

Assessment and Orientation ♦ Spring 2012

ASSESSMENT AND ORIENTATION

New students are expected to complete assessment, college orientation, and educational planning BEFORE registering for classes. Students who complete assessment and attend an orientation will receive counseling assistance when scheduling their classes.

Assessment is the process to evaluate skills in reading, writing, math, and English as a Second Language (ESL). After completing assessment, a student will receive counseling assistance in the interpretation of assessment results and selection of courses.

Students exempt from Assessment:

- Anyone who has completed Advanced Placement in English Literature, English Language or Mathematics AB and/ or BC, Statistics.
- Students who are only taking classes that do not require English or math as prerequisites or for personal enrichment.
- Students who have completed an Associate's Degree or higher from an accredited American college or university.
- Students who have completed English, math, and/or reading at another college or university.

Exempt Pre or Corequisite Clearance Process

Clearance of a pre or corequisite requires documentation that verifies previous course completion or skill level attained to register for a specific class. A "C" or better grade is required to clear pre or corequisites. Refer to page 82.

Method A: Bring your unofficial transcript/s to the Assessment Desk in the Counseling Center - Appointment is not required. Method B: Fax your unofficial transcript to (408) 741-4076 and include your WVC student ID number, class requested, and phone number. Method C: Scan and e-mail your unofficial transcript to jeremy.sias@wvm.edu our assessment specialist and include WVC ID number and class requested.

Blocked Registration: If you are blocked from registering for a class because of a prerequisite requirement, follow one of the three methods listed. Note: Unofficial transcripts are used for clearing prerequisites. Official transcripts are required and can be brought to the Counseling Center to complete a WVC evaluation of general education courses completed.

ASSESSMENT, ORIENTATION, OR ASSESSMENT WAIVER

If you determine that there are Prerequisites, Corequisites or Other Limitations on Enrollment Challenges please refer to page 90 for rights and procedures.

For all assessment sessions, note the following:

1. Dates and times are subject to change. Check the web site at: westvalley.edu/assess/ for updated information, and additional dates and times for assessments in the new Assessment Center located in the Tutorial Center. (Check inside back cover of schedule for the campus map.) Or call (408) 741-2035.
2. Arrive early to park and find testing location.
3. No one will be admitted after start time. (ARRIVE EARLY)

Students are not **required** to complete Assessment and orientation if they:

- are taking courses for personal enrichment only
- have completed an AA/AS degree or higher
- are primarily taking courses at another institution

SPECIAL ACCOMMODATIONS

If you have a verifiable disability, you may request accommodations for assessment. Contact the DESP Office at (408) 741-2010 for further information.

ASSESSMENT DATES

Date	English	Math	Room
Wed, Nov 9	6:30pm	8:00pm	LA10
Mon, Nov 14	6:30pm	8:00pm	LA10
Mon, Nov 21	6:30pm	8:00pm	LA10
Wed, Nov 30	6:30pm	8:00pm	LA10
Mon, Dec 5	6:30pm	8:00pm	LA10
Wed, Jan 4	9:00am	10:30am	Fox 120
Tues, Jan 10	9:00am	10:30am	Fox 120
Thurs, Jan 12	9:00am	10:30am	Fox 120
Wed, Jan 18	6:30pm	8:00pm	TBA
Mon, Jan 23	9:00am	10:30am	Fox 120
Wed, Jan 25	9:00am	10:30am	Fox 120
Wed, April 18	6:30pm	8:00pm	Fox 120
Wed, April 25	6:30pm	8:00pm	Fox 120
Thurs, May 3	6:30pm	8:00pm	Fox 120
Mon, May 7	6:30pm	8:00pm	TBA
Wed, May 16	6:30pm	8:00pm	Fox 120

Please visit westvalley.edu/assess for updated information.

ESL ASSESSMENT

Check westvalley.edu for location

Date	Time	Room
Wed, December 7	2:30 PM	Fox 120
Mon, January 9	3:00 PM	Fox 120
Thurs, January 26	3:00 PM	Fox 120

ORIENTATION OPTIONS

Couns 000A - Orientation

A half-unit class for students who have no previous college experience or fewer than 15 completed college units. Complete assessment before attending Couns 000A.

Once you submit your completed application to Admissions, you will receive a date when you will be able to register for a Couns 000A section using WVCPortal. Cafeteria may be closed. Please bring your snack and/or beverage.

Sect #	Date	Day	Time
18684	1/11	Wed	8:30 am - 5:30 pm
18685	1/24-1/25	Tue & Wed	5:00 pm - 9:15 pm
16043	4/21	Sat	8:30 am - 5:30 pm
18674	4/28	Sat	8:30 am - 5:30 pm
18675	5/8-5/9	Tue & Wed	5:00 pm - 9:15 pm

ONLINE ORIENTATION

An orientation option for new students is the online orientation. Go to westvalley.edu/admissions/special.html. Be sure to print out and submit to the Counseling Office the On-line Orientation Completion Certification to receive credit for completing the orientation.

STUDENTS WITH PREVIOUS COLLEGE WORK

An orientation is not required for students who have completed 15 college units. However, counselors can help you complete an educational plan, prepare transfer agreements, select a possible major or career, or help with a personal problem. Appointments can be made by stopping by the Counseling Center, located behind the Admissions Building, or by calling 408-741-2009.

PROGRAM SPECIFIC WORKSHOPS

NEW Adult Re-Entry Students

A workshop specifically designed to meet the needs of adult re-entry students. Call the Educational Transition Office, 741-2022, to sign up.

Adult Re-Entry (Educational Transition)

Date	Day	Time	Location
January 25	Wed	6:00 pm - 9:00 pm (ET)	ET Office
February 8	Wed	1:00 pm - 4:00 pm (ET & ESL)	ET Office
February 9	Th	1:00 pm - 4:00 pm (ET & ESL)	ET Office

English as a Second Language (ESL)

see Adult Re-Entry - all ages welcome.

NEW International Students

REQUIRED immigration information session for students who have received I-20's from West Valley College for the Spring 2012 semester. Call 408-741-2694 to sign up for this planning session, and to find out room location.

Couns 002 Academic and Personal Planning (1 UNIT)

Section #	Date	Time	Location
18686	1/23-1/26	9:20am - 1:40pm	BU 8

Focus on F1 visa students only

Athletic Orientation

New athletes are required to attend an orientation workshop. Athletes and their parents are both welcome to attend the first night. The second night is for the athletes only.

Date	Time	Room
Tues & Wed 4/24-4/25	5:00-8:00 PM	PE 5

Distance Counseling

Distance counseling is intended solely to assist students in answering basic questions that are academic or procedural in nature. Before accessing distance counseling, visit WVCPortal for more information. Access distance counseling at: westvalley.edu/services/counselingservices.html