

**BP 3110 COUNSELING**

**References:**

Education Code Section 72620;  
Title 5 Section 51018;  
ACCJC Accreditation Standard II.C.5

Counseling services are an essential part of the educational mission of the District.

The Chancellor shall assure the provision of counseling services related to student education, including academic, career, and personal counseling.

Pre-enrollment counseling shall be required of all first-time college students who have declared one of the educational goals delineated in Administrative Procedure 3110.

Counseling services shall be required for all first-time students enrolled for more than six units, students enrolled provisionally, and students who have earned an academic standing of either Academic Probation or Progress Probation as defined in BP 2250.

Also see BP 2250.

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**Date Adopted:** March 17, 2009

**Revised:** September 15, 2009

**Revised:** June 16, 2015 (References Only)

**Revised:** June 20, 2023

**Formerly:** 5110

## **AP 3110 COUNSELING**

### **References:**

Education Code Section 72620 and 72621;  
Title 5 Section 51018

The counseling services available include, at least, the following:

- Academic counseling, in which the student is assisted in assessing, planning, and implementing his or her immediate and long-range academic goals
- Career counseling, in which the student is assisted in assessing his or her 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 job placement services.

Pre-enrollment counseling services shall be provided to all first-time college students who have declared one of the following educational goals:

- BA after completing AA
- BA without completing AA
- General AA without transfer
- Vocational AA without transfer
- Vocational Certificate without Transfer
- Explore Career Options
- Prepare for New Career (New Skills)
- Improve Basic Skills (English, Reading, Math)
- Undecided

### **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 disclosure as necessary to report child abuse or neglect; reporting to the Chancellor 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 Chancellor 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.

Office of Primary Responsibility: Student Services

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Administrative Approval: April 13, 2009  
Formerly: 5110