

# GUIDANCE

The Counseling faculty are committed to helping students achieve their educational and career goals. Guidance courses help student clarify academic, career, and personal goals. These courses are also designed to evaluate and identify strategies, attitudes, and behaviors that contribute to a student's overall success in college and in life.

## Faculty

Beach, Kelley, Emeritus

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**Students can use the information below as a guide to identify which course(s) will best serve their needs.**

Course	Recommendation
GUID 50	This course is for non-transfer students, students in high school, and students just starting their college journey, to help them build college success strategies and understand college culture.
GUID 51	This course orients non-transfer students, students in high school, and students just starting their college journey to VVC's policies, procedures, and support programs.
GUID 66	This course trains Peer Advisors. Students should reach out to the Director of EOPS for additional information.
GUID 81	This course is intended for high school students and begins the career exploration process focusing on self-awareness, skills identification, and exploring personal values and interests.
GUID 82	This course is intended for high school students to continue the career exploration process focusing on decision making, major exploration, and career and job market research.
GUID 101	This course helps transfer students in their first year of college and builds a strong foundation for future academic success. Students not planning to transfer should consider taking GUID 50 & GUID 51.

Course	Recommendation
GUID 103	This course helps students who may be undecided on their major and/or career goals and students who may want to evaluate whether a specific career(s) is right for them. Additional focus on professional development.
GUID 105	This course helps students who are preparing to leave VVC and transition to the 4-year or into the workforce. Additional focus on identifying personal and professional goals. Students seeking career and major exploration should consider taking GUID 103.
GUID 107	This course helps returning students, students who have taken a break from school, or students wanting to improve their learning strategies, motivation, and mindsets. Additional focus on current performance and strategies to increase effectiveness in college and life.
GUID 128	This course is offered as needed and covers special topics. Recommendations from students are welcome.

## College Readiness Certificate of Career Preparation

**State Control Number:** None

**Program Code:** GUID.CORE.CCP

**Approved for Federal Financial Aid:** No

The goal of this certificate is to provide current high school students with the support and resources needed to successfully transition into Victor Valley College. Students will develop skills and self-awareness to help them select a major/RamPath and and create an educational plan.

Code	Title	Units
<b>Required Courses</b>		
GUID 50	College Success	1.0
GUID 51	Orientation to College	1.0
GUID 81	Career Planning: Stage I	1.0
GUID 82	Career Planning: Stage II	1.0
<b>Total Units</b>		<b>4</b>

## Guidance Courses

### GUID 040 College Readiness (0.0 Units)

An introduction to college terms, support services, technology, and personal factors that contribute to academic success to help students make effective decisions regarding major/program of study. As a result of class activities, students will be able to utilize effective interpersonal communication skills to interact with peers and faculty on campus. Topics include understanding the differences between high school and college; students' rights and responsibilities; and how to access academic and student support services offered at Victor Valley College. Lecture Hours: 9.0  
Transfer: Not transferable

### GUID 041 Career Exploration (0.0 Units)

Introduction course to help students make effective decisions regarding their career and life choices. Students will gain self-awareness for successful career development and life planning. Topics include personal development and characteristics for work, job search strategies and techniques, labor market trends and developing a career and life action plan. Lecture Hours: 9.0  
Transfer: Not transferable

**GUID 042 Educational Planning (0.0 Units)**

This course is designed to help students make effective decisions regarding their educational options that lead to career/job/major opportunities. Students will gain self-awareness and develop techniques for successful career development, life planning, and student educational planning. Topics include understanding higher education structure in California, programs of study offered at Victor Valley College, transfer requirements and major preparation, and developing a student educational plan that will lead to career/job placement.

Lecture Hours: 9.0

Transfer: Not transferable

**GUID 50 College Success (1.0 Units)**

This survey course is designed to introduce personal management and study techniques that are commonly applied among successful college students. This course emphasizes concepts such as the learning process, time management, note taking, efficient textbook reading, memory development and effective test-taking. Grade option. Grade Option.

Lecture Hours: 18.0

Transfer: Not transferable

**GUID 51 Orientation to College (1.0 Units)**

This class is designed to provide students with a well-rounded knowledge and orientation to the policies, procedures, and academic and support services available at Victor Valley College. Grade Option.

Lecture Hours: 18.0

Transfer: Not transferable

**GUID 66 Peer Advising Techniques (3.0 Units)**

This course is designed to provide peer advising techniques; familiarize students with campus policies and procedures; review student rights and responsibilities; understand campus resources; and develop helping skills that will prepare peer advisors to assist other students. Pass/No Pass.

Lecture Hours: 54.0

Transfer: Not transferable

**GUID 81 Career Planning: Stage I (1.0 Units)**

This course is intended to assist students with the career planning process. Stage I focuses on the building of self-awareness through career assessments, skills identification, and exploration of personal values and interests. A \$20 course materials fee is required. Grade Option.

Lecture Hours: 18.0

Transfer: Not transferable

**GUID 82 Career Planning: Stage II (1.0 Units)**

This course is intended to assist students with the career planning process. Stage II focuses on decision making, major exploration, occupational research, and understanding the job market. Grade Option.

Lecture Hours: 18.0

Transfer: Not transferable

**GUID 101 First Year Experience (3.0 Units)**

This comprehensive course integrates personal growth, academic and career success with problem solving, critical and creative thinking. The course focuses on the following topics: life management, goal setting, career decision making, educational planning, college requirements and expectations, instructor-student interaction, cultural diversity, health maintenance, stress management, campus resources, learning styles, and strategies including lecture note-taking, test taking, and concentration. Grade Option. CSU,UC

Recommended Preparation: ENGL 101.0

Lecture Hours: 54.0

Transfer: Transfers to both UC/CSU

**GUID 103 Career Exploration and Life Planning (3.0 Units)**

This course is designed to assist students considering a career change or those undecided on a college major. An in-depth guide to creating career options throughout life. Topics include factors that affect career choice; self-assessment of personality, interest, skills, and values; career development over the life span; professional skills and techniques; and influence of career choice on family and relationships. Emphasis will be placed on personal growth through assessment, career research, goal setting, and decision making. CSU

Lecture Hours: 54.0

Transfer: Transfers to CSU only

**GUID 105 Personal & Career Success (3.0 Units)**

This intensive course is designed to assist second-year and re-entry students in obtaining the skills and knowledge necessary to identify and reach their personal goals and achieve college and career success. Topics covered include 21st century skills, goal-setting and success, managing life transitions, a holistic approach to health and wellness, human potential, diversity in the world, leadership, and financial awareness. Grade Option. CSU/UC

Recommended Preparation: ENGL 101.0

Lecture Hours: 54.0

Transfer: Transfers to both UC/CSU

**GUID 107 Learning Strategies and Study Skills (3.0 Units)**

This comprehensive course focuses on brain-based learning strategies that develop self-regulatory learning: discovering self-motivation; gaining self-awareness; developing emotional intelligence; employing interdependence; accepting personal responsibility; applying active listening, reading and note-taking; monitoring performance; and developing a growth mindset that believes in self. Students will combine theory and practice to become successful learners and successful college students. Grade Option. CSU/UC

Recommended Preparation: ENGL 101.0

Lecture Hours: 54.0; Lecture Hours: 0.0

Transfer: Transfers to both UC/CSU

**GUID 128 Special Topics (1-3 Units)**

Lecture Hours: 54.0

Transfer: Transfers to CSU only

Program Learning Outcomes (PLOs) are statements of the kind of learning a program hopes a student will achieve. The PLOs describe the knowledge, skills, problem-solving, communication and values that apply to all certificates and/or degrees within that program.

Upon completion of this program, students should be able to:

1. Students will develop a major and career plan that aligns with their personal, career, and academic goals.