

# STUDENT SUCCESS SYLLABUS



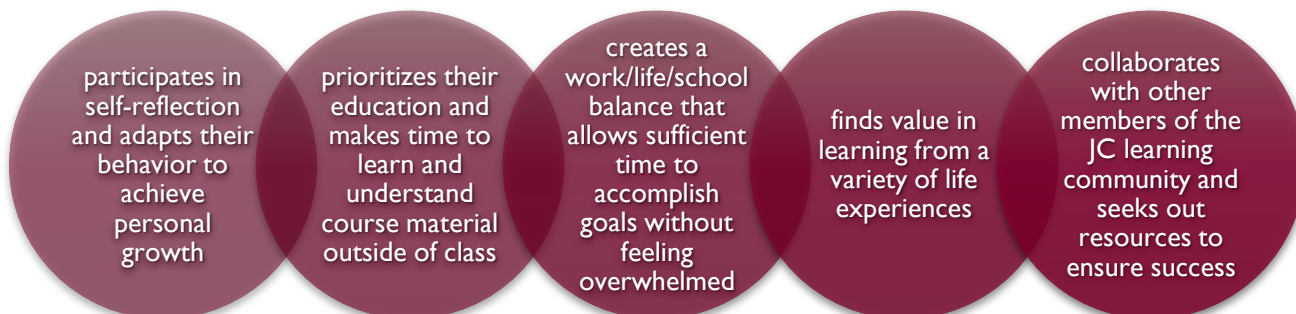
## Jackson College Mission Statement:

Jackson College is an institution of higher education whose mission is to assist learners in identifying and achieving their educational goals.

## Jackson College Student Success Philosophy:

Jackson College Student Success Navigators dedicate themselves to guiding and supporting students as they journey toward their visions of success.

A **successful student** can be defined as someone who...



A **Student Success Navigator** serves as a member of the JC staff, and is someone who...

- serves as a partner in assisting students to set and achieve realistic goals
- aids students in understanding their academic program and making connections between course materials and their intended goals
- supports and encourages the student in making decisions related to their academic, personal, and career goals

## Student Learning Outcomes:

As a result of attending advising sessions with a Student Success Navigator, students will be able to...

- develop awareness and confidence in making decisions related to their academics and in taking steps toward achieving their goals
- articulate their personal, academic, and career goals and identify steps they will need to take to meet these goals
- demonstrate understanding of the degree requirements of their program and select appropriate courses to meet their goals
- create their own long-term plan for completion of degree requirements in a manner that is timely and efficient as determined by the student
- develop competence in technology use for the purposes of schedule building, course planning, and registration
- become knowledgeable about available campus resources to assist them in academic success

These skills will equip students to achieve success both while attending Jackson College, as well as their future endeavors.

### Safe Zone Statement

- Jackson College Student Services actively creates an open, respectful, and supportive environment for all people and proudly serves students of all abilities, sexual orientations, genders, races, cultures, and socio-economic statuses.

Please visit our web site:  
[www.jccmi.edu/StudentServices/advising.htm](http://www.jccmi.edu/StudentServices/advising.htm)  
 for additional information and helpful tools!



## WALK-IN ADVISING



Walk-in advising services are available without appointment for quick questions that can be addressed in no more than 10 minutes.

- Central Campus
  - Mondays and Tuesdays: 9 a.m. – noon
  - Wednesdays and Thursdays: 1 p.m. – 4 p.m.
- Branch Campuses (W.J. Maher, JC @ LISD TECH, and LeTarte Center)
  - Mondays: 9 a.m. – noon
  - Thursdays: 1 p.m. – 4 p.m.

## HOW TO SCHEDULE AN ADVISING APPOINTMENT



30-minute advising appointments are available for long-term planning needs (such as discussing transfer school requirements, reviewing a course sequencing plan, evaluating unofficial transcripts, reviewing requirements for a change in program of study, etc.), or to meet with a specific Navigator. Appointments must be scheduled at least 24 hours in advance.

- **Central Campus, Jackson**
  - Potter Center – 1<sup>st</sup> floor
  - 517-796-8425
  - Jcadvicing@jccmi.edu
- **W.J. Maher (North) Campus, Jackson**
  - 517-768-7097
  - Melissa Potter: PotterMelissaE@jccmi.edu
- **JC @ LISD TECH, Adrian**
  - 517-265-5515
  - Katie Reeves: ReevesKathrynB@jccmi.edu
- **LaTarte Center, Hillsdale**
  - 517-437-3343
  - Sara York: YorkSaraM@jccmi.edu

### Every semester, students are expected to...

- ...meet with their Student Success Navigator to ensure they are on track for program completion or institutional transfer
- ...update and submit their semester plan through JetStream
- ...accept their financial aid through e-Services and make payment arrangements in a timely manner

### Every year, students are expected to...

- ...file their FAFSA and check e-Services for any additional required financial aid documents

### In preparation for their final semester, students are expected to...

- ...make contact with their transfer institution, if applicable
- ...submit a Graduation Application, if applicable

## Academic Probation

- Students who are failing to make Satisfactory Academic Progress (SAP) – fall below 2.0 GPA, or are below 67% program completion – are academically at risk of not completing their programs of study (including transfer programs). They are also at risk of losing their financial aid. Students who find themselves in this situation may be invited to participate in an Academic Success Plan program, designed to guide students in developing potential solutions to their academic difficulties. In conjunction with their Student Success Navigator, students will identify obstacles to their success (both past and present), and create a plan of multiple actions/solutions that they will complete before they will be cleared for next semester registration.