



NOT GOING TO MAKE IT TO YOUR COUNSELING APPOINTMENT?

Dear Student,

We know "life happens" for many of us and this creates changes in our schedules. However, with a limited amount of appointment times, when students do not cancel their appointments, it is a disservice to other students.

Beginning Spring 2017, LBCC's Counseling Department will begin implementing the following "No Show" policy. If you miss two counseling appointments within 6 months without cancelling at least two hours prior to your scheduled appointment (Note: You are also considered a no show if you check in more than 10 minutes past your scheduled appointment time) you cannot make another individual 30-minute appointment until you are cleared. In order to be CLEARED, you will need to speak to a counselor during a 10-minute express counseling time (No educational plan will be developed).

If you need to cancel your counseling appointment, you have 3 options:

1. Go to the website at <http://www.lbcc.edu/counseling>.

Or

2. Call (562)938 3920/PCC or (562)938-4561/LAC, (*leave message with name and LBCC Id number if no answer*)

Or

3. Come in-person to the Counseling Office at GG202/PCC or A1111/LAC).

We are looking forward to helping you accomplish your goals!

LBCC Counseling Department