supports the Mandates
Student Equity Program
2014-2015 1st Year of Implementation

<table>
<thead>
<tr>
<th>Equity Programs, Services &amp; Communication</th>
<th>Goal A: Access</th>
<th>Goal B: Course Completion</th>
<th>Goal C: ESL &amp; Basic Skills Completion</th>
<th>Goal D: Degree &amp; Certificate Completion</th>
<th>Goal E: Transfer</th>
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<tr>
<td>Marketing, Outreach and Publicity</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td>(New flyers have been created, Outreach to foster youth groups)</td>
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<td></td>
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<tr>
<td>Summer Bridge Program</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Outreach to monolingual populations: OASiSS</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Early Alert Program</td>
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<tr>
<td>Tutoring Center</td>
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<tr>
<td>Faculty and Staff Professional Development: Go2Knowledge, Veterans Training</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Conduct student focus groups to identify success indicators among disproportionately impacted student populations</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Collaborate with Academic Support Programs</td>
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<tr>
<td>Veterans Support Program</td>
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<tr>
<td>Referrals to Categorical Programs and Increase Collaboration</td>
<td></td>
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<tr>
<td>Series of Transfer &amp; Career Workshops</td>
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<tr>
<td>Design Career Pathways and have a specific counselor assigned to help provide and follow-up with these services</td>
<td>✓</td>
<td>✓</td>
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</tbody>
</table>

✓ Directly Meets the Goals
✓ Supports the Goals

Facts

• Special Programs (Affirm, Aspire, CalWORKs, DSP, Enlace, EOPS, FasTrack, OASiSS & Veterans)
  2,762 Students Served
• Mental Heath (Part-Time Staffing)
  86 Students Served with an average of 4-5 sessions per student
• Increasing Access for ESL Students
  1,401 ESL students took assessment
  1,390 registered
Know Your Steps to Success
Provided Each Fall & Spring

Event Objectives

• To educate students on Student Success Mandates and Support Services
• To provide students with an overview of their own progress
• To foster equity by providing students the opportunity to obtain Equity book vouchers once they have successfully completed the Steps to Success
• 52 students earned Equity book vouchers

Name: ___________________ Student ID: __________

• Registration Date & Time________________________
• Academic Standing & GPA________________________
• Academic Program/Major_________________________
• Is major declared with Admissions & Records?
Yes _____________ No ____________
• Educational Plan completed?
Yes _____________ No ____________
• If yes, type of Educational Plan completed
Abbreviated__________ Comprehensive____________
• Need help deciding a major or career pathway?
Yes _____________ No ____________
• Will attend a career exploration workshop on
_____________________________________________
Your Counselor today was: ___________ Date: ______

“Know Your Steps to Success” Day
Book Voucher Recipient Questionnaire

1. Name: ________________________________________
2. SID: _________________________________________
3. Current GPA: _________________________________
4. Are you a member of a special group or program? Please check all that apply.

<table>
<thead>
<tr>
<th>SPECIAL PROGRAM</th>
<th>Yes, I am a member</th>
<th>SPECIAL PROGRAM</th>
<th>Yes, I am a member</th>
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<tbody>
<tr>
<td>EOPS</td>
<td>AFFIRM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Veterans</td>
<td>ASPIRE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foster Youth</td>
<td>OASISS</td>
<td></td>
<td></td>
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<tr>
<td>Enlace</td>
<td>Fast Track</td>
<td></td>
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<tr>
<td>CalWorks</td>
<td>Other (Please specify)</td>
<td></td>
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</tr>
</tbody>
</table>

Sponsored by Student Equity Services
Student Event Date: April 8, 2015
DO YOU KNOW YOUR STEPS TO SUCCESS?

Student Event
April 8, 2015 12:30-2:30
Fountain outside Student Services

Do you know your major?
Do you have a comprehensive Ed Plan?
Do you know your reg. date?

First 50 students will receive a $50 Book Voucher!

FOR MORE INFO CONTACT:

JULIE VO, PROGRAM COORDINATOR
CAREER & TRANSFER CENTER
(408) 270-6470 EXT. 6620
JULIE.VO@EVC.EDU

Sponsored by Student Success and Student Equity Services
Days at the Green New Student Orientations
Provided each Spring Semester

Event Objectives
• To orient new incoming High School students to EVC
• To educate students on Student Success Mandates and Support Services
• To Create an abbreviated Ed Plan with a counselor that qualifies the students for early registration and course enrollment

Sample Parent/Guardian Welcome Letter:

Dear Families,

Welcome to Evergreen Valley College's Days at the Green event!

The goal of this event is to give your student the opportunity to obtain priority registration through early admission, testing, orientation and counseling (abbreviated Ed Plan). By participating in Days at the Green, the students will be enrolled in their fall or summer classes before summer vacation even begins, giving them an advantage over other new students.

Evergreen Valley College (EVC) provides excellent Career Technical Education certificates, Transfer pathways, and Associate Degrees of Transfer (ADT’s). Early Admission students get first choice of classes – a real advantage for college students particularly now when competition for courses is high. Evergreen Valley College has an excellent reputation; our graduates and transfer students are well prepared for the world of work and/or for more advanced education at universities.

Today, participating students will attend a required orientation session as well as complete a mandatory abbreviated Ed Plan with a counselor. During this time, you are invited to go to room LE210 for a brief presentation about your student’s college expectations and requirements.

We hope you find this special presentation helpful and informative. We have also included additional information flyers about EVC and Student Success to help orient you to the school.

After the presentation, we would appreciate your taking the time to fill out a short survey included in your Parent Welcome Folder. We greatly value your feedback and will use the results of this survey to determine if we should make the Parent Welcome Presentation an official component of future Days at the Green events.

Thank you for your participation at today’s Days at the Green!

Sincerely, Student Success Team
Days at the Green
Early Admissions Program (EAP)

The Early Admission Program at Evergreen Valley College (EVC) is an opportunity for high school seniors to complete early admission as well as utilize priority orientation, testing, counseling and registration. This program assists students to maximize their enrollment at EVC. The college provides excellent technical (A.A. Degree and A.S. Degree) and transfer (UC, CSU, and private) education to meet your educational goals. When you take advantage of Early Admission, you can be enrolled in your fall classes before your summer vacation begins.

Early Admission students get first choice of classes – a real advantage for college students particularly now, when competition for courses is high. Evergreen Valley College has an excellent reputation: our graduates and transfer students are well prepared for the world of work and/or for more advanced education at universities.

Outreach and Recruitment
- Recruitment Cycle
- Admission Application
- On-site Assessment
- English & Math Placement
- Financial Aid Statistics
- Days at the Green Model
Follow-Up Services

Ongoing Academic & Personal Support after Orientation

- Career Exploration & Choosing a Major Workshops
- Communication Upon Reaching 15 Degree Applicable Units
- Early Alert Program
- Campus Tutoring Program
- Academic Probation, Dismissal & Reinstatement Counseling & Workshops
- Student Success Workshops

Sample Student Email Communication

Dear EVC Student,

The Student Success Division here at Evergreen Valley College is committed to your academic success. In accordance with the Student Success Act of 2012, it is mandatory for students to complete a Comprehensive (2 year) Ed Plan after completing 15 degree applicable units. After review of your record, you are on track to finish 15+ units at the end of this semester. This means that you must schedule an appointment with an Academic Counselor to create your Comprehensive (2 year) Ed Plan. Your educational plan will serve as your road map to help you finish your academic goal in an organized and timely manner.

If you are currently a member of a Special Program on campus, such as, EOPS, DSP, FasTrack, AFFIRM, ENLACE, ASPIRE, OASSIS or Cal WORKS, then you may contact that department directly to schedule your Comprehensive (2 year) Ed Plan appointment.

If you are not a member of a Special Program, you should contact the Counseling Department to schedule your Comprehensive (2 year) Ed Plan appointment. Failure to obtain an approved Comprehensive (2 year) Ed Plan could result in a hold on your record, or the loss of your priority registration.

To avoid the loss of your priority registration, and to ensure that you are on a path to academic success, please contact the Counseling Department to schedule your Comprehensive (2 year) Ed Plan appointment.

Email: Counseling@evc.edu
Phone: (408) 270-6475
Location: SC-250

In order to provide you with the best service possible, you should have your Academic Program (major) declared with the Admissions & Records Office. For more information on programs offered at EVC, please view the link below.

http://www.evc.edu/AcademicAffairs/Documents/degrees_chart.pdf

If you need assistance exploring majors and career options, please visit the Career & Transfer Center, located in SC-250 or contact Julie Vo, Program Coordinator at (408) 270-6470 or Julie.Vo@evc.edu

We look forward to serving you.
Sample Student Email Communication

Dear Student,

After posting of Fall 2014 semester grades at Evergreen Valley College, a review of your academic record indicates that you are currently on Academic Dismissal and/or Progress Dismissal for one or both of the following reasons:

- Your cumulative grade point average is less than 2.0 after three (or more) semesters;
- You received marks of “I,” “W,” or “NP” for 50% or more of your total units attempted after three (or more) semesters.

Due to the fact you did **not** achieve a 2.0 GPA and/or successfully completed over half of your units attempted (without marks of D,F,FW, NP, W, or I) in your Fall semester courses (or during your last semester of attendance), you will **not** be able to register for EVC courses for the upcoming Summer/Fall semester.

**There is one exception.** To be considered for possible reinstatement for next Intersession/Spring semester, **you must first pass Counseling 15—Blueprint for Success. We are offering nine sections of Counseling 15 for Fall 2015 semester; see below.** To register for one of these sections, please reply to this email with the following:

- Name
- Student ID#
- Reg ID of the course you want to enroll in (see below chart)

In order for us to register you in Counseling 15, you must not have any holds on your account (for example, unpaid fees). Also, if you did not attend last fall semester, you may need to submit a new admissions application.

You should know that, until you get off of dismissal status, you may lose your early registration date for the following semester and thus register after new and returning students register. In addition, as of Fall 2016, students on dismissal may also lose their eligibility for the Board of Governor’s Fee Waiver (BOGW).

We look forward to assisting you in your academic journey here at EVC. If you have any questions, please call or ask for Flora Payne at (408) 274-7900 ext. 6475 or stop by SC-250 on Mondays (8am-4:30 pm).

<table>
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<tr>
<th>Reg ID</th>
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<th>Days</th>
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<td>202</td>
<td>TTH</td>
<td>03:15 PM—04:25 PM</td>
<td>09/01/15—10/08/15</td>
<td>C202</td>
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<tr>
<td>80248</td>
<td>203</td>
<td>T</td>
<td>09:00 AM—10:50 AM</td>
<td>09/29/15—11/17/15</td>
<td>PE106A</td>
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<tr>
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<td>09/01/15—09/29/15</td>
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Sample Student Email Communication

Dear Student,

Evergreen Valley College is committed to your academic success. You are receiving this communication because you are enrolled in courses at Evergreen Valley College for Summer 2015 or Fall 2015. In accordance with the Student Success Act of 2012, it is mandatory for students to complete a Comprehensive (2 year) Ed Plan after completing 15-degree applicable units. The college is making it possible for you to review and update your Ed Plan within MyWeb. In order for you to fulfill your required Ed Plan, you must log into your MyWeb account and follow the instructions on the link below to activate your Educational Plan. Once you have logged in and followed the steps, you can start creating your Comprehensive Ed Plan.


Before you complete 15-degree applicable units, you should schedule an appointment with an Academic Counselor to review and approve your online Ed Plan. Your Ed Plan will serve as your road map to help you finish your academic goal.

If you are currently a member of a Special Program on campus, such as, EOPS, DSP, FasTrack, AFFIRM, ENLACE, ASPIRE, OASISS or Cal WORKS, then you may contact that department directly to schedule your Comprehensive Ed Plan appointment.

If you are not a member of a Special Program, you should contact the Counseling Department to schedule your Comprehensive Ed Plan appointment. After you reach 15-degree applicable units of coursework, you MUST complete a Comprehensive Ed Plan. Failure to complete a Comprehensive (2 year) Ed Plan could result in a hold on your record or the loss of your priority registration.

To avoid the loss of your priority registration and to ensure that you are on a path to academic success, go into MyWeb right away and begin your Comprehensive Ed Plan.

The following workshops have been scheduled to assist you with utilizing the Ed Plan tool provided in MyWeb:

**MyWeb Ed Plan Workshop** - Drop-in and receive 1:1 assistance viewing and updating your Ed Plan! Limited number of seats available. Please reply with the workshop date you would like to attend.

- Email your name and Student ID number, along with the selected workshop date of your choice to: Counseling@evc.edu
- You must type Ed Plan Workshop in the subject line of your email in order to reserve a spot at this workshop. You should receive a confirmation email by 6/12/15 listing which workshop you have been enrolled in.

**Upcoming MyWeb Ed Plan Workshop dates/Times**

- Monday 6/15/15 - 9:00-10:00am, SC-250, counseling platform
- Monday 6/15/15 - 10:00-11:00am, SC-250, counseling platform
- Wednesday 6/24/15 - 2:00-3:00pm, SC-250, counseling platform
- Wednesday 6/24/15 - 3:00-4:00pm, SC-250, counseling platform
- Thursday 6/25/15 - 3:00-4:00 pm, SC-250, counseling platform
- Thursday 6/25/15 - 4:00-5:00 pm, SC-250, counseling platform

Please contact the Counseling department if you have any questions:

Email: Counseling@evc.edu
Phone: (408) 270-6475
Location: SC-250

In order to provide you with the best service possible, you should make sure to have an Academic Program (major) declared with the Admissions & Records Office. For more information on programs offered at EVC, please view the link below.
New Student Success

Under the Student Success Act of 2012 students are required to complete mandatory orientation, assessment, counseling/advising/Educational Planning and maintain good academic standing in order to not lose their priority enrollment.

EVC’s Student Success Center has set up an accessible and comprehensive process to help you succeed and meet your educational goals.

**COLLEGE RESPONSIBILITIES ARE:**
- Orientation in person or online
- Assessment before course registration
- Counseling-Educational Plan (Ed Plan)
- Referrals to specialized support services
- Evaluation of each student’s progress
- Follow-Up Service for At-Risk Students

**STUDENT RESPONSIBILITIES ARE:**
- Attend an in-person or online orientation
- Complete assessment testing
- Develop an Abbreviated (1-2 Semester) Ed Plan
- Identify an academic or career goal
- Attend class, complete coursework and maintain Satisfactory Academic Progress

Must Read

**LOSS OF EARLY REGISTRATION**
Students who have not met the requirements will be assigned a registration date after current and new students have registered. In other words, they may lose their priority registration.

- Have you completed an orientation, assessment and an Abbreviated Ed Plan?

Call the Student Success Center to help you complete these steps

**Please note:** Starting Fall 2016 students on academic or progress probation/dismissal may lose eligibility for the Board of Governors (BOG) Fee Waiver.

For assistance visit the **Student Success Center**

Call: 408-270-6475
Email StudentSuccess@evc.edu
Location: SC 250
[www.evc.edu/current-students/student-success](http://www.evc.edu/current-students/student-success)

**Fall and Spring Hours:**
Mon & Thu 8am - 5pm
Tue & Wed 8am - 7pm
Fri 8am - 1pm
Current Student Success

In accordance with the Student Success Act of 2012, students are required to complete mandatory orientation, assessment, and counseling (Educational Plan); the process ends when students achieve their educational goals.

Visit the Student Success Center we can help you to succeed and achieve your educational goal.

IF YOU HAVE COMPLETED:
• Orientation
• Assessment Test
• One Semester Abbreviated Educational Plan
• 15 Degree applicable units

YOUR NEXT STEPS ARE:
• Identify your major. Visit the Career & Transfer Center for assistance with identifying a major or online at www.cacareerzone.org
• Declare your major at A&R
• Meet with a Counselor to develop a Comprehensive Ed Plan which includes:
  - General education courses
  - Courses for your major or course of study in order to obtain a certificate, AA/AS degree or transfer

Must Read

LOSS OF EARLY REGISTRATION
Students who have not met the requirements will be assigned a registration date after current and new students have registered. In other words, they may lose their priority registration.

CURRENT STUDENTS
• Have you completed 15 degree applicable units?
  If so, call the Student Success Center to meet with a counselor for a Comprehensive Ed Plan

Please note: Starting Fall 2016 students on academic or progress probation/dismissal may lose eligibility for the Board of Governors (BOG) Fee Waiver.

For assistance visit the Student Success Center
Call: 408-270-6475
Email StudentSuccess@evc.edu
Location: SC 250
www.evc.edu/current-students/student-success

Fall and Spring Hours:
Mon & Thu 8am - 5pm
Tue & Wed 8am - 7pm
Fri 8am - 1pm
Career & Transfer Center (CTC)

Mission

- The Evergreen Valley College Career & Transfer Center (CTC) mission is to help students to achieve their career and transfer goals by providing them with the tools and guidance to be successful.

CTC Highlights

- Offers Student Success Workshops (MyWeb Ed Plan Navigation, Inner Heroes, and Student Lingo)
- Supports Probation/Dismissal Program
- Provides targeted student support and advisement from an assigned Career Counselor & Transfer Counselor

www.studentlingo.com/evc
Student Success

StudentLingo Workshops

Come check out our FREE, FUN, USER-FRIENDLY WORKSHOPS, provided in English & some in Spanish! Start exploring majors and develop your skills.

Explore
Careers
Majors
Resume
Writing

Enter Student Success Workshops at:
https://www.studentlingo.com/evc

WORKSHOP TOPICS:

- Exploring Careers & Choosing A Major
- Writing Effective Resumes & Cover Letters
- What It Takes To Be A Successful Student
- Time Management: Strategies For Success
- Navigating The Financial Aid Process
- Study Tips & Note-Taking Strategies
- Setting & Accomplishing Realistic Goals
- Exam Preparation Tips & Test-Taking Strategies
- And many, many more!

Visit the Career & Transfer Center

For 1:1 assistance or access online at
https://www.studentlingo.com/evc

Drop in: Mon & Thu 1-3 pm
Tue 4-6 pm
Fri 9-11 am

Location: SC250 Student Services Center

Contact: Julie Vo, Program Coordinator
Career & Transfer Center
(408) 270-6470  Julie.Vo@evc.edu
### April 2015

#### Career & Transfer Events

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*Events in blue indicate table visits
*Events in black indicate workshops

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### May 2015

#### Career & Transfer Events

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*Events in blue indicate table visits
*Events in black indicate workshops

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**EVERGREEN VALLEY VALLEY COLLEGE**
# Sample Event Calendars

## June 2015

### Career & Transfer Events

*Events in blue indicate table visits.
*Events in black indicate workshops.

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### July 2015

### Career & Transfer Events

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**Evergreen Valley College**
Student Success Ambassador Program (SSAP)

Mission
To support student success and promote EVC, SS Ambassadors serve as representatives of the Student Success Center and the college at large, working with faculty, staff, other students and members of the community to promote EVC academic programs, support services and Student Success Activities.

SSAP Highlights
• Student Ambassadors lead the information Hub in the SSC and support all events
• Provides ongoing training and professional development plans for Ambassadors
• Performance Evaluation Process that prepares students for future employment
• During 2014-2015 the SSAP had the support of 25 student ambassadors and hopes to continue to grow throughout the next academic year
Student Ambassador Testimonials

“Student Success is when students thrive in what they do... for what they want in life and what they love.”

~Camila Ramirez, EVC Student Success Ambassador

“Student Success means believing in yourself and overcoming your doubts, worries, fears and any other obstacles that you may experience along the way.”

~Syene Ingram, EVC Student Success Ambassador

“Student Success is making goals for yourself and trying your hardest to achieve them no matter what course they take you.”

~Andres Paul Herrera, EVC Student Success Ambassador
“Student Success is being able to help a student succeed in their goals, no matter what the cost – to be able to say they went to college, got a degree and moved on into their dream career.”

~Joseph Martinez, EVC Student Success Ambassador
Pursuing a Career in Fire Technology

“Student Success means guiding and helping students to meet success.”

~Trang Le, EVC Student Success Ambassador
Pursuing a career in Human Resources

“Student Success means being able to support other students to be successful. By helping other students, we also help ourselves to be successful.”

~Chi Nguyen, EVC Student Success Ambassador
Computer Science Major
“Student Success means to experience and pursue your dreams and welcome challenges while discovering the resources and support programs of college life.”

~Peter Chaydez, EVC Student Success Ambassador

“Student Success means that any student who wants to be successful will strive to and be determined to reach that goal that they themselves have made.”

~Ogechukwu Ogamba, EVC Student Success Ambassador
Summer 2015
Evergreen Valley College
Map Your Future Academy

Computerized Individual Instruction (CII) and Counseling-Blue Print for Success

June 15 through July 15, 2015
Instruction: Monday-Friday 8am to 1:30pm

Program held at James Lick High School

Coursework includes:

- CII 205: Introductory Keyboarding: 0.5 units
- CII 215: Introductory Word Processing: 0.5 units
- CII 220: Introductory Email and Internet: 0.5 units
- CII 230: Introductory Presentations: 0.5 units
- Counseling 15: Blue Print for Success: 1 unit

Interested Students must complete an EVC application, an EVC R40 form and contact their high school counselor before May 19, 2015

For more information or to register to participate contact Mildred Llanos-Richards, James Lick High School Head Counselor at (408) 347-4448

Class size is limited.

This program is offered in partnership with James Lick High School and is co-sponsored by EVC Student Success and Equity Programs
EVC-Generation Certified Nursing Assistant Home Health Aid Program
Summer 2015

EVC is the first college in California and third in the country to partner with Generation
www.generationinitiative.org
Equity Funds Support YESS Program

The Only Foster Youth Program at a community college in Santa Clara County

- Student Success One Stop Shop – Completion of application, placement test, orientation and educational planning; case management
- Tutoring
- Textbook Assistance
- Cafeteria Vouchers
- Priority Registration (AB194)
- Collaboration with on campus, community and educational organizations to provide services (DSP, mental health, housing, substance abuse, legal aid, etc.)
- Academic counseling support year round
- Computer lab and free printing
- Spring 2015 PDD Day training for faculty and staff on Foster Youth Students
- Outreach to increase access to EVC at the Hug (Foster Youth Community Center)
- Off Site counseling course specific to Foster Youth

Events & Highlights

- “Express Yourself”: A celebration of Foster Youth Saturday April 25, 2015
- Last summer's wellness program had 23 participants
- Independent City Event hosted at EVC, 60 county Foster Youth ages 16-21 attended
- Winter Clothing/Blanket Drive December 4, 2014, collected 200 pounds of coats, etc.
- 14 students received a $500 book fund for text books during spring 2015
"Express Yourself": An Event for Foster Youth

**SAVE THE DATE!**

**Art! Yoga! Spoken Word!**

**Fun, Prizes, Free Food**

@ Santa Clara University

**10am – 2:30pm**

Registration & breakfast starts at 9:30am

**RSVP by April 9th!**

RSVP by email or phone:
Ashley.matysiak@svcf.org
408-484-6204

Additional details will be given after RSVP.

**SATURDAY, APRIL 25TH, 2015**

**“EXPRESS YOURSELF”: A CELEBRATION OF FOSTER YOUTH**

**Arts & Education**

“Express Yourself” is an event designed to allow foster youth to explore post-high school opportunities and engage in artistic self-expression through yoga, painting, and the spoken word. This event is open to all foster youth ages 15-21. **All youth under age 18, must be accompanied by an adult.**

Sponsored by: Santa Clara County Foster Youth Success Initiative Collaborative

SANTA CLARA COUNTY OFFICE OF EDUCATION

FOSTER YOUTH SERVICES

SAN JOSE STATE UNIVERSITY

MISSION COLLEGE

CALIFORNIA STATE UNIVERSITY, SAN JOSE

FOOTHILL COLLEGE

DEANZA COLLEGE

GAVELIN COLLEGE

WEST VALLEY COLLEGE

CHILD ADOVOCATES OF BELMON VALLEY
Congratulations to the Winners of $25,000 Dream US Scholarship!
• Gerardo Espinoza Ceja
• Amairani Jimenez Guzman
• Margarita Guadalupe Jimenez Guzman
• Jose Salazar
Link to abc7 News Video: http://abc7news.com/793651/

Mission
Is to provide DREAMer students with the necessary tools and information to succeed in pursuing a higher education and professional career.

For more information:
Call: 408-274-7900 ext. 6079
Website: www.evc.edu/future-students/student-success/oasis
Location: Evergreen Valley College Student Service Center, Room SC 214

Our Services Include:
• Strengthen a college-going and success culture among Dreamer Students
• Counsel students about how to apply for AB540 and Dream Act benefits
• Educational/career counseling and workshops in Spanish & English
• Assistance in filling out Financial Aid applications (for qualifying students)
• English as a Second Language (ESL) assessments at local centers
• Supervision of student’s academic progress
• “Inclusive Community” program where students can interact, network and support each other
• Provide resources to increase parental support and guidance

For more information or to make an appointment please contact:
408-274-7900 ext. 6079

Sylvia Cuevas: Academic Counselor
Sylvia.Cuevas@evc.edu

Diane Soriano: Academic Counselor
Diane.Soriano@evc.edu

Annette Ruiz-Esparza: Financial Aid Specialist & Foster Youth Liaison/Outreach
408-233-6790
Annette.Ruiz-Esparza@evc.edu

Jeff Norment: Assessment Specialist
408-274-7900 ext. 6636
Jeffrey.Norment@evc.edu

Outreach & Advocacy Services for Immigrant Student Success (OASISS) is designed to serve immigrant students in a safe space and with personnel that is sensitive, knowledgeable and experienced working with DREAMers.
Additional Services Supporting Student Success
Basic Skills
ESL Tutoring Support & Conversation Practice

Sample Email Communication

ESL Conversation Practice and Grammar Group
Spring 2015

Do your students want to practice their English listening and speaking skills?
If so, please have them sign up: **beginning February 9th in Campus Tutoring in LE-237**

Listening, speaking, and conversation one on one with a tutor:

- **Mondays** with Andrew Hosin 10:00am-12:00pm
  (1 student per half hour by appointment only)
- **Tuesdays** with Mary Fitzgerald 9:30am-11:30am
  (1 student per half hour by appointment only)
- **Grammar Tuesdays** (drop-in groups of 3 or more only)
  1:30pm—2:30pm with Bich Son Huynh

Resources are FREE for EVC students registered in a non-credit II 210 Supervised Tutoring section. Students can sign up now in Campus Tutoring in LE-237.
Contact Campus Tutoring at 408-274-7900, ext. 6802

WORRIED ABOUT CITATIONS, RESEARCH PAPERS, PRESENTATIONS, OR EXAMS?

**NIGHT ON CAFFEINE** **THIS Wednesday, MAY 6th, 5-8pm in the library building.** FREE resources include:

- **Tutoring for a variety of subjects** (5:00-8:00pm in LE 237): Math, Biology, Chemistry, English, ESL, Environmental Science, Accounting, Psychology, History, Administration of Justice, Spanish, Vietnamese
- **Test Anxiety Workshop** (5:00-5:30pm in LE 210) and Presentation Anxiety Workshop (5:30-6:00pm in LE 210): Stop by for tips and strategies on Test and Presentation Anxiety.
- **MLA/APA Citation Drop-In Assistance** (6:00-7:00pm in LE 300): Drop in for help with citation format.

**FREE COFFEE AND COOKIES** will be available to students who attend. **This information will be emailed to all currently registered EVC students.** Please see the attached flyer. Thank you!

**CAFFEINE**

EVC Campus Tutoring, LE-237
408-274-7900, x 6802
http://www.evc.edu/current-students/tutoring-center
Attention ESL Students!

Do you want to practice your English listening and speaking skills? Do you want to learn and practice new vocabulary words? If so, please sign up with a tutor beginning June 16th in Campus Tutoring in LE-237.

1 student per half hour by appointment only:

- **Tues/Thurs with Andrew 10:00am-11:00am**
- **Mon/Wed with Connie 1:00pm-3:00pm**
- **Wed/Thurs with Omar 11:00am-12:00pm**

Resources are FREE for currently registered EVC students. Contact: william.nguyen@evc.edu or 408-274-7900, ext. 6802
Equity Funds Support Textbook Program

Highlights

• 578 checkouts during a one month period (Feb-Mar)
• 93 individual textbooks added to program with Equity funds
• 91 checkouts of the highest circulated textbook (Calculus: Early Transcendentals – Call #WW46)

Sample Library Reserve Form

EVC LIBRARY RESERVE FORM

Instructor: ____________________________ Date Received: ________
Course Title: ____________________________ Course Number: _______________

Mark One

CHECK OUT RETURN

2 Hour use in the Library ONLY

Overnight last hour before closing Due back by 8:00am

One day Anytime on the date due

24 hours Due at exact time checked out

72 hours Due at exact time checked out

3 days Anytime on the date due

One week Anytime on the date due

All materials put on RESERVE may stay on for two consecutive semesters. Material with less than 5 check outs per year will be returned.
Library Services Spring 2015

Hours:
Monday – Thursday – 8:00 am to 8:00 pm  
Friday – 9:00 am to 3:00 pm  
Saturday – 10:00 am to 2:00 pm

Library Card:
Your Staff/Student I.D. card, obtained through Admissions and Records, must be used to check out all library materials including computers, laptops and study rooms.

Library Collections:
Over 40,000 items in the library collection, including:
- General collection items (can be checked out for 3 weeks)
- Research databases for locating articles from journals, magazines, newspapers, and reference books
- DVDs and other media that can be viewed in house or checked out
- Paperbacks and magazines available for leisure reading
- Reference books – dictionaries and encyclopedias
- E-books – (digital books) which can be accessed 24 hours a day / 7 days a week
- See the library web page at http://www.evc.edu/library to link to the online catalog, research guides, databases, and Internet directory

Course Reserves
- Place copies of text books, readings, or lecture notes on RESERVE for your classes by filling out the Reserve Form and by indicating the desired loan period. Contact Maria Holguin, Reserves Specialist, at 408-274-7900 x 6435.

Computers and Printing:
Library has over 50 computers that can be checked out for 2-hour periods or longer and 24 laptops are available for student use.  
Free, unsecured wireless access is available throughout the library

All computers have access to the Internet, MS Word and other MS Office products. Printing (black and white or color) available for a charge and requires your student / colleague ID.

For more information -- contact us:

Circulation: 408-270-7433 / Reference 408-274-7900 X 6661  
Email: librarian@evc.edu
Equity Funds Support Veteran Students
Veterans Center & Program Highlights

• Approved May 2015 – FT Community Engagement Specialist responsible for linking community and educational services for EVC veteran students
• 50% Counselor funded through Equity dollars as of Fall 2015 to serve veteran students with educational planning, workshops and community services
• Two Offices:
  1. Veterans Work Study Student Computer Lab (8 PCs & Printer)
  2. Social Room for veterans to study and relax

Highlights
• Meetings with community partners: SJSU VITAL, HomeFirst, Santa Clara County Veterans Assistance Center and Veterans Administration
• MOU with SJSU VITAL to provide mental health counseling for veterans
• First EVC all staff Veterans presentation on “Understanding Military Culture in the Academic Setting”, on May 6th – 44 employees attended
• Another Veterans presentation coming on fall PDD
• English 104 Class geared towards Veterans offered by Sterling Warner
Student Success Supports International Program

Highlights

- Started last summer with 27 and this fall will have between 60-65 EVC international students
- 30 concurrently enrolled international students to take summer classes, many from SJSU
- International Club started Spring of 2015 for international and domestic students to have events and activities together
- Met with ESL Department and Dean to move forward with International English Language School to provide ESL instruction for incoming students up to two levels below the college level English
On-Demand Professional Development for Higher Ed

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FACILITATOR CERTIFICATION TRAINING
Based on the book
FOLLOW YOUR INNER HEROES TO THE WORK YOU LOVE

This training will assist you in helping the large number of college students who lack direction, end up on probation, and all too often drop out of school without achieving their personal and academic goals?

Now you can upgrade or refresh your skills by learning how to use an accurate, simple and popular program that helps students discover the right major and career path in order to earn a certificate, degree and/or transfer to a university.

As the author of Follow Your True Colors To The Work You Love, Ms Kalil has an updated certification based on the recently revised version of her book, Follow Your Inner Heroes To The Work You Love, which includes taking the Inner Hero’s Journey.

This hands-on, interactive workshop will help counselors and other professionals meet their SB 1456 goals. It includes a personality assessment based on the four Keirsey temperaments types called Inner Heroes integrated into the career development process. Participants can apply this program in career planning classes, groups, and individual academic and career counseling sessions.

Outcomes:
- Mastery in using Inner Heroes™ as a self assessment tool to help students understand who they are and their unique personality strengths
- How to facilitate groups and workshops to improve relationships with others with different personality traits
- How to apply Inner Heroes™ in individual counseling sessions
- Discover highest values that motivate each of the four personality types
- Method to boost self esteem and self confidence
- Improve decision making, action planning, and goal setting
- Explore career options that match personality strengths
- Correlation of Inner Heroes Personality Assessment with Keirsey Temperaments, MBTI, True Colors, Holland Themes/O*NET, EUREKA
- Receive a copy of Follow Your Inner Heroes To The Work You Love and the Companion Workbook, and other materials
- Sample Course Syllabus and Outline for those interested in teaching classes
- Certification

The three counselors I sent to your training could not stop talking about what they learned. The following day, all three actually used what they learned with their students. It goes to show what another great and motivational training workshop you provided. 

Rejoice C. Chavira, EOPS/CARE/CalWORKs - Crafton Hills

“I have used Carolyn Kalil’s new book, Follow Your Inner Heroes To The Work You Love, since she released it. … I inform all the students that this is one book you will not sell back to the bookstore. One student thanked me for selecting the text because it helped her develop the courage to inform her parents that she has selected a career that allowed her to use her passion.

DeWayne Sheaffer -- Counselor, Long Beach CC, CA

I heard a lot of good feedback and the counselors are excited about using Inner Heroes in their classes and in a workshop setting. We look forward to having continued collaboration with you and the Inner Heroes training.

Lorraine Lara Blouin, M.A., Department Head/Counselor
Counseling and Student Development - Long Beach CC

“Carolyn Kalil recently provided training for all our faculty and staff and they loved it.” Dr. Regina Smith, Dean Counseling & Student Services, El Camino College

“Since this workshop was valuable in many ways and it was an easy transition from True Colors to Inner Heroes.” Jeanette Magee -- Assistant Director
EOPS/CalWORKs/CARE, El Camino College, CA

Carolyn Kalil, MA, JCTC

Date & Location: Thursday May 7, 2015
9:00am-4:00pm (Lunch will be provided)
San Jose City College, Tech Building, Room 415

Fees: Cost covered by Student Success Department

Friday May 8, 2015
9:00am-4:00pm (Lunch will be provided)
Evergreen Valley College, VPA 115
24/7 Student Success & Equity Support

- EVC’s Online Student Success Workshops at [www.studentlingo.com/evc](http://www.studentlingo.com/evc)
- EVC’s Online Professional Growth and Development Workshops at [www.go2knowledge.org/evc](http://www.go2knowledge.org/evc)
  Username: Evergreen Valley Password: Go2EVC
- EVC’s Online Ed Plan Student Access through MyWeb Ed Planning
- Eureka Online Career Exploration Tool [www.eureka.org](http://www.eureka.org)
- EVC’s Online New Student Orientation at [https://student.h4cloud.com/login#students](https://student.h4cloud.com/login#students)

For additional questions, event inquiries, or if interested in visiting our department, please contact the office of the Dean of Student Success and Co-Chair of the Student Success & Equity Committee at 408-270-6491 or Alexandra.Duran@evc.edu.
TRiO Upward Bound Program

Mission
Evergreen Valley College TRiO Upward Bound Program provides high school students with fundamental support in preparation for college entrance. The program provides opportunities for participants to succeed in pre-college performance and ultimately in higher education pursuits. Upward Bound serves high school students from low-income families and students from families in which neither parent holds a bachelor’s degree. The goal of Upward Bound is to increase the rate in which participants complete secondary education, enroll in postsecondary education and ultimately graduate with a bachelor's degree or higher.

Program Services
- Mentoring
- Academic Tutoring
- Academic/Cultural Field Trips
- 6 Week Summer Residential Program at a university
- Workshops/Seminars
Experiencing College Early On

Summer Academic Residential Program
A 6 week experience designed to stimulate and inspire students to apply and enroll in post-secondary education. Students take high school enrichment courses and engage in extracurricular activities to become familiar with the college experience. Student will stay and live at university dorm rooms with other upward bound program participants and staff. This is a major programming event that all students need to take part in to truly experience the upward bound program.

Upward Bound Summer Academic Residential Staff

TOP LEFT: Audrina Oseguera, Joceline Plantillas, Diana Quiroz, Alexandra Duran, Trang Le, Lorena Villanueva
BOTTOM LEFT: Kirin Rajagopalan, Francisco Velazco, David Alvarez, Mike Osorio
Upward Bound Student Testimonials

“Upward Bound has definitely inspired me to work Harder and keep moving in the right direction”
-Yvonne Vu, High School Class of 2016

“Upward Bound made me realize that Low income/first generation students have low Graduation rates and it made me want to change that “
-Tyrese Stanford, High School Class of 2019

“Upward Bound helps me to know that I do have a chance to go to College”
-Kassandra Guerrero, High School Class of 2019
“Upward Bound allowed me to have a great Summer than I thought I would have”

-Juan Donato, High School Class of 2018

“Upward Bound allows me to make Lots of friends and memories”

-Patty Zelaya, High School Class of 2017

“Upward Bound challenges me to be an Advocate for student success”

-Bryant Mireles, High School Class of 2019