Student Services and Program Information

West Valley College recognizes the diverse educational needs within the communities served by the District. This philosophy recognizes the worth and dignity of each student and the District’s responsibility, within the scope of its resources, to assist its students in developing into responsible, self-sufficient citizens. To foster and encourage this student development, West Valley College offers comprehensive programs of advising, counseling and special services.

AB 705 UPDATE
All students seeking a degree, including active-duty military, veterans, CalWORKs, EOPS, Work Study, or students who started Fall 2014 and beyond, are required to complete a guided self-placement, orientation and develop a comprehensive educational plan in order to receive a priority registration date for enrollment. All community colleges have eliminated placement exams and replaced with Guided Self-Placement for classes starting in Summer or Fall 2019.

Disability and Educational Support Program (DESP) for students: if you have a verifiable disability, you may request accommodations for assessment. Contact the DESP Office at (408) 741-2010 or TTY / DESP (408) 741-2658.

English as a Second Language (ESL) are required to contact the assessment office for testing.

Students exempt from assessment:
- Anyone who has completed Advanced Placement in English Literature, English Language or Mathematics AB and/or BC.
- Students who are only taking classes that do not require English or Math as pre-requisites or for personal enrichment.
- Students who have completed an Associate Degree or higher from an accredited American college or university.
- Students who have completed English, Math, and/or Reading at another college or university.

Learning Outcome
Students who complete the Guided Self-Placement tool will be able to:
- Identify English course recommendation
- Identify Math course recommendation

ADMISSIONS & RECORDS
(408) 741-2001
westvalley.edu/admissions/
The Admissions & Records Office should be your first stop at West Valley College. Our informative college staff can provide application assistance and information, residency determination, process official and unofficial transcript requests, evaluate degree and certificate requests, create student identification cards and many other services. Check out our website for more information westvalley.edu/admissions.

Learning Outcomes
After accessing services of Admissions and Records, a student will be able to:
- Process an application online;
- Use the WVCPortal for processing adds, drops, change of address and transcript requests;

Students, who submit an Academic Appeal petition for Readmission, will:
- Learn the Academic Appeal process and policies.
- Understand the meaning of Academic Probation/Discipline and Progress Probation/Disciplinary.
- Develop a clear and concise Educational Plan to achieve their goals.
- Identify and utilize resources for academic improvement.

ASSOCIATED STUDENT GOVERNMENT
(408) 741-2006
westvalley.edu/campuslife
West Valley College believes that participation in co-curricular student activities enhances and enriches the student’s education. Associated Student Government at West Valley College which annually elects its own administrative officers, student senators, and directors who are provided with practical leadership training and education in the functions of government and leadership. In addition, the Associated Student Body elects its own student trustee to the District Board of Trustees. The Student Senate is afforded a variety of opportunities to participate in various College-wide committees and task forces. All these activities serve to provide students with opportunities to participate in the shared decision and policy-making processes of the College.

BOOKSTORE
(408) 741-2015
westvalley.bncollege.com
The Viking Bookstore is professionally managed by Barnes and Noble College Stores and is located in the WVC Campus Center. The bookstore stocks all required textbooks and supplies as well as WVC imprinted clothing and giftware, 20% off national campus bestsellers, Nook products, and a wide selection of beverage and snack items. We offer a rental option on many textbooks for substantial savings to our students, a year-round book buyback program in the store and easy online ordering for pick up or delivery through our website. To receive notices of our latest special offers, events and information, “Like” us on Facebook at: facebook.com/westvalleybookstore.

Learning Outcomes
The student worker will learn:
- Cashiering;
- Shipping/Receiving;
- Stocking;
- Customer service;
- Personal responsibility;
- Time management required for successful work.

The above listed skills are carried on into work both on and off campus.

CalWORKs PROGRAM
(408) 741-4007
westvalley.edu/services/calworks/
If you are a student who receives CalWORKs/TANF (Temporary Assistance to Needy Families), you may be eligible to receive individual career and personal counseling, services and support to help you succeed in school and meet the requirements of your CalWORKs plan. The CalWORKs Program can assist you with child care, books and supplies, transportation and other needs. Work study jobs, tutoring and support groups are also available.

Learning Outcomes
After participating in the CalWORKs program, a student will be able to:
- Define personal and/or academic goals, short term or long term;
- Identify on and off campus resources.

CAMPUS SAFETY
(408) 741-2092
wvm.edu/police/
The West Valley/Mission College District strives to maintain a safe environment for students, faculty, and visitors to pursue educational objectives. However, a truly safe and secure campus can only be achieved with cooperation of all members of our college community. Please see the schedule of classes for further information on crime prevention.

The District takes great pride in being among the safest campuses in the South Bay area. A detailed campus safety brochure is available on request or at many on-campus student services locations. The West Valley/Mission College District Police Department submits monthly crime statistics to the Department of Justice. Current statistics are available from the Police Department and in the schedule of classes.

CAREER PROGRAMS CENTER
(408) 741-2098
westvalley.edu/careers/
The Career Programs Center, located in the Ciker 102, provides information on degree and certificate programs with career emphasis. Brochures and major sheets for career programs are available. To receive a packet of information on any career program, call or check our web site.

CHILD DEVELOPMENT CENTER
(408) 741-2409
westvalley.edu/services/childcenter/
The Child Studies Department at West Valley College offers an early childhood program for children 2 to 6 years old. The Child Development Centers are open from 7:45 a.m. to 5:15 p.m. Children must be two years old prior to enrollment in the program. Students, staff, faculty and community families are eligible for the program. Tuition subsidy is available for low-income families. Eligibility is determined based on family size, gross monthly income, and reason for needing child care.
This program is an integral part of our Child Studies Department Early Childhood Teacher Training Program and provides an exemplary opportunity for Child Studies students to observe and participate in a model early childhood classroom. The Child Development Center core staff are fully qualified teachers in early childhood education. For more information on availability and hours, contact the Child Development Center office or stop by Room 50 in the Ciler building.

Counseling Services
(408) 741-2009
westvalley.edu/services/counseling/

The College Counseling Services is staffed by competent, highly-trained and diversely experienced counselors. The primary goal of Counseling Services is to provide opportunities for students to clarify their personal, academic, career goals; develop self-confidence, self-esteem, and self-direction, to make informed decisions, and utilize resources. Additional counselors are located in support programs (DESP, EOPS, TRIO, Career Programs, and Veteran’s Center). Counseling services include the following:

Academic Counseling
Academic counseling includes educational goal-setting, exploring educational options and opportunities, evaluating educational potential, and providing the student with clear, concise and up-to-date educational planning and transfer information.

Career Counseling
westvalley.edu/services/careers/

Career counseling provides the student with an opportunity for clarification and integration of career and educational goals, study of careers and lifestyles, vocational and career inventories, and career decision making courses.

Personal Counseling
Personal counseling is provided to students who seek assistance in resolving personal, relational, self-identity, or health-related problems which are limiting or interfering with the student’s ability to successfully pursue a college education.

Counseling Courses
Counseling 000A Orientation, mini course on college survival tools, orientation to WVC and a two year education plan. This course is required for priority registration status.

The following courses are transferable: Counseling 2, Academic and Personal Planning; Counseling 5, College Success; Counseling 12, Careers and Lifestyles; Counseling 12C, Career and Lifestyles; Counseling 24, Personal Growth; Counseling 45, Successful Study Strategies, Counseling 50, Cross-Cultural Perspectives; Counseling 90, Transfer with Success.

Learning Outcomes - Courses
After completing courses in Counseling, a student will be able to:
- Identify strategies for making wise choices, goal setting, taking responsibility, and thinking critically about life choices;
- Create a plan with long and short term goals to achieve their personalized educational and/or career goal.

Learning Outcomes - Services
After utilizing Counseling services, a student will be able to:
- Identify course selections for the next semester;
- Demonstrate an understanding of which general education pattern to follow, and how to access the major requirements needed to achieve their educational goal.

Counseling Services is located in the Student Services Center.

Disability and Educational Support Program (DESP)
(408) 741-2010
westvalley.edu/desp/

The primary purpose of DESP at West Valley College is to facilitate the success of students with disabilities in classes and programs. A variety of services and educational assistance courses are provided in an effort to equalize educational opportunities for students as they move toward their educational or vocational goals. Course offerings are listed under Disability and Educational Support Program, Kinesiology and Non-credit in this catalog.

Learning Outcomes
Following the completion of the DESP orientation:
- A student will demonstrate knowledge of the next steps to enroll at West Valley College and DESP with 70% accuracy.

Support Services
Support services are provided on an individual needs basis.
- Interpreters / RealTime Captioning
- Counseling
- Notetakers
- Alternate media / e-text
- Specialized equipment
- Readers
- Registration priority
- Mobility assistance
- Braille transcription
- Test-taking assistance

Counseling Services
Specialized counseling is available to assist students with the college application and registration process and to provide academic, career and disability-related counseling to aid student success.

Learning Disability Services
Assessment of learning difficulties and courses for students with learning disabilities are offered.

Adapted Physical Education
Physical education courses designed for students with disabilities are listed under Kinesiology and Non-credit in this catalog.

Assistive Technology Services
Assistive technology and evaluation training in the use of computer technology are available.

District Police
(408) 741-2092 West Valley College (Police office only)

(408) 299-2311 West Valley College (for non-emergency police officer response) 9-1-1 for emergency only

wvm.edu/police/

The West Valley/Mission District Police Department provides police patrols during class sessions, weekends, and holidays. The District Police have full state law enforcement authority identical to that of your local police and sheriff. Officers are responsible for a wide range of public safety services, including crime reports, traffic accidents, criminal investigations, and all other incidents requiring police assistance. District Police Officers maintain a mutual aid policy with the police of the city of Santa Clara and the Santa Clara County Sheriff’s Department.

District Police Officers may be supplemented by non-sworn, uniformed Parking Enforcement Officers, who may assist with non-emergency situations, aid motorists, provide campus information, issue parking citations, direct traffic, and provide safety escorts and foot patrol services during evening hours.

Please see the schedule of classes for further information on campus safety, a drug free campus, and Student Right to Know. For further information regarding the District Police, parking, “Student Right to Know” and crime statistics, visit: wvmccd.cc.ca.us/police. “Student Right to Know” information is also available at the District Police Office.

Extended Opportunity Programs & Services (EOP&S)
& Cooperative Agencies Resources for Education (CARE)
(408) 741-2023
westvalley.edu/eops/

EOP&S offers educational and financial support services to students who have historically experienced language, social and economic barriers. Students must meet the state mandated educational and financial disadvantage criteria to be considered eligible. The intent, purpose, and resources of EOP&S are aimed at assisting students to achieve their academic and career goals.

CARE is a program designed to help single parent students succeed in college. CARE students must be at least 18 years of age and single heads of household. The student or their child, who must be under 14 years of age, must be receiving CalWORKS/TANF/AFDC.

All CARE students are also EOP&S eligible.

Services include:
- Book vouchers and grants
- Priority registration
- Academic, career and personal counseling
- Assistance with the transfer process
- University application fee waivers
- Additional tutoring hours
- Referrals to special programs and resources
- Peer advising
- Emergency loans
Multi-cultural awareness and social activities

Students interested in further information are encouraged to visit or call the EOP&S Office at (408) 741-2023.

Learning Outcomes

After participating in an EOP&S New Student Orientation, a student will be able to:

- Demonstrate social and personal responsibility by: attending counseling appointments, submitting academic progress early alert, developing educational plan with a counselor.

FINANCIAL AID

(408) 741-2024
westvalley.edu/financialaid/

Financial Aid opens the door to post-secondary education for many whom could not otherwise afford its costs. Financial Aid manages programs designed to help students pay for educational and living expenses while they are in school. We evaluate student circumstances and identify all of the Federal, State, and Institutional programs available.

How to Apply

Students must complete the Free Application for Federal Student Aid (FAFSA) online at: fafsa.ed.gov or California Dream Act Application (CADAA) at: dream.ca.gov. Additional documents may be required. Be sure to respond immediately to any requests made by the financial aid office.

Learning Outcomes

Students who participate in Federal Work Study (FWS) will be able to:

- Develop and refine time management skills by balancing and prioritizing work and academic demands;
- Develop an understanding of Supervisor/Employee relationships;
- Apply theoretical concepts learned in class to real life, real time situations; e.g., accounting and childcare.

Financial Aid Programs

Federal Programs

Federal Pell Grant – Assists students to cover school related expenses.

Federal Supplemental Educational Opportunity Program (FSEOG) – Student must be eligible for Pell Grant and be enrolled in at least 12 units (full time).

Federal Work Study – Provides the opportunity to work on campus or off campus.

Federal Direct Student Loans - Assists students with unmet need to cover books and supplies. Minimum GPA 2.0

Federal Perkins Loan - Provides low interest loans to students demonstrating exceptional financial need. Minimum GPA 2.0

Cal Grant C – Helps vocationally oriented students acquire marketable job skills within a short period of time. If eligible for a Cal Grant, ask the Financial Aid Office for additional supplemental grants.

Learning Outcomes

- Develop a Student Educational Plan with the goal of an associate degree, certificate and/or to transfer to a four year college or university.

State Programs

California Dream Act

Effective January 1, 2013 AB 540 students are eligible to apply for the California College Promise Grant (formerly BOGW) and other state programs. Complete application instructions are available online at dream.ca.gov.

California College Promise Grant (CCPG)

The California College Promise Grant (CCPG) waives enrollment fees and a portion of the mandated fees. Applications must meet eligibility criteria (e.g., household size and income levels, etc.). Visit: westvalley.edu/financialaid/ to fill out a CCPG application if the FAFSA or CADAA has not yet been completed.

California Grants (Cal Grants)

Cal Grant B – For disadvantage or low income students. Covers living expenses, books and supplies. Minimum GPA 2.0

Cal Grant C – Helps vocationally oriented students acquire marketable job skills within a short period of time. If eligible for a Cal Grant, ask the Financial Aid Office for additional supplemental grants.

California College Promise Grant (CCPG)

The California College Promise Grant (CCPG) waives enrollment fees and a portion of the mandated fees. Applications must meet eligibility criteria (e.g., household size and income levels, etc.). Visit: westvalley.edu/financialaid/ to fill out a CCPG application if the FAFSA or CADAA has not yet been completed.

Veterans Administration Educational Benefits

Veterans enrolled at the College may be eligible for educational benefits under the Veterans Administration (VA) Educational Benefits Program. These benefits include a monthly educational allowance. Most, but not all, of the programs at the College are approved for certification of VA benefits. Interested veterans and/or eligible dependents are urged to call or contact the VA Educational Benefits Certifying Official in the Financial Aid Office for more information.

In addition to the academic standards outlined in the West Valley Catalog and West Valley Schedule of Classes, Veterans collecting educational benefits will be subject to the following academic standards of the Veterans Administration for continuing eligibility:

1. Must maintain a minimum of at least a 2.0 (C) cumulative grade point average in course work attempted.
2. Veterans falling below a 2.0 (C) cumulative grade point average will be given a maximum of two (2) semesters to correct the academic deficiency and bring their cumulative grade point average to at least the 2.0 (C) minimum requirements.
3. Veterans whose cumulative grade point average remains below 2.0 (C) for more than two (2) semesters will be allowed to pursue their educational goal but will not be certified for veteran’s educational benefits until such time as their cumulative grade point average is at least 2.0 (C) or higher.

FIRST YEAR EXPERIENCE

(408) 741- 2054
westvalley.edu/learning-communities/first-year/

The ‘First Year Experience’ (FYE) program at West Valley College is a learning community designed for students who want to succeed in meeting their educational goals and who welcome additional support and guidance. All students are eligible for FYE. Students take an English and/or Math class in addition to FYE successes (Counseling 5) with other FYE students. Most of the students in the program are recent high school graduates, but other interested students are welcomed. Classes are in a Monday – Thursday daytime schedule. This block schedule approach provides an opportunity to develop strong support and connections with other students, instructors and support services. FYE students receive the focused attention which contributes to college success. These integrated classes are a great way to learn about college while developing success oriented strategies leading to graduation and transfer.

Learning Outcomes

After participating in the First Year Experience, students will:

- Develop a Student Educational Plan with the goal of an associate degree, certificate and/or to transfer to a four year college or university.

FOOD SERVICES

(408) 741-2026
westvalley.edu/contact

The Campus Center Cafe offers a variety of menu selections. These selections include hot breakfast, salad bar, Asian fair, Mexican cuisine, deli bar, grill, baked goods, snacks and beverages. Vending machines are located throughout campus and a coffee cart is available in the Campus Center and College Library.

THE GINNY ARAGON BOOK LOAN PROGRAM

(408) 741-2080

Funds are limited but available on a first come first served basis for students taking a minimum of 6 units. These funds are a loan which must be repaid. This activity is located in the Admissions and Records building.

HEALTH SERVICES

(408) 741-2027, for emergencies call 911
westvalley.edu/services/health/

The College maintains a Student Health Service designated to facilitate the physical, emotional and social well-being of students to increase their potential for educational success.

Services include personal and crisis counseling, limited medical treatment, contraceptive counseling, screenings for blood pressure, vision, hearing, pregnancy and tuberculosis, health assessment, education and referrals to community resources.

Services are provided by a team of health professionals including registered nurses, mental health counselors, and consulting physicians. Special programs and activities are conducted to address issues related to sexuality, substance abuse, HIV and other high risk health concerns.

Telephone advice to off-campus students is available. In addition, students can get information at the following website: westvalley.edu/services/health
Learning Outcomes
After accessing one or more Health Services programs, services, and/or activities, a student will be able to:
• Locate and utilize the health services offered on campus.

HONORS
(408) 741-2147
westvalley.edu/learning-communities/honors/
The Honors Program is one of West Valley College’s premier services that promote academic excellence and critical-thinking. The program’s primary mission is to create and maintain course enrichment by promoting intellectual and creative development. Through an interdisciplinary academic approach, the Honors Program concentrates on three course-based themes: Civilizations of the World; Science: Inquiry and Applications, and Thought and Politics. Students have the option of enrolling in one, two, or three courses per semester depending on pre- and corequisites. Counseling is also part of the Honors Program where students are provided with academic planning, personal guidance, and transfer application support.
Honors students who want to take advantage of the Transfer Alliance Agreement (TAP) Program to UCLA are required to complete general education courses, major preparation requirements, and competitive GPA to receive priority admission consideration. To qualify for the TAP Program, students must also complete six or more Honors courses (18 units) by the time they complete 60 or more transferable units.
To qualify for the Honors program, current students must Earn a GPA of 3.25 or higher in at least 9 units of university transferable work at WVC. Complete English 1A with a grade of A or B or take 1A concurrently with your first semester of Honors courses and earn an A or B. Schedule an interview with the Honors Coordinator. To qualify as a high school student, students can apply to the program with a 3.5 High School GPA.

INTERCOLLEGIATE ATHLETICS
(408) 741-2017
athletics.westvalley.edu
The College offers men’s and women’s sports at the intercollegiate level. West Valley College is a member of the Coast Conference and participates in water polo, soccer, basketball, track and field, baseball, softball, swimming, and volleyball. Students interested in participation and in learning about eligibility requirements may contact the Department of Kinesiology and Athletics at West Valley College.
Learning Outcomes
After participating in Intercollegiate Athletics a student will:
• Demonstrate an understanding of the rules and/or assignment of the sport of participation;
• Demonstrate improvement in 3-5 skills specific to the participants sport;
• Demonstrate team commitment and team strategies to be successful.

INTERNATIONAL STUDENTS OFFICE
Student Services Center
(408) 741-2694
(408) 741-4028
westvalley.edu/services/international/
The International Students Office facilitates the application process and the transition to studying in the United States. To be admitted to the college, a student must achieve a minimum TOEFL score: 500 (paper based), 173 (computer based), or 61 (internet based). IELTS, TOEFL and Step Eiken are also accepted in lieu of TOEFL. Please contact department for cut scores. The international student advisors hold orientations at the start of the semester to accullate the students to the American Educational system and to review and in learning about eligibility requirements may contact the Department of Kinesiology and Athletics at West Valley College.
Learning Outcomes
After participating in Intercollegiate Athletics a student will:
• Demonstrate an understanding of the rules and/or assignment of the sport of participation;
• Demonstrate improvement in 3-5 skills specific to the participants sport;
• Demonstrate team commitment and team strategies to be successful.

MIDDLE COLLEGE PROGRAM
(408) 741-4643
wvc.middlecollege@westvalley.edu
The Middle College Program is a joint venture with the Campbell Union High School District and the Los Gatos – Saratoga Union High School District. The program is a high school alternative for juniors and seniors from these two high school districts. It offers students with college potential the opportunity to complete their high school requirements on the West Valley campus. The Program empowers students by giving them choices and treating them as adults. Designed to provide a supportive yet challenging adult setting, the program enables students to take college level courses while completing high school graduation requirements. This new academic environment will provide students with an opportunity to stimulate their academic development and spark their quest for learning. For information contact the Middle College Office at (408)741.2529 or wvc.middlecollege@westvalley.edu
Learning Outcomes
After completing one semester in the Middle College Program, students will be able to:
• Utilize the student portal to register, access grades and read campus notifications;
• Select appropriate college courses that will meet high school graduation requirements and GE requirements;
• Demonstrate knowledge of campus support services.

OUTREACH
(408) 741-2672
westvalley.edu/admissions/outreach
The Outreach team at West Valley College serves prospective students and existing students by introducing them to information and resources that will help improve their college experience and help eliminate obstacles to educational opportunity. We share information on college planning, admission requirements, degree and certificate programs, guaranteed transfer programs, financial aid, campus life, student services, and much more. Campus tours and high school visits are arranged through the Outreach Office.
Learning Outcomes
After participating in outreach services and/or activities, a prospective student will be able to:
• Demonstrate knowledge about the California systems of higher education and independent colleges and universities, including admissions requirements, transfer agreements, costs, scholarships and financial aid, and student support services;
• Demonstrate knowledge about the community college system and determine which community college meets his or her academic goal;
• Identify the benefits of higher education and evaluate the appropriateness of each educational option.

PARKING REGULATIONS
(408) 855-5435
westvalley.edu/parkinginfo/
A valid student or staff parking permit is required to park on campus. Student and Staff parking permit requirements are enforced seven (7) days a week between 7:00am and 10:00pm. Parking areas specifically marked for disabled parking, red zones, loading zones, time zones and other restricted areas are enforced everyday, 24-hours a day. Overnight parking is prohibited without prior authorization from the District Police Department. Vehicles left overnight without authorization from the District Police may be towed at owner’s expense.
Semester-length student parking permits may be purchased at the Admissions and Records Office or online at westvalley.edu from any computer. Please have the vehicle make, model, color and license plate number available when you place your order.
Daily permits may be purchased at any of the daily permit dispensers located in each of the student parking lots. All daily permit dispensers will accept $1.00 bills, quarters, dimes and nickels.
To be valid, all parking permits must be properly displayed on the inside lower left corner (drivers side) of the front dashboard. To be properly displayed the
permit number and expiration date must be clearly visible from the outside of the vehicle. Improper or non-display of a permit will result in a parking citation. Purchase and/or possession of a permit does not authorize parking on campus. It is the responsibility of the driver to properly park the vehicle and display a valid and authorized permit. Vehicles with car covers are no exception. Failure to properly display a permit will result in a citation. Visitor parking (30 minute limit) is available, free of charge, in designated spaces in parking lot 5.

Motorcycles/motor scooters are prohibited from parking in spaces designated for four-wheel vehicles. Designated motorcycle parking is available in parking lots 2, 5, 7. No parking permit is required for motorcycles parking in designated motorcycle parking areas.

Disabled parking—All drivers who are disabled (as defined in the California Vehicle Code Section 2065.5) and use a designated disabled parking stall must display a valid pl acard or specialized license plates issued by the California Department of Motor Vehicles. Failure to display a valid placard or plate will result in a citation and fine of $290.

Special parking and loading-Students or Staff members who have special parking or loading needs must contact the District Police in advance. Business cards or notes left on the vehicle are not acceptable and a citation will result. No warnings are issued.

This parking information was accurate at the time of publication. However, due to changes in legislation, procedure, or policy, these regulations or procedures are subject to change without written notice. This is a summary of District Parking Policies. Detailed information is available at the Police Business Office or online at: wvm.edu/services/police/parkingtraffic

PUENTE PROJECT
(408) 741-2614
westvalley.edu/learning-communities/puente/
The Puente Project is a year-long program that prepares students to compete academically in a university environment. It emphasizes the Mexican-American/Latino experience through English writing, counseling, and mentoring components. The Puente Program integrates:

• Two-semester English 905 & 1A linked classes.
• Two semester Counseling classes.
• Individual academic, personal, and career counseling.
• Transfer information, university tours, student motivational and transfer conferences, and assistance with the transfer process.
• Personal mentor relationships with professionals from the Mexican-American/Latino community.

Learning Outcomes
Through participation in the Puente Project, a student will:

• Develop a Student Educational Plan with the goal to transfer to a four year college or university.

Working together as a Puente team, an English instructor and a college counselor join with students to establish a foundation for the students’ academic and professional success. The program starts in the fall semester and runs through spring semester. The program is only intended for students who are planning to transfer, are enthusiastic and committed to learning about the Mexican-American/Latino experience, and would like to become involved in extracurricular activities (meetings, trips, tours, and workforce visits). For additional information and/or to join Puente, please contact Joe Bucher at (408) 741-2614 or joe.bucher@westvalley.edu.

SAFETY SERVICES & ASSISTANCE
(408) 741-2092
wvm.edu/police/
The District Police will provide you with assistance and investigate thefts, assaults, harassment, or other crimes. Printed information on crime prevention, substance abuse, and personal safety are available to you at no charge.

Safety escort services are available at both campuses at no charge by calling the District Police Business Office (741-2092).

SUCCESS CENTER
(408) 741-2038
westvalley.edu/services/success-center/
The Success Center promotes life-long learning by providing tutorial support, engaging in facilitative learning techniques, assisting students with time management and planning, demonstrating effective studying strategies, providing stress management tools, and helping students set academic and personal goals. All currently enrolled West Valley Students are eligible for FREE support by trained, qualified peer tutors in a wide variety of subjects. Most tutoring is offered on a drop-in basis, though some individual and group appointments can be made. The Center also offers study group facilitation, exam review sessions, use of specialized software on in-house computers, and tailored strategies for a diverse range of learners. Opportunities for paid tutor positions are open on an ongoing basis for qualified applicants; check our website or visit the Center for more information.

Learning Outcome
After accessing and using the Success Center, a student will be able to:

• Demonstrate knowledge of campus support services;
• Understand and identify effective time-management and study skills;
• Identify their preferred learning modes and employ them in order to comprehend course materials.

After accessing and using the Success Center, facilitated study groups will be able to:

• Identify and understand effective group study strategies;
• Empower each other to learn difficult course concepts and problem-solve together to achieve course goals;
• Employ and utilize these techniques, whether in the Center or on their own.

After being employed by and working in the Success Center, peer tutors will be able to:

• Understand and follow legal guidelines for peer support (e.g. FERPA) and professionalism in the workplace;
• Demonstrate knowledge of effective study strategies, time management skills, facilitated learning techniques, and the various types of learners we encounter;
• Facilitate group and individual learning of course concepts through differentiated strategies that address a wide variety of learners;
• Demonstrate interpersonal skills, including but not limited to effective verbal and non-verbal communication skills and emotional intelligence.

STUDENT DEVELOPMENT & CAMPUS CENTER
(408) 741-2006
westvalley.edu/services/transfercenter/
The office for Student Development & Campus Center is dedicated to fostering a vibrant and engaging campus community. Student Development promotes a student-directed environment, whereby students are trained with the knowledge, skills, and self-agency to lead their peers in creating positive changes on campus. Students can develop their leadership skills through several organizations, including the Associated Student Government, Campus Activities Board, student organizations, and the Information Desk. The Campus Center serves as the hub for student engagement and the "living room" of the campus. The Campus Center is a place for students, faculty, and staff to build community, engage in co-curricular opportunities, and utilize services such as campus dining and the Viking Bookstore.

Learning Outcomes
Student Development & Campus Center specifically promotes learning among student leaders, in order to engage students and enhance student life on campus. As a result of their active engagement with Student Development, student leaders will be able to:

• Assess an issue or problem and enact a strategic plan to address it.
• Appropriately challenge unfair or unjust behavior and advocate for equity and inclusiveness.
• Develop strong interpersonal relationships and build cohesive teams.

TRANSFER CENTER
(408) 741-2040
westvalley.edu/services/transfercenter/
The Transfer and Career Center is located in the Counseling Center Building in the North Walk Portables. The Transfer Center’s mission is to meet the needs of students preparing to transfer to a bachelor’s degree program by providing accurate, up-to-date information, resources, activities and services that support the transfer process.

Learning Outcomes
Through participation in Transfer Center activities, students will be able to:

• Students will be able to identify appropriate 4-year colleges/universities that can help them meet their transfer goals;
• Students will be able to access and complete all steps of the admission process to 4-year.

Transfer Center Resources
• Free UC and CSU application workshops;
• Access to online tools that outline the courses and requirements necessary to transfer;
• Information regarding TAGs (Transfer Admission Guarantees) to the University of California schools;
• Handouts that outline the UC & CSU GE requirements;
• An annual Transfer Day that hosts over 40 college and university representatives (every fall semester);
• Campus visits from four-year universities (including individual appointments with university representatives);
• Counseling appointments available.

Career Center Resources
The Center hosts a career resource library which includes a collection of books, articles, catalogs, and computer-based materials to assist students in exploring career options. The Center also subscribes to EUREKA, a computerized up-to-date library of occupational and educational information.

TRIO STUDENT SUPPORT SERVICES
(408) 741-2022
westvalley.edu/services/trio/
The West Valley TRIO program is a federally funded program, focused on increasing the graduation and transfer rates for low-income, first generation and/or disabled students by providing support and resources to assist students in attaining their academic and career goals.

Services provided include:
• Personal, career and academic counseling
• Priority registration
• Additional tutoring services
• Financial aid and Scholarship assistance
• College visits
• Workshops on transfer, career, and financial literacy

Please call (408)741-2022 for additional information and/or visit our website at westvalley.edu/trio/

Learning Outcomes
After participating in the TRIO program for two semesters:
• Students will develop a complete educational plan with either certificate, AA/AS and or transfer requirements;
• Students will report an improvement of their knowledge of transfer information;
• Students will report an improvement in their knowledge of financial literacy.

UMOJA/SUCCESS
(408) 741-2608
westvalley.edu/learning-communities/umoja/
SUCCESS is a counseling, instruction and mentoring program that emphasizes the African American experience and builds community among students. The program focuses on implementing West Valley Colleges’ Strategic Goals. For additional information and/or to join the Success program, please contact Philip Severe at (408) 741-2493 or philip.severe@westvalley.edu Paulette Boudreaux at (408) 741-2430 or paulette.boudreaux@westvalley.edu

The SUCCESS Program:
• Offers linked English 905 and 1A courses, Counseling 5 and 12C.
• Encourages enrollment in History 12, English 12 and Counseling 50.
• Provides students with college, peer and community mentors.
• Connects students with support services on campus and with transfer institutions.
• Provides cultural events, social outings and visits to transfer institutions.

Learning Outcomes
After participation in courses and activities in the Success Program, a student will be able to
• Develop a Student Educational Plan with the goal of an associate degree, certificate and/or to transfer to a four year college or university.

VETERANS RESOURCE CENTER
(408) 741-4030
westvalley.edu/services/veterans/resources.html
The Veterans Resource Center (VRC) provides support and peer mentoring to ensure veteran students and their dependents are successful at West Valley College. Some support services are provided adjacent to the VRC, along with a monthly newsletter, events, and networking opportunities with the Vets Club. Veteran students will find additional support and guidance with our established partnership with the San Jose Vet’s Center.

Learning Outcomes
• As a result of using the Veterans Resource Center, veteran students and their dependents will be knowledgeable of and utilize two to three student support services to aid in their successful integration to West Valley College;
• Program participants will be aware of community resources that can support their educational and career success. As a result of Veterans participating in Veteran Resource Center activities veterans will be able to problem solve, develop a sense of belonging and pride for West Valley College and develop social awareness.

WORK EXPERIENCE
(408) 741-2114
westvalley.edu/academics/workexperience/
Students can enroll in either “General” Work Experience, which will develop general job skills, vocational awareness, and understanding of successful employment, or “Occupational” Work Experience, which is directly related to the student’s field of study. Learning objectives are set up with a Faculty Advisor and units are transferable to CSU and many private colleges.

Learning Outcomes
After completing units in Work Experience, a student will be able to:
• Demonstrate personal and professional standards for responsibility, honesty, and decision-making;
• Demonstrate verbal and written communication skills;
• Set and manage priorities;
• Employ technology to enhance educational and career opportunities;
• Demonstrate interpersonal skills in various settings;
• Demonstrate flexibility and be adaptive to changing demands;
• Apply academic skills and concepts to the workplace.

CATALOG DISCLAIMER
All information contained in this 2019-2020 catalog is current as of 6/12/19. Although every effort has been made to assure the accuracy of all information, students and others who use this catalog should consult with a counselor for recent additions, deletions or changes.

CHANGES IN RULES AND POLICIES
The West Valley-Mission Community College District and West Valley College have made every reasonable effort to determine that everything in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the West Valley-Mission Community College District or West Valley College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and College further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures.