

ACADEMIC RESOURCES AND SERVICES

Tutoring

General Tutoring and Resources

General Tutoring and Resources offers tutoring in basic skills and subjects for which tutoring is not available in the other campus labs. Although a tutor for every subject cannot be guaranteed, the needs of all students are considered. Drop-in tutoring, primarily in chemistry, physics, accounting and economics are offered. Depending on availability, other subjects may be offered as well, including math, psychology, and sociology. No appointment is necessary to use the drop-in lab, and students may request individual appointments for certain subjects. All tutees must be currently enrolled at Valley. For detailed information, please call (818) 947-2744. General Tutoring and Resources is located in the temporary Learning Center.

General Tutoring and Resources Information and Reserve Desk houses print and non-print materials (audio and video recordings) and provides an environment for the self-paced use of instructional media materials. The Information and Reserve Desk may be used for credit courses in Developmental Communications, Instructional Television (ITV), and Learning Skills courses, depending on semester offerings. The Information and Reserve Desk also stores audio and video materials on reserve from campus instructors.

The Writing Center

*The Writing Center Humanities 100 and 102 818-947-2810
writingtutor@lavc.edu Scott Weigand, Director*

The Writing Center offers all students at LAVC free, individualized help with any kind of writing, reading, or critical thinking assignment in a comfortable setting. Students can receive assistance through one-to-one and group tutoring sessions, writing workshops, and instructive handouts. These different resources allow students to practice writing as a process, which is a guiding principle of the staff. We believe that writing has definite stages including prewriting, thesis statement development, drafting, revising, and editing. To develop and hone their own writing process, we encourage students to seek help from the beginning to the end of their assignments.

To work on their assignments independently, students are encouraged to use our computer lab where an assistant is always on duty to answer questions about word processing, MLA format, printing, and Internet research. If students have an Internet connection at home, then they can take advantage of the Writing Center's comprehensive website, where we offer online tutoring, instructive handouts, self guided tutorials, assistance for non native speakers and students writing across the disciplines, and various links for research. Visit www.lavc.edu/Wcweb/index.html.

In addition to the free services available to LAVC students, the Writing Center also offers classes where students can earn college credit: English 67, a 1/2 unit course writing laboratory, is designed to give students extra practice with writing academic essays; English 68, a 1/2 unit reading laboratory, helps students improve reading comprehension and develop critical reading skills necessary for colleges classes; English 69, a one unit course, provides students with practice formatting and revising papers on the computer, researching on the Internet and using databases, and drafting resumes. For more information about these Writing Center classes, please check the catalog and schedule of classes.

Reading Center

The Psychology Department Reading Center, located in Bungalow 45, offers day and evening classes to improve reading and study skills: Developmental Communications 23, 35, 36 and Psychology 26. Individualized, one unit, credit/no credit programs are also offered in Developmental Communications 22, including computer-assisted instruction. These courses include: basic phonics and reading skills, intermediate reading, speed reading, comprehension, study skills, and vocabulary development at all levels. Diagnostic testing is given in every class and is also available by appointment in the Reading Lab. The lab is open to students at regular posted hours.

All students are encouraged to enroll in the reading program and to take advantage of practice materials, equipment, and counseling available to them in the lab. The program is especially recommended for those beginning college or returning to school. For information, call the Reading Center, (818) 947-2481.

Math Tutoring Lab

The Math Lab is a drop-in tutoring lab for students to get help with their math homework. Three to four tutors are available at any given hour to work with students on a one-on-one basis for short periods of time as needed. The tutors circulate around the lab. In addition to tutoring services, the lab also provides the following: computers with math software, textbooks on reserve, a loan program for videos, CDs, and calculators, math worksheets, and class workshops. For more information contact the Math Lab Supervisor, Teresa Sutcliffe, at 818-947-2851 or by email at sutclitv@lavc.edu.

Biology Tutor & Resource Center

The Biology Tutorial and Resource Center is located on the second floor of the new Allied Health and Sciences Center (AH&Sc 232) and under the direction of Professor Karen Roy The Tutorial and Resource Center is open approximately 50 hours per week and provides students with study materials such as models, microscopes and slides, and supplemental materials provided by instructors. Tutoring includes all biology courses, microbiology, anatomy, and physiology. Join us there. Bring your Monarch card.

Library

The college's library, one of the largest in the San Fernando Valley, has more than 125,000 books and subscribes to over 200 magazines and newspapers. The Library also provides access to a number of electronic databases including full text journals, newspapers, e-Books and reference sources that are available from on or off campus. Students should consider the library their first and best source of learning materials. Students can access these online resources using their campus UIA network account ID. The Library's home page on the Internet, www.lavc.edullibrary.html, provides a link to the online catalog and resources. A staff of experienced librarians and library technicians is always available to assist you. The Library's Reference Desk can be reached at 818-947-2763. All registered students are eligible to check out library materials by showing their LAVC student ID card.

A collection of helpful handouts produced by the Library is available to help library users get acquainted with the Library and its resources. For those who want to learn more about research methods and library organization, the Library offers, Library Science 101, and Library Research Methods, each semester.

The Library's web page includes a complete list of library policies and regulations. Students should familiarize themselves with these policies before borrowing library materials. Borrowers will be held responsible for overdue, lost or damaged library materials. The overdue fine policy is posted in the library. A hold will be placed on student records if overdue material is not returned or fines are not paid. Lost materials are billed at the current replacement cost plus a \$10.00 processing charge. If the library judges material to have been damaged by a student, additional fines will be assessed up to the replacement cost of the item. Under the authority of Board Rule 9803, Standards of Conduct, the library reserves the right to restrict library privileges of students who do not abide by these policies.

Academic Computing

Students who violate the District's computing facilities usage policy (LACCD Administrative Regulation B-28) may also be subject to college disciplinary action, including but not limited to, suspension or expulsion.

The Center for Career and Technical Training (CCaTT)

The CCaTT Lab is a computer lab open to all currently enrolled Career/Technology Education students. It is located in the Business-Journalism building, room 103, and is available Monday through Saturday during posted hours. An LAVC Monarch photo ID card, or other current LACCD photo ID card, is required for admittance. For more information contact Ken Freeman at (818) 947-2568.

Other

Service Learning Program

Become a volunteer in your community and make a difference in the world around you!

Los Angeles Valley College's Service Learning Program links students as volunteers with nonprofit agencies. Through volunteer service, students gain valuable practical experience that can be related to any class.

Many Valley College instructors offer extra credit and incorporate Service Learning into their courses enhancing opportunities for learning, while students gain valuable hands-on work experience with community non-profit agencies. Most requirements are about 15 to 20 hours of volunteer service per semester. Students must also maintain a "reflection journal," challenging them to think, write, and talk critically about their experiences.

Benefits to Students

- Greater understanding of course work. Provides examples of real life application of classroom knowledge.
- Connection to college is strengthened, increasing the likelihood of remaining in school, earning higher grades, and achieving educational goals.
- Provides opportunities for career exploration and workforce training.
- Opportunity to develop leadership and teamwork skills.
- Fosters cultural awareness and diversity.
- Increases self-esteem and critical thinking skills.
- Volunteer service can be included in college applications and employment resumes.

For more information, call the Counseling Department:
Rick Brossman, Director (818) 947-2642
Internet: www.lavc.edu

Study Away Program

The Study Away Program at Los Angeles Valley College is dedicated to furthering the development of national, international and intercultural awareness. You can also visit our website at www.lavc.edu/studyaway.

Valley College Accelerated Program (VCAP)

Valley College Accelerated Program (VCAP) fits the needs of today's busy students, enabling them to meet their employment and family obligations while working toward a degree, transfer, or certificate. This program at Los Valley College offers accelerated courses, degree tracks, and certificates. Courses are transferable to many public and private universities.

VCAP offers a carefully planned series of lower division classes. Using VCAP alone, or in combination with traditional 16 - week classes, a student can earn transfer credit or an Associate Degree in as little as 24 months. Most classes are offered one evening a week and every half day Saturday. Students usually take two subjects during each eight-week session. There are two eight - week sessions each semester, and one eight - week session in the summer intersession. In the winter intersession, classes meet over five weeks.

Students can complete a full - time load (12 - 15 units) by taking two classes per session and attending one to two weeknights, and half day Saturdays.

VCAP offers four accelerated degree tracks and three certificates.

- Health Sciences Track - Options: Pre-Nursing/Respiratory Therapy and General Studies/Natural Sciences Associate Degree.
- Child Development (early childhood education) Associate Degree Track -VCAP Career Express Certificates:
 - Child Development: Associate Teacher, Preschool (A)
 - Child Development: Director, Preschool (B)
 - Child Development: Infant/Toddler Care, Teacher (D)
- Business - Related Transfer Majors (CSUN/CSUCLA) and Economics Degree Track.
- Transfer General Education (IGETC/CSUN) General Studies/Social and Behavioral Science Associate Degree Track.

Studies show that most entering VCAP students have not been in a classroom environment for many years. VCAP Bridge Math/English is designed to help you meet the prerequisites which form the foundation for academic success in VCAP. Students may need to take an online exam through the Assessment Center to measure their current level of English and Mathematics skills and obtain a score that will help place them in the right course.

VCAP Bridge offers two eight - week sessions during the spring and fall that include English 21, 28, and 101, Math 112 (pre-algebra), Math 115 (elementary algebra), and Math 125 (intermediate algebra).

Additionally, VCAP offers VCAP Weekend courses that provide students and the community with a variety of year round general education and science classes that meet on Friday, Sundays, and/or Saturdays. Students can take one course or take multiple courses. These courses can be used toward an associated degree, transfer, and/or for personal and professional development

Contact Information:

Location: Campus Center Building, Second Floor, Rms. 215 & 216.

Staff: Director, Roana Thornock (818) 947 - 2455;
email: thornorm@lavc.edu.

Counselor, Neil Roberts (818) 947 - 2476;
email: robertnc@lavc.edu.

Senior Office Assistant (818) 947 - 2530;
email: palacial@lavc.edu.

VCAP webpage:

For current schedules, upcoming information meetings, news, degree options, and more go to www.lavc.edu/vcap.

Puente

The Puente Program at Valley College is part of a statewide project that helps students to succeed academically, transfer to four year colleges and universities, and become recognized as leaders and scholars.

All students accepted into the Puente Program will:

- Take two writing classes, English 28 in the Fall and English 101 in the Spring
- Read, discuss and write about Chicano/Latino culture
- Take a Personal Development class paired with English 28
- Work closely with the Puente Counselor until graduation and transfer.
- Attend a regional Puente Conference and visit university campuses
- Work with mentors from the community

Puente is open to all students eligible for English 28 in the Fall and willing to participate fully in the entire year-long program. For application, contact: Rod Moore, Puente Instructor (818) 947-2800 moorerv@lavc.edu

Strategic Team for the Advancement and Retention of Students (STARS)

STARS is a program of opportunities for students to become more successful learners. Students and instructors actively engage together in the learning process both inside and outside of classes. STARS students receive an opportunity to determine their own learning goals in the classroom, attend interactive workshops designed to promote student success, and participate in roundtable discussions exploring the learning/teaching process. For more information, contact the Professional Development office at ext. 2712 or go to www.lavc.edu/stars.