
Administrative Procedure
Chapter 5 – Student Services

AP 5110 COUNSELING

References:

Education Code Sections 72620 and 72621;
Title 5 Section 51018;
ACCJC Accreditation Standard II.C.5

Responsibilities

The Dean, Counseling and Student Support Services, will be responsible for administering these procedures.

Definitions

- A. **"Counseling Programs"** shall include, but not be limited to, academic counseling, transfer counseling, athletic, career/vocational counseling, academic/progress probation counseling, personal counseling, and special counseling in coordination with other student services.
- B. **"Counselors"** are faculty employees of the Long Beach City College District, and shall meet the minimum qualifications as established by the Board of Governors.
- C. **"Counselees"** shall include students enrolled at the college, provisionally enrolled, on academic and/or progress suspension, attending on probation, receiving financial aid, veterans attending on educational benefits, or prospective students.

Requirements

- A. The student counselee must be eligible to enroll as a student at Long Beach City College. Student must apply and receive a valid Long Beach City College student identification number in order to receive counseling services.
- B. The student should have an intended academic goal when seeking counseling assistance

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

- Academic counseling, in which the student is assisted in assessing, planning, and implementing his/her/their immediate and long-range academic goals;
- Career counseling, in which the student is assisted in assessing his/her/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 job placement 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 disclosure as necessary to report child abuse or neglect; reporting to the Superintendent-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 CEO 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.

Also see BP 5110 Counseling.

Approved: March 10, 1992

Revised: August 25, 2021

(Replaces LBCC Administrative Regulation 5003)