



STUDENT SERVICES

Student Services personnel are committed to providing opportunities for each individual student's total educational development. Specific student services are integrated with the instructional program of the college to address individual needs for educational, personal, social, cultural and career development.

Counseling

Individuals may find counseling services helpful as they make decisions and formulate plans in various phases of their academic career. EACC honors the value and dignity of each individual; therefore, counseling is provided to help each student realize his or her full potential. Counselors can assist students in selecting courses of study, determining transferability of courses and career planning. Counselors can assist with the transition to independence and challenges in balancing academic and personal commitments. Assistance is provided by the counseling staff in the following areas:

1. Academic advising to develop and clarify educational plans and make appropriate course choices.
2. Confidential counseling sessions to assist students in managing the academic environment and dealing with issues which can hinder student success.
3. Career counseling to explore possible career directions, occupational information, and self-appraisal of interest, personality and abilities. The Career Resource Center houses reference materials such as books, videos, and up-to-date job listings to assist individuals in career preparation and job placements. College catalogs from various colleges and universities are also available for students who are planning to transfer from EACC. Computer programs such as the O*NET are available to students to assist with career exploration. These services are located in the Student Services Complex.

EACC strives to meet various needs of students through counseling and referrals when appropriate. Legal concerns, medical issues, mental health issues, and suicide prevention services are offered to students if needed.

Testing

EACC serves as a testing center for the administration of the following examinations:

PRAXIS Series: EACC offers PRAXIS for the specialty area and PPST by Non-Standard testing only. Contact ETS at 800-772-9476.

CLEP: The College Level Examination Program is designed for students who possess knowledge for certain college-level courses. These exams assess knowledge of fundamental facts and concepts, perceptions of relationships and understanding of principles. EACC awards up to 12 semester hours through CLEP. A maximum of 12 semester hours of college credit can be awarded through examination, experience or a combination of the two.

Correspondence/Internet Exams: The testing center also administers final exams for the convenience of students taking correspondence and/or Internet courses from other institutions.

Placement Testing

In compliance with ACT 1052 and renewed ACT 1011, EACC will utilize the ACT or ACCUPLACER standardized test batteries for placement into English, Reading, and Mathematics. The student is responsible for providing documentation of appropriate test scores not taken at EACC. Please contact the Coordinator of Testing for current placement test scores at 870-633-4480, ext. 301 or 302.

The following guidelines are applicable to the placement testing process at EACC:

1. All first time entering college freshmen who have not taken the ACT or ACCUPLACER.
2. Any students interested in taking English, reading or mathematics courses.
3. Transfer students who have not taken an English, Reading, or Mathematics course at their previous institution.

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Course Placement Rules and Procedures

Course placement is mandatory. Proper course placement prepares students for successful completion of college coursework. Course sequences are designed to allow students to achieve their full potential. Students are required to enroll in the courses specified on the placement test score table. However, students may retake a placement test if they feel their scores do not accurately reflect their current knowledge and abilities.

Test scores used for placement must be no older than five years. Students with test scores more than five years old must retake a placement test. Students must successfully complete both MTH 1073 and MTH 1093 within five years or must take a placement test. Students must successfully complete LAN 0966 within five years or take a placement test.

EDN 1023 Keys to College Success is mandatory for all students required to enroll in any one of the following courses: LAN 0966, LAN 0973, MTH 1073, or MTH 1093.

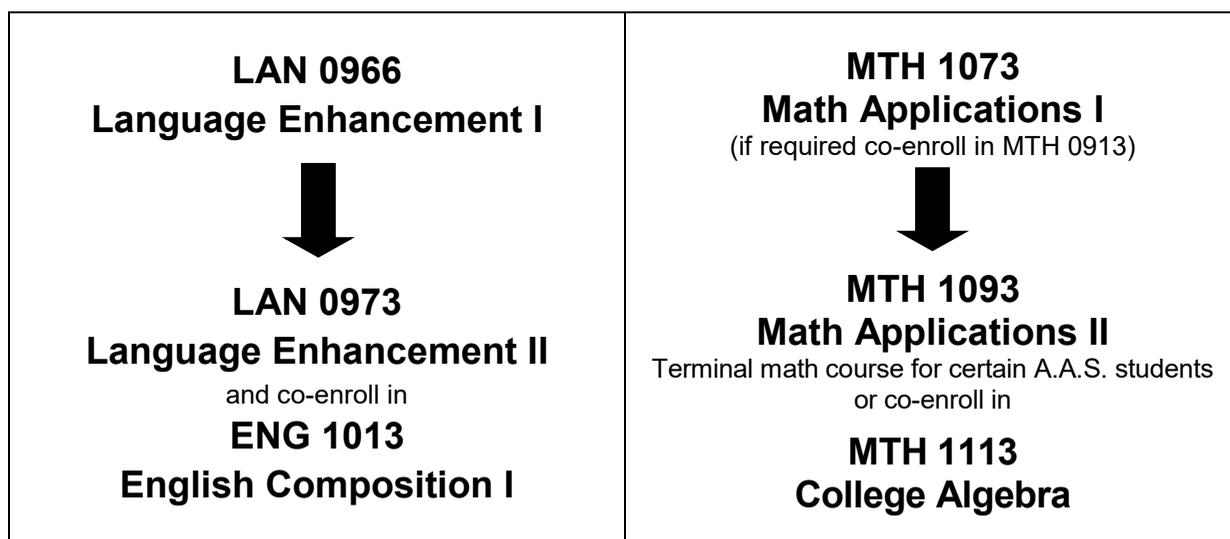
Placement into higher level mathematics courses is contingent upon appropriate placement test scores that may not be included on the placement test score table.

Since LAN 0973 and ENG 1013 are co-requisites, they must be taken together. LAN 0973 cannot be taken by itself. A student must earn a satisfactory grade in both courses during the same semester, or must repeat both courses. A student who wishes to withdraw from one course must withdraw from both.

MTH 0913 will be taken simultaneously with MTH 1073. Students cannot withdraw from MTH 0913 without withdrawing from MTH 1073. MTH 1093 will be taken simultaneously with MTH 1113 unless the degree of study requires MTH 1093 only. Students cannot withdraw from MTH 1093 without withdrawing from MTH 1113.

Students are responsible for consulting course descriptions in the catalog for information about prerequisites and other course requirements.

Illustration of Course Sequences



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Placement Test Score Table

| ENGLISH AND READING SCORES | | |
|--|--|--|
| Test scores must be met in <u>both</u> English and Reading in order to enroll in LAN 0973 or ENG 1013. | | |
| COURSE | ACCUPLACER | ACT |
| LAN 0966 Language Enhancement I | English: 60 or below Reading: 69 or below | English: 15 or below Reading: 15 or below |
| LAN 0973 Language Enhancement II (co-enroll in ENG 1013) | English: 61-84 Reading: 70-79 | English: 16-18 Reading: 16-18 |
| ENG 1013 English Composition I (no LAN required) | English: 85 or above Reading: 80 or above | English: 19 or above Reading: 19 or above |
| MATH SCORES | | |
| COURSE | ACCUPLACER Algebra Test | ACT Math Test |
| MTH 0973 Introductory Math (co-enroll in MTH 1073) | 30 or below | 14 or below |
| MTH 1073 Math Applications I | 31-65 | 15-16 |
| BUS 1023 Business Math | 66-79 | 17-18 |
| MTH 1093 Math Applications II (co-enroll in MTH 1113 if required) | 66-79 | 17-18 |
| MTH 1113 College Algebra | 80 or above | 19 or above |

Test scores used for placement must be no older than five years. Students with test scores older than five years must retake a placement test. *Rev. 7/13/2016*

Student Advisory System

Students are assigned advisors who will assist them in choosing and planning educational programs suited to their individual needs. Various placement tests are given to assist students in planning their educational programs. As of Fall 1988, all degree-seeking students must take placement tests and be placed into courses according to their test scores. The advisor confers with the student during registration, at regular intervals during the semester, and whenever assistance is needed.

Student Support Services

Student Support Services is a federally-funded TRIO program for students with academic needs who have the potential to successfully complete an educational program at EACC. These students must also meet certain guidelines described by the Department of Education. The overall objective of the program is to assist first generation, low income and/or disabled students so that they are able to graduate from EACC and transfer to a four-year school if they desire. Student Support Services offers assistance through tutorial sessions, mentoring, open labs and the transfer initiative. Workshops and seminars are also provided. Students who need academic assistance may apply in the Student Services Complex.

Veterans Educational Benefits

EACC is approved to provide assistance to veterans and veterans' beneficiaries. Veterans, their dependents, and others entitled to educational assistance payments from the Veteran's Administration. Contact the Veterans Certifying Official in the Student Services Complex at (870) 633-4480, ext. 304 for detailed information and application forms.

Veterans should complete the online benefit application process for a VA determination of eligibility for veterans' education benefits. The online application may be found at <http://vabenefits.vba.va.gov/vonapp/main.asp>.

Disability Accommodations

EACC fully recognizes all provisions of the Americans with Disabilities Act of 1991 and Section 504 of the Rehabilitation Act of 1973 and prohibits discrimination based upon disabilities. To ensure timely accommodations, students should complete a Disability Services Request form at least two weeks prior to the start of classes so that appropriate accommodations can be made. Documentation from a qualified professional is required. For assistance, please contact the Coordinator for Disability Services at (870) 633-4480, ext. 304.

Student Activities

The East Arkansas Community College staff believes that activities outside the classroom enrich, supplement and support classroom learning. These activities offer opportunities for social growth and for the development of values, appreciations and insights. The student activities staff works with students, faculty, and staff to bring about an activity program appropriate to the students' needs. The staff seeks to provide an environment in which students may become self-disciplined, self-reliant and socially sensitive individuals.

The purpose of the East Arkansas Community College's student organizations is to provide educational, social, cultural and recreational programs for the benefit of the college's community and to help develop sound student leadership through the planning and execution of these programs.

The Learning Center

The EACC Learning Center, located in the Student Services Complex, provides services and resources to all East Arkansas Community College students. The Learning Center is equipped with up-to-date computers, and printers. The Learning Center is staffed by experienced tutors. The purpose of The Learning Center is to provide tutorial assistance to any student, in any class, who needs help with an assignment or challenging objective. A scheduled appointment is not needed, and there is no charge to the student. **The hours of operation will be posted.**

Library/Learning Resource Center

The Library is located in the Learning Resource Center and houses a wide variety of information resources. With extended hours, a helpful and friendly staff provides a balanced learning atmosphere needed in a college environment. Fifteen patron accessible computers allow access to peer-reviewed journals, an online encyclopedia, word processing programs, and other software. A collection greater than 30,000 volumes is available to support instruction on campus. The collection can be accessed using two dedicated terminals in the Library as well as from off-campus using the College website. The in-house collection also includes a number of magazines and newspapers, newly released fiction titles, and faculty reserved materials.

Coin-operated copiers are available for student use. A multi-media computer lab is located in the Library for instruction of specialized computer programs. A scantron machine is available to faculty for grading tests. ID's of students, faculty, staff and the public are issued in the Library and are needed to borrow books, to attend events on campus and to obtain parking permits. The facility opens before classes begin in the morning and extends until most classes are over at night to accommodate the needs of students. Hours of operation are posted on the Library's entrance.

Arkansas Career Pathways Program

The Arkansas Career Pathways Program at East Arkansas Community College is an educational and financial assistance program that offers students supportive services and financial assistance for career training. This federally and state funded program offers college classes to parents who meet established eligibility guidelines.

Career Pathways may be able to help eligible students overcome barriers that have kept them from getting the training and education needed for employment. Program benefits include: educational assistance, academic employability training, transportation assistance, daycare assistance, tuition assistance, academic and career counseling. Students receive a wide range of support services including program orientation, academic and technical classes, and assistance with job placement and retention. For more information about the Arkansas Career Pathways Program call 870-633-4480 ext. 358 or 371.

Computer Education Center

Opened for classes in August 1994, this impressive, fourteen-thousand-square-foot facility houses ten classrooms, staff offices, a large front desk area, an open computer lab, a work room for equipment maintenance, and storage space.

The CEC is open to all registered students for independent study and is home base for all campus computer services.

The hours of operation will be posted.

Student Handbook

The EACC Student Handbook is included at the back of this catalog. It is each student's responsibility to be knowledgeable of the intent, spirit, and contents of the Handbook.

Student Conduct Policy

East Arkansas Community College has a policy of low tolerance for student misconduct involving disorderly, lewd, indecent or obscene conduct, or lewd or indecent language, including profanity (cursing) on campus and at any college-sponsored event. College discipline shall be applied to any student's misconduct that adversely affects the College community's pursuit of its educational objectives. For policies and procedures, please consult the EACC Student Handbook located at the back of this catalog.

Campus Security Act and Student Right-to-Know

In compliance with the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542, as amended), and the Campus SaVE Act 2013, EACC collects and publishes campus crime statistics. This campus security report is available in the office of the Vice President for Student Affairs and the Student Services Complex, the EACC website, and during New Student Orientation.

Campus Security

Professional security officers patrol the campus for violations of the law and college policies as well as other activities which conflict with the interests of EACC. Students are encouraged to report crimes or suspicious activities promptly to the Campus Security Officer or to the Vice President for Student Affairs between the hours of 8:00 AM and 4:30 PM. In the evenings between the hours of 4:30 and 7:30 PM, individuals may file incident reports in the Student Services Complex or with the Campus Security Officer on duty. Assistance will be provided or local law enforcement authorities will be contacted if necessary or requested.

Student Health Insurance

It is the responsibility of the student to obtain health insurance. With the passing of the Affordable Care Act, younger adults may continue on their parent's insurance plan until age 26 or can acquire insurance through the Health Insurance Marketplace at <https://www.healthcare.gov>.

An international applicant must purchase health insurance and present evidence of this before enrollment. Such proof must be presented each semester.

Parking and Traffic Regulations

Parking permits are issued in the Office of Student Activities located in the Student Center. The first permit is free; all subsequent permits cost \$5.00. Permits are required for all vehicles parked on campus by students and faculty/staff.

Students will park in the north or west lots; visitors, faculty, and staff are to use the staff lot. Visitors should register in the Administration Building upon coming to the campus. Illegally parked cars may be charged \$5 for no stickers and up to \$25 for other parking violations. Fines are to be paid in the Student Center at the Cashier's window. Student grades will be held at the end of the semester for students who have not paid their fines. Appeals may be made to the Vice President for Finance & Administration. Repeated violations of the parking policy may result in the illegally parked car being towed away at the owner's expense.



STUDENT CLUBS AND ORGANIZATIONS

EACC offers a variety of clubs and organizations which can enhance a student's understanding of himself/herself and others. Students may join any college-sponsored activities for which they are eligible. All student organizations are sponsored by a staff or faculty member, and all groups function within the guidelines of the Student Affairs Office. All requests to form a student club or organization should be processed through the office of the Vice President for Student Affairs.

Student Activities Advisory Committee

This student organization established to provide an open line of communication between students and the Vice President for Student Affairs. SAAC supervises campus elections and/or social functions. The Coordinator of Student Activities serves as the group's advisor. SAAC is open to all students who are interested in attending and participating.

Baptist Collegiate Ministries

The Baptist Collegiate Ministries is open to all students. The purpose of this organization is to promote students' spiritual growth and development.

EACC Ambassadors

EACC Ambassadors is an organization designed to serve and promote East Arkansas Community College through recruitment and retention activities, hospitality, peer tutoring, positive role models, and various public relations functions.

Student Ambassadors are selected on the basis of good leadership qualities, interpersonal skills, academic standing, dependability, willingness to work and a desire to attract and retain students at EACC. Membership applications are accepted during each registration period.

M-MAP Program

M-MAP is an acronym for Minority-Male Assistance Program. This is a peer advisor program targeting entering freshmen. The program is designed to assist minority male students in reaching their educational goals. These students will participate in scheduled lectures on study skills, test taking, time management, values, responsibility, dressing for success, cultural enrichment, and motivational workshops.

Phi Theta Kappa (Beta Zeta Gamma Chapter) Chartered on the EACC campus in the fall of 1997, Phi Theta Kappa is an international honorary society. Membership is based solely upon academic achievement. Students must have a GPA of 3.5 or greater and have completed at least 12 hours of coursework leading to an Associate Degree.

Lambda Alpha Epsilon

Established on the Forrest City campus in 1992, Lambda Alpha Epsilon promotes professionalism in law enforcement. The international organization stresses high standards in law enforcement education and hiring and also promotes modern methods in field operations.

Diverse Women of EACC

Established on the East Arkansas Community College campus in 2005, the mission of the organization is to prepare college women for success. Diverse Women provides an open forum for college women to dialogue and address issues, concerns, and problems that impact women locally, nationally, and globally. Membership is open to any female student enrolled in college classes at EACC, regardless of age, race, background, or socio-economic status.

Intramurals

East Arkansas Community College is a member of the (ADIL) Arkansas Delta Intramural League. This program provides students with the opportunities for individual, dual, and team competition. Intramurals are designed to provide enjoyment and physical recreation during the student's college career. Some of the activities provided by the ADIL include: basketball, volleyball, dodgeball, kickball, and flag-football.