



**STUDENT SUCCESS SERVICES**

## SERVICES TO HELP YOU SUCCEED

IRSC offers many services to enhance the student's educational experience. The College's Student Handbook/Planner is a helpful tool with a wealth of information about college life and may be obtained in the Student Affairs Office in the Koblegard Student Union at the Main Campus. Students are expected to adhere to the policies and regulations stated in the Student Handbook/Planner.

### CAREER & TRANSITION SERVICES

With thousands of careers to choose from, many students find the selection overwhelming. For this reason, IRSC provides professional career counseling, interest surveys, and an assessment of skills and abilities through Career & Transition Services located on the Main Campus, Mueller Campus in Vero Beach, and Chastain Campus in Stuart. An extensive library of books, magazines, and pamphlets offers a wealth of information on existing jobs, the outlook for future employment, the qualifications and characteristics that each job demands, and the rewards and drawbacks of those occupations. Choices, CareerScope and Bridges software are available to help students increase their self-awareness and develop career decision-making skills and education plans. Assistance is also provided through the Florida Academic Counseling & Tracking for Students (FACTS) at [www.facts.org](http://www.facts.org) which links academic data for all public universities and community colleges in the State of Florida.

Career & Transition Services also assist students, alumni and IRSC employees in securing employment in the field of study for which they are trained. Services include assistance in preparing employment applications, resumes and cover letters, interviewing techniques and preparation, employer information, direct job referrals and furnishing resumes to potential employers. Using the Career Portfolio online tool, students can document jobs and internships, record references and upload their resume to potential employers. A current listing of job openings in the local area is available online and is posted at all IRSC campuses.

### ONLINE STUDENT SERVICES

IRSC students may access online services such as completing college applications, registering for classes, viewing grades, unofficial transcripts, degree audits, making credit card payments, and applying for financial aid at [www.irsc.edu](http://www.irsc.edu). Computer resources and assistance are available at all campuses for the convenience of students.

### E-LEARNING

E-Learning services extend opportunities to students beyond the traditional classroom. These services are provided by the instructional departments in cooperation with the offices of Educational Services, Institutional Technology, and Academic Affairs.

Indian River State College maintains a satellite downlink used for teleconferencing and educational programming. Hundreds of courses are now available via the Internet. Students may complete assignments and communicate with instructors electronically.

Students may also participate in Live Interactive TV Classes broadcast from the IRSC Main Campus to the IRSC campus closest to them. Students see and hear the instructor at the Main Campus, and the instructor sees and hears them.

E-Learning students are encouraged to use the Florida Academic Counseling and

Tracking for Students (FACTS) at [www.facts.org/](http://www.facts.org/) to access online academic resources which include: degree audits, "2+2" degree planning, search programs, transcripts, and career planning.

## **FACTS.org**

FACTS.org, Florida's Academic Counseling and Tracking for Students, is sponsored by the Department of Education and the Florida Center for Advising and Academic Support. This free online service helps students plan and track their educational progress from middle school through college. IRSC students utilize FACTS.org to obtain transcripts, grades, transient student forms, and transfer program admission information. They also use the online service to conduct graduation checks and A.A. Degree transfer evaluations, gather information about career exploration and for many other purposes.

## **STUDENT DISABILITY SERVICES**

Indian River State College provides reasonable accommodations to students with documented disabilities. Substitutions of requirements for admission to programs, graduation, or course waivers, shall be provided to eligible students with documented disabilities in accordance with Sections 1007.02, 1007.264 and 1007.265 Florida Statutes and Florida State Board of Education Rules 6A-10.0311, and 6A-10.041. Students may contact the Student Disability Services Office located in Crews Hall on the Main Campus for additional information and assistance.

Notetakers, testing accommodations, textbooks on CD, readers, assistive technology, scribes, readers, real-time captionists, and sign language interpreters are available through the Student Disability Services Office.

The Student Disability Services Office is a state-designated voter registration agency that provides assistance to applicants with disabilities in completing voter registration application forms and accepts completed voter registration application forms for transmittal to the appropriate election official.

## **NEW STUDENT ORIENTATION**

New Student Orientation is an excellent way to get acquainted with fellow students and with all of the opportunities available through IRSC. Orientation familiarizes students with the policies and procedures of the College, the admissions process, financial aid, scholarships, registration, testing, various degrees and certificate programs, and other useful information. Students should attend one of the New Student Orientation sessions that are scheduled throughout each semester or online at [www.irsc.edu](http://www.irsc.edu). Students may register for New Student Orientation at [www.irsc.edu](http://www.irsc.edu) by clicking on Students, New Student Orientation or by contacting Student Success Services on the Main Campus at (772) 462-7469.

## **ACADEMIC SUPPORT CENTERS**

The Academic Support Centers (ASCs) provide extensive free resources and tutorial instruction to assist students in meeting the demands of their academic courses. Services are available at the Main, Mueller, Chastain, St. Lucie West, and Dixon Hendry campuses.

All ASC locations provide academic assistance in English, reading, English for Academic Purposes, math, science, and health science. Additionally, diagnostic/

prescriptive programs are available which are based on specific assessments. Students also have access to "Smarthinking" - free, live, online tutoring - by clicking on "Smarthinking" at their Angel homepage.

Other services that are designed to enhance a student's learning experience include the ASCs' Academic Workshop Series, the Writing Center, and computer labs.

## **LIBRARIES**

The Miley Library, located on the Main Campus in Fort Pierce, is the center of academic activity for students, faculty, and the campus community. The Library is an integral part of the intellectual life on campus and trained faculty is available to provide individual and group assistance and guidance. The Library offers students vital resources for academic success, including online access to electronic databases, the Internet, e-books, as well as traditional resources. IRSC students and employees also have access to the resources available at libraries throughout Florida using reciprocal agreements or interlibrary loan. The Library is a U.S. Federal Depository Library and receives a large number of Federal documents of interest to the campus community and the citizens of the Treasure Coast.

Electronic Access to Information (LIS 1002) is a recommended college credit course offered each term to teach students how to become information literate in the use of online information resources. Specialized courses are also available in the Internet research, business, legal, education, and medical areas.

## **ST. LUCIE WEST LIBRARY**

Providing a world of information to students and residents of southern St. Lucie County is the St. Lucie West Library at the IRSC St. Lucie West Campus in Port St. Lucie. Operated in cooperation with IRSC, Florida Atlantic University, and St. Lucie County, the library offers an exceptional learning resource center for the Treasure Coast. In addition to the many services and online resources offered at the Miley Library at the Main Campus, the St. Lucie West Library houses book, periodical, and media collections which reflect the college and university curriculum, as well as a diverse collection of current literature.

## **BRACKETT LIBRARY**

The beautiful, new 30,000 square foot joint-use Brackett Library on the IRSC Mueller Campus in Vero Beach opened in October 2009 and is operated as a partnership between IRSC and the Indian River County Library System. In addition, the Marion C. Link Electronic Resource Center provides students with online access to a wealth of information resources, including university and college library holdings, e-books, online databases, and the worldwide resources of the Internet.

## **ROBERT MORGADE LIBRARY**

The Robert Morgade Library, a joint-use library partnering with the Martin County Library System, is located on the IRSC Chastain Campus in Stuart. It serves both students and Martin County residents. In addition to the many services and online resources that can be accessed through the Miley Library at the Main Campus, the Morgade Library also houses book, periodicals, and media collections which reflect the college curriculum and Martin County resident interest.

**DIXON HENDRY LIBRARY**

Dixon Hendry Library is located at the Dixon Hendry Campus in Okeechobee. This facility provides students with online access to a wealth of information resources, including university and college library holdings, e-books, online databases, and the worldwide resources of the Internet.

**STUDENT SUPPORT SERVICES**

Student Support Services is a federally funded program providing a wide variety of services designed to enhance academic skills, increase retention and grade point averages leading to graduation, and if appropriate, transfer to a four-year college or university. Activities include academic support, personal and career counseling, informational workshops designed to promote college success and financial literacy, individual and group peer tutoring, cultural enrichment events, college/university tours, and instructional resources. Since Student Support Services is a federally funded program, students selected must meet one of the following criteria: (1) low-income with verifiable financial need; (2) first generation in college; or (3) students with disabilities. Student Support Services is committed to providing student-centered services to maximize the academic potential for each student's success at Indian River State College.