

# Student Development Programs and Services

A wide range of student development programs are provided by Lone Star College. These services are designed to complement the instructional programs and to provide individual attention to the needs of students.

## Counseling and Advising Services

Counseling and advising offices provide individual attention to all students enrolled in the college. These services assist students in achieving educational and personal goals. Students are encouraged to make realistic choices between curricula that are specifically designed to prepare them for an occupation upon completion of course work at LSCS and those that are designed for an extended academic education in four-year institutions.

Counselors and advisors are available for day and evening appointments. The following services are available to students:

Educational Academic Counseling/Advising - for help in selecting a major, resolving academic difficulties and planning for further educational pursuits.

Career Exploration - for information concerning abilities, interests and personality traits, essential knowledge in making an informed and intelligent career choice. Career information is available in the counseling/advising office, the career services office, the library, and online.

Human Enrichment Seminars and Group Counseling - for support in values clarification, goals, life adjustments, study skills, and other concerns.

Referral Services - for specialized services in the geographical area of disability assessment, depression, substance abuse, etc.

Transfer Planning - for assistance in selecting course work to transfer to a four-year college or university.

Faculty Advisement - for course selection and career decision-making.

Disability Services - for students with special needs. Requests for these services should be made through the counseling/advising office at any LSCS college.

LSCS is an official test center for the American College Testing (ACT) program, the Texas Higher Education Assessment (THEA), and the College Level Exam Placement (CLEP). See below for college exam codes.

	<b>ACT</b>	<b>THEA</b>	<b>CLEP</b>
Lone Star College-CyFair	4786	144	n/a
Lone Star College-Kingwood	4260	219	n/a
Lone Star College-Montgomery	n/a	226	n/a
Lone Star College-North Harris	4139	221	6508
Lone Star College-Tomball	4261	222	8720
Lone Star College-University Park	n/a	n/a	4246

## Career Services

Career Services offers a variety of resources to assist students and graduates in developing career strategies. Services include:

- Career Counseling: Assistance with making a career decision; choosing a major; career planning; job search coaching; interview preparation; résumé preparation; personality and interest assessments; and career exploration assessments.
- Career Resource Library: Career fields and majors; agencies and organizations; career planning information; résumé and cover letter guides; and resources for special populations.
- Employment Resources: Job fairs; on-campus recruiting; résumé and interviewing seminars; résumé critiques; job search coaching; and job postings on system databases.

Visit [LoneStar.edu/career-services](http://LoneStar.edu/career-services) for more information.

## Student Life

There are many opportunities to get involved in the college community beyond classroom activities. A variety of student social, educational, and cultural programs are coordinated through the Student Life office at each campus. Contact Student Life to learn more about getting involved.

## Student Organizations

Lone Star College recognizes that student organizations provide a framework for students to nurture their own special talents and interests. Through involvement in student organizations, students may enhance their personal and leadership development while getting connected with the campus and community. Information about current organizations and guidelines for starting a new organization may be obtained from the Student Life office or the website [LoneStar.edu/student-activities](http://LoneStar.edu/student-activities).

## Student Publications

Various publications of interest to students, faculty and staff are distributed periodically. These publications include announcements of forthcoming events, activities, and programs to be held at each college. A student newspaper may be published periodically. Contributions of articles, literary pieces, essays and letters to the editor are encouraged.

Creative and literary arts publications are produced by some of the colleges to provide students opportunities to publish poetry, photography, art, essays and short stories. Contact the student services office for further information.

## Intramural and Club Sports

Intramural and club sports provide athletic and recreational activities for students at most colleges in a variety of on-campus events. Most activities allow for different skill levels. Tournaments, leagues, and special events are scheduled throughout the semester with individual and team competition for men, women and co-ed groups. Athletic activities vary between campuses and may include flag football, basketball, soccer, tennis, Frisbee, golf, softball, baseball, fun-runs, racquetball and more. Recreational activities include backgammon, chess, eight-ball, canoe trips, open recreation in the gym, etc. Intramural and club sports offices are located at each college.

## Bulletins and Posters

Official notices and bulletins are posted on bulletin boards throughout each college. Information can be found about job opportunities, class schedules, and events on the school calendar and student activities. Any written material to be posted or distributed must be approved by the college. Any notices or bulletins should be posted in designated areas in such a manner as not to detract from or deface the building. Specific guidelines are available at each college.

## Student Conduct

Lone Star College is dedicated to providing a quality comprehensive educational program designed to meet and balance the diverse and changing educational, social, economic, and cultural needs of the community, consistent with a safe and healthful environment. The system is committed not only to learning and to the advancement of knowledge, but also to the education of ethically sensitive and responsible persons. It seeks to achieve these goals through a solid educational program and through regulations and policies governing student life that encourages responsibility and respect for the rights and viewpoints of others.

The general morale of the student body is dependent upon many factors; among these are the success of its graduates, the attitude of the faculty and administration, the general behavior of individual students and the reputation of the school. We believe that a primary factor in strong student morale is an overall regard for good citizenship on the part of the student body. The system assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct and that they will observe these rules as a matter of training and habit.

Regulations of the system forbid gambling, the use of controlled substances and alcoholic beverages, and the appearance of anyone under the influence of any of these on the campus or when attending or participating in activities sponsored by the college. All LSCS buildings are tobacco free.

The possession of firearms, illegal knives and prohibited weapons on system facilities, including parking areas and publicly accessed facilities, is a violation of criminal law and board policies. Persons

## STUDENT DEVELOPMENT PROGRAMS AND SERVICES

who violate the law and these policies will be subject to serious consequences, including referral for criminal prosecution and dismissal from school.

No person or group of people acting in concert may willfully engage in disruptive activity or disrupt a lawful assembly on any campus or property of LSCS. The administration is charged with the responsibility of keeping the system free of disruptive activities and may take whatever disciplinary action is deemed necessary in instances of disruption or threat of disruption.

Students are expected to dress and groom themselves in an appropriate manner while on campus or while participating in activities sponsored by the system. Students whose conduct casts an unfavorable reflection upon the system, and thereby upon all students, are subject to disciplinary action. Refer to [LoneStar.edu/](http://LoneStar.edu/) advising for more information.

Lone Star College seeks to provide an environment where discussion and expression of all views relevant to the subject matter of the class are recognized as essential to the teaching and learning process. However, students do not have the right to interfere with the freedom of faculty to teach or the rights of other students to learn. Faculty members set the standards of conduct that are acceptable.

### Student Discipline Procedures

Any alleged violation or flagrant disregard of LSCS rules and regulations shall be brought to the attention of the chief student services officer, who will initiate an investigation of the situation. After a complete and thorough investigation, the chief student services officer will determine the course of action. Discipline may result in expulsion. The decision of this administrator may be appealed to the college discipline committee. The complete discipline policy may be found online at [LoneStar.edu/student-handbook](http://LoneStar.edu/student-handbook).

### Student Complaints

Lone Star College System (LSCS) has procedures for addressing written student complaints related to academic appeals, student conduct and unlawful discrimination and prohibited harassment. Please refer to the Student Guide for each process at [LoneStar.edu/student-handbook](http://LoneStar.edu/student-handbook).

### Emergency Procedures

Lone Star College System is committed to providing a safe environment in which to learn, study, and work. Knowing what to do is your best protection and your responsibility. In the event of a health, safety, or environmental emergency while on campus, students should immediately contact LSCS police at 281.290.5911 or the administrator on duty. If you know you will need assistance to evacuate during an emergency, please register by calling 281.290.5911 at any time. Detailed information on LSCS emergency procedures is available at [LoneStar.edu/oem](http://LoneStar.edu/oem).

The Lone Star College System does not provide insurance coverage for its students. Section 101.051 of Texas Civil Practice and Remedies Code expressly exempts community college systems from liability for any personal or property damage that occurs on campus. The student, therefore, should make arrangements for adequate personal insurance coverage while attending LSCS. F1 international students are required to purchase health insurance or provide proof of adequate and acceptable health insurance by completing the waiver application before registration. The premium for the LSCS international student health insurance plan will be included with the tuition and fees at registration. Information regarding personal insurance for students is available from the office of student services.

### Contagious/Communicable Diseases

LSCS conforms to all requirements of the Communicable Disease Prevention and Control Act and the Open Records Act. With a physician's written approval, students with a contagious/communicable disease normally will be allowed to attend class. The identity of such students is confined to those persons within the college with a direct need to know (i.e., president, vice president, faculty member or counselor) and will not be revealed without the student's consent.

## STUDENT DEVELOPMENT PROGRAMS AND SERVICES

Questions concerning the system's policy and enrollment procedures of a student with a contagious/communicable disease should be referred to the student services office.

Bacterial meningitis is a serious, potentially deadly disease that can progress extremely fast. It is an inflammation of the membranes that surround the brain and spinal cord. More information concerning this disease and its treatment can be found online at [LoneStar.edu/meningitis](http://LoneStar.edu/meningitis) or in the student services office at each campus.

### College Police

The police officers of the Lone Star College System are commissioned peace officers with the State of Texas and are granted the same law enforcement authority as any other police or sheriff's department. The officers are obligated to enforce all federal, state and local laws, in addition to college policies. The police department works with state and local police agencies, as needed, to ensure a safe and comfortable environment for students, staff, faculty and visitors to the college. More detailed information is available at [LoneStar.edu/police](http://LoneStar.edu/police) regarding campus safety and security. Contact the LSCS police at emergency line 281.290.5911 (dial 5911 from any campus telephone) or non-emergency line 832.813.6800.

### Lost and Found

Each college maintains a "Lost and Found" for students, faculty and staff. Unclaimed items are kept only through the end of each semester.

### Parking

Parking and traffic regulations are outlined in the student information brochure available at registration or from the student services office. Students and staff are requested to adhere to good manners and consideration of others when parking on campus. Students should follow the directions given on the traffic signs and park in designated areas only. Violators may be subject to a citation.

When a parked vehicle obstructs traffic or flagrantly disregards good parking practices, the college

administrative personnel reserves the right to call a towing service and have the vehicle removed from the campus at the owner's expense.

### Smoke Free Campuses

All LSCS buildings and facilities are smoke-free.

### Student Housing

The Lone Star College System serves only commuting students. There are no dormitories available.

### College Bookstore

A bookstore is located at each college. A list of required textbooks, study aids and supplies for all subjects is available. Bookstore hours are announced each semester. Information concerning book rentals, new and used book purchases, and refunds are available from the bookstore.

