

PROCEDURE: SCHOOL OF MEDICAL LAB SCIENCE (MLS.02.09.00.00)
EFFECTIVE DATE: 5/14
REVISION DATE: 5/17, 4/20
REVIEW DATE: 3/15, 3/16, 5/18, 3/19, 4/21, 5/23, 4/24

SUBJECT: STUDENT ADVISEMENT AND GUIDANCE

PURPOSE:

To provide a method for students to seek advisement from the program director with confidentiality and impartiality.

POLICY:

1. Routine counseling is available at any time from the program director. Confidentiality and impartiality are strictly maintained when handling student issues.
2. A student forum session is scheduled weekly by the program director to communicate class schedule changes, program/hospital/laboratory policy and procedure updates, career opportunities, professional development, and student issues.
3. Academic counseling is available from the university advisor, program director, lecture instructor, and/or clinical instructor.

REVIEWED BY:

Program Director, School of Medical Laboratory Science