

**CHAPTER 5: STUDENT SERVICES
ADMINISTRATIVE PROCEDURE NO.: 5110**

COLLEGE OF THE SISKIYOU

Procedure Manual

Title: **Advising and Counseling**

Adoption Date:

Review Date:

Revision Date: **November 2009; April 10, 2014; November 10, 2015; December 4, 2019**

Responsible Area: **Vice President, Student Services**

Responsible Office: **Counseling and Student Support Programs**

Policy Reference: **BP 5110; Education Code Section 72620 and 72621; Title 5, Section 51018; ACCJC Accreditation Standard II.C.5**

The counseling services available in the District's counseling program include the following:

- Academic counseling, in which the students are assisted in assessing, planning, and implementing their immediate and long-range academic goals
- Career counseling, in which the students are assisted in assessing their aptitudes, abilities, and interests, and is advised concerning the current and future employment trends;
- Personal counseling, in which the student is assisted with personal, family, or other social concerns, when that assistance is related to the student's education;
- Coordination with the counseling aspects of other services to students which exist on campus, including but not limited to those services provided in programs for students with special needs, skills testing programs, financial assistance programs, and academic support programs/services.

Counseling Services, as specified above, shall be provided to first-time students enrolled for more than six units, students enrolled provisionally, and students on academic or progress probation, and any enrolled student who requests these services.

Confidentiality of Counseling Information: Information of a personal nature disclosed by a student 12 years of age or older in the process of receiving counseling from a counselor is confidential, and shall not become part of the student record without the written consent of the person who disclosed the confidential information. However, the information shall be disclosed

when permitted by applicable law, including but not limited to discussion with psychotherapists as defined by section 1010 of the Evidence Code, other health care providers, or the college nurse, for the sole purpose of referring the student for treatment; disclosure as necessary to report child abuse or neglect; reporting to the college president or other persons when the counselor has reason to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student or other persons living in the college community; reporting information to the college president or other persons as necessary when the student indicates that a crime involving the likelihood of personal injury or significant or substantial property losses will or has been committed; reporting information to one or more persons specified in a written waiver by the student.