## **Counseling Services**

Building 9, 1st Floor Phone: (650) 306-3452

Web: canadacollege.edu/counselingcenter

The mission of the Counseling Department at Cañada College is to educate and support students in achieving their educational, career, and personal goals and become proactive participants in our diverse society. All counselors are available to assist and support students to make informative decisions and to establish educational and career goals, to complete an academic plan toward a certificate, degree, and /or university transfer program, to inform students of available resources, to provide information about courses and programs that transfer to four-year universities, to evaluate current academic readiness and plan course work to build skills, and to teach students important skills, strategies, and techniques to enhance academic success. In addition, counselors work with students to resolve personal concerns that may interfere with the ability to succeed.

The Counseling Department also offers several Career courses that are transferable to four year universities: Life and Career Planning (CRER 137), Introduction to Scholarships (CRER 300), College Success (CRER 401), Career Assessment (CRER 430), and Honors Colloquium in Career and personal Development: Transfer Essentials and Planning (CRER 110).

Counseling services are available via: individual counseling, electronic counseling, group counseling, and during posted drop-in hours on select days and times. Students may make a counseling appointment through their student portal or by visiting the Welcome Center on the 1st floor of Building 9 or by calling (650) 306-3452.

## No show policy on Counseling Appointments

If students are unable to keep their appointment, it is their responsibility to cancel at least 24 hours in advance. Students will be marked as a NO SHOW if they miss a scheduled appointment or are 10 minutes late. After two missed appointments (NO SHOWS), students will be required to meet with the Dean of Counseling before they are able to schedule additional counseling appointments. Until they meet with the Dean, these students will be limited to using drop-in or group counseling services as they are made available for the remainder of the academic year.

