STUDENT ACADEMIC SERVICES

The Student Success Center

The Student Success Center supports the academic achievement, personal success, and professional aspirations of our students. The academic assistance and resources provided include: academic advising, tutoring, test proctoring, help with study skills, time management strategies, accessibility services, and accommodations.

The Writing Center

The mission of the Writing Center is to educate and empower students as writers. The staff is available to assist students of any major with all writing at any stage of the writing process. Instead of editing assignments for students, staff encourage students to grow as writers by helping them develop writing strategies that work for them.

What do we offer?

- **Writing Consultations:** Work one-on-one with a peer writing tutor by dropping-in during our consultation hours or scheduling an appointment in advance on Navigate. Both 30-minute and 60-minute appointments are offered.
- **Writing Workshops:** We work with departments and individual classes to offer workshops both in class and after-hours. Typically workshops start with writing guidance and practical exercises and end with peer review or one-on-one assistance from peer tutors.

Visit the writing center's website for their hours and more information on how to schedule a consultation or writing workshop.

Academic Advising

Each student is assigned an academic advisor upon matriculation; when possible, the advisor is chosen to reflect the student's proposed major. When the student formally declares his or her major, a faculty member in that discipline is assigned as the new academic advisor. Students with multiple majors will have multiple advisors. Students are encouraged to work closely with their advisor to plan their semester schedule and overall course of study; however, **the student bears the responsibility for fulfilling all requirements for graduation.** Students, particularly undecided majors, can also receive academic advising and academic assistance in the Student Success Center.

Reasonable Learning Accommodations

Benedictine College complies with federal law requiring reasonable accommodations for individuals with documented disabilities that may affect their performance in a class or otherwise affect the individual's ability to enjoy the programs and services offered by the College. If a student requests an accommodation from a faculty member, the faculty member should direct the student to contact The Director of Accessibility Services located in the Student Success Center.

The Reasonable Learning Accommodations Committee, composed of faculty and support staff, suggests or recommends accommodations, mobilizes learning resources, and advises and supports students with learning disabilities on campus.

As part of the admission process, it is helpful for the student and parent(s) to provide current documentation (psychoeducational assessment results, medical testing results, and/or other diagnostic materials no more than three years old) prior to enrollment, such that any reasonable accommodation can be provided by the beginning of classes. If documentation is not provided before enrollment, accommodations may be delayed.

Career Services

Career Services at Benedictine College strives to give students the knowledge and guidance they need to pursue careers and succeed in the workforce. Career Services starts with helping students identify their interests and assists them in exploring possible career paths offered by different majors. Guidance is provided in creating strong résumés and cover letters, as well as interview preparation. Additional services include department specific career fairs, job/internship search strategies, networking opportunities, alumni connections, and one-on-one meetings for personalized support.

Center for Service-Learning

Benedictine College created the Center for Service-Learning in order to facilitate the implementation of service-learning for our faculty, students, and community partners. Service-learning is an academically rigorous form of experiential education in which students engage in activities that address human and community needs, together with structured opportunities for reflection designed to achieve and assess desired learning outcomes. (Adapted from a definition by Dr. Barbara Jacoby.)

This teaching method is highly adaptable and its structure can vary significantly from course to course. Three characteristics these types of courses – in their variety of expressions – have in common are as follows:

- **Careful Selection:** The assigned service experiences align with one or more of the course's learning outcomes.
- **Critical Reflection:** Structured and challenging critical reflection opportunities integrate the service with other course content.
- **Mutually Beneficial:** Service experiences address unmet, community-identified needs and advance students' academic, moral, and/or personal growth.

The service-learning program at Benedictine College is rooted in, guided by, and an expression of the Gospel of Jesus Christ and our identity as a Catholic, Benedictine institution. We believe it advances Benedictine College's mission to educate men and women within a community of faith and scholarship.

Library Services

The new classically designed library features a replica of the Assembly Room at Independence Hall in Philadelphia, an event space, a beautiful reading room, group and individual study areas, two 90-person classrooms, a coffee shop, and offices for faculty and staff.

The library's holdings combine the collections of Benedictine College and St. Benedict's Abbey, totaling approximately 230,000 books and bound periodicals. In addition, the library provides access to more than 380,000 electronic books, over 70 periodical databases, and more than 150 current print periodical subscriptions. The collection also includes electronic and print Government documents, over 6,000 reference books, and more than 7,000 rare books housed in the library's Special Collections.

Interlibrary Loan (ILL) services are available through OpenRS (MOBIUS) and WorldCat. Library staff are available to assist students with research and locating materials through both individual and group instruction sessions.

Policy on Non-Returned Library Books

Library materials are intended for use by the Benedictine College community. Students who fail to return borrowed books within 10 days after the last day of exams will be charged a fine of $20.00 per book. Seniors graduating in May must return all borrowed materials prior to Commencement. Library staff will attempt to notify students by email if they have overdue materials; however, students are ultimately responsible for returning all borrowed library materials.

Publications

The Circuit, bccircuit.com news, and the *Raven* yearbook are published by students under the direction of the Journalism and Mass Communications Department. All students, regardless of major interest, are encouraged to participate. These publications foster the development of writing, digital, multimedia, and communication skills needed in today's digital society.

Loomings, a magazine of the arts sponsored by the English Department, is published yearly by the students. It includes poetry, short stories, essays, art, photography, and musical compositions submitted by students and faculty.