STUDENT SERVICES

Academic Computer Resources

Computer labs are available for student use in various locations around campus. Students’ username and password to use computers and email services are available 24 to 48 hours after registration. Students with disabilities should contact Accommodative Services if adaptive equipment is needed. Operating hours are posted outside each lab.

Academic Success Center

The Academic Success Center, located in Science Building Rooms 151 and 240, provides academic support services, resources, and educational development opportunities to all Rhodes State students. The Center is committed to providing opportunities for student development and intellectual competence in a student-centered environment. The Center fosters universal access for all students to engage in achieving their personal and educational goals through the development of critical thinking skills, self-awareness, and emotional and social growth.

Tutoring and other academic success services are available at no cost to enrolled students by appointment or on a walk-in basis. The goal of tutoring is to encourage students to develop skills, strategies, and attitudes necessary to reach their academic goals. Tutors provide help in specific course material and integrate study and learning strategies to promote independent learning. Professional tutors are instructors teaching on campus. Peer tutors are students who know what you are going through first-hand, are dedicated to helping students succeed, and have been recommended by a professor. All professional and peer tutors receive training approved by the College Reading and Learning Association (CRLA).

The Academic Success Center also provides free online tutoring services through Smarthinking, eTutoring, or webcam with a Center tutor. For more information, contact (419) 995-8039.

Accommodative Services

The mission of Accommodative Services is to provide equal access, support, resources, advocacy, and outreach with other campus and community affiliates to those students who have documented disabilities. In addition, Accommodative Services will work in an advisory capacity with faculty and staff in an effort to develop reasonable accommodations that allow students with disabilities to fully participate in all programs and services offered at the College.

The Testing Center and Accommodative Services Coordinator functions as a liaison with faculty and staff, as well as with community agencies. The primary goal of Accommodative Services is to implement classroom accommodations based on individual needs, to provide student support, and to enable students with disabilities to have equal access to Rhodes State programs and services. Rhodes State buildings comply with Federal regulations for all individuals with disabilities by providing access through external ramps, automatic doors, elevators, and designated parking areas close to the buildings and restrooms facilities. TTY services for the deaf are located in the Public Service Building Lobby.

There are many types of accommodations available to students, and all decisions are made on a case-by-case basis. The most common accommodations include (but are not limited to) extended time on tests, reduced distraction testing, enlarged print materials, use of a tape recorder or smart pen in the classroom, use of audio textbooks, and use of a sign language interpreter. For more information, call (419) 995-8476 or visit the Technical Education Laboratory in room 132 of the Tech Education Laboratory.

Bookstore

The Barnes & Noble bookstore is located on the first floor of the Public Service Building. In addition to making available texts and equipment necessary for each course, the bookstore also stocks a variety of other gift items, such as sweatshirts, t-shirts and novelty items. Bookstore hours vary throughout the year. Evening hours are arranged at the beginning of each semester.

The bookstore will buy and sell used books as well as new books. Exchanges will be made only at specific times for specified items. Please check store for refund and buy-back policies. Students can purchase their books from the Bookstore website.

Career Development

Rhodes State College Career Development, located in the Public Service Building, Room 150, offers career-related events, resources, and services to students. Students are assisted in their quest to: identify interests and strengths; understand how interests match educational majors; select and evaluate educational majors; explore career opportunities related to educational majors; evaluate career choices based on national trends and forecasts; develop skills that set applicants apart; strategically plan major, electives, and activities to support career goals; become aware of internship experiences; launch a successful job search campaign; and explore and prepare for four-year college/university transfer opportunities.

Services are also offered in business etiquette; cover letter and résumé critique and construction; portfolio development; developing job search strategies and techniques; geographical relocation information; identification of potential employers; interview preparation, techniques and follow-up procedures; salary information and negotiation; and professional dress.

Student employment, co-op, internship, part-time, full-time, temporary, and volunteer opportunities are posted via the College Central Network. Students are encouraged to research employers, apply for positions, arrange interviews, upload résumés to participate in our résumé referral service, view career events, review resources and conduct research. Students should contact Career Development if they have specific questions on how to set up their account, search for positions, or upload their résumé and/or other career documents.

Additional information and resources are located at www.RhodesState.edu/CareerServices. Computers and a printer are available for students to prepare their cover letter and résumé and conduct their job search campaign. For more information about Career Development or to schedule an appointment, call 419-995-8352.

Child Care

Rhodes State College also has a child care facility site located on campus in the Tech Education Laboratory for children three to six years of age. Contact the Campus Child Care Facility at (419) 995-8405 for information. This Center has been awarded the prestigious Four Star “Step Up to Quality” rating.

The Rhodes State College Childcare Center at the Lima YMCA is available for students and staff with small children six weeks to six years at a reduced rate. In addition to professional staff, some students from the
Early Childhood Education program staff the childcare center. Contact the Child Care Center at (419) 223-1044 for details. This Center has been awarded the prestigious Three Star "Step Up to Quality" rating. Additional information, including rates, is located on the Rhodes State College website.

**Dental Hygiene Clinic**

The Rhodes State College Dental Hygiene Clinic provides preventive dental hygiene treatment to include: an oral exam, radiographs (x-rays), oral prophylaxis (cleaning), fluoride treatment, dental sealants, and oral health instruction. The majority of these services are available without charge to the Rhodes State College students and employees. The Dr. Kenneth and Jean Clemens Clinic is located in Cook Hall; the hours vary from semester to semester.

**Developmental Education**

Rhodes State College evaluates students’ academic preparedness by administering an assessment of reading, writing, and math skills upon admission. The information obtained during this assessment process is critical to proper course selection. To provide appropriate educational experiences aimed at strengthening a student’s academic skills, taking developmental courses in reading, writing, math or science is sometimes necessary. Developmental courses are designed to preserve and make possible educational opportunities for each student. They help to develop the skills, attitudes, and competencies necessary for success in college courses. Developmental courses do not count toward a student’s graduation requirements. However, final grades in these courses do count in the grade point average.

The developmental courses normally offered and their credit hour values include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 0900</td>
<td>Introductory Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>CHM 0960</td>
<td>Introductory Science</td>
<td>3</td>
</tr>
<tr>
<td>COM 0990</td>
<td>Integrated Reading and Writing</td>
<td>3</td>
</tr>
<tr>
<td>CPT 0980</td>
<td>Developmental Computer Skills</td>
<td>2</td>
</tr>
<tr>
<td>MTH 0901</td>
<td>College Prep Math 1</td>
<td>1</td>
</tr>
<tr>
<td>MTH 0902</td>
<td>College Prep Math 2</td>
<td>2</td>
</tr>
<tr>
<td>MTH 0903</td>
<td>College Prep Math 3</td>
<td>3</td>
</tr>
<tr>
<td>MTH 0904</td>
<td>College Prep Math 4</td>
<td>2</td>
</tr>
</tbody>
</table>

**Food Services**

Breakfast items, entrees, grill items, salads, soups, pizza, snacks, deli sandwiches and an assortment of drinks are served in Baron’s Bistro, located in the Reed Hall Cafeteria. Vending machines offering snacks and beverages are located in all buildings. The Bistro is open Fall and Spring semesters from 8-10 a.m. for breakfast and 10 a.m.-2 p.m. for lunch.

**Housing Information Service**

Although most students commute daily from their homes, the College recognizes the group of students who need local housing. A listing of rental property management companies and a local residence hall-style housing unit is available in Galvin Hall, Rm. 066. This listing is provided as information only. Rhodes State is NOT responsible for a student’s choice of housing. The College does not inspect, approve, supervise, or maintain any properties for off-campus housing.

**Library**

The Lima Campus Library is located on the first floor of Cook Hall. The library has approximately 75,000 items and provides online access to over 100 databases. In addition to the local collection, students can also access and request items through OhioLINK, a statewide online catalog of over 46 million items in 93 Ohio colleges and universities. Many of the online databases provide full-text articles from thousands of journals. Interlibrary loan is available if an article is not located in the Lima collection. The catalogs and databases can also be accessed from home by logging in to the library website.

A conference room is available for group meetings and is reservable. The library hours are Monday-Thursday 8 a.m. - 8 p.m., Friday 8 a.m. - 5 p.m. Hours vary on breaks and during the summer term. To find out more about the library, visit its website.

**Testing Center**

The Testing Center, located in Technical Education Laboratory, Room 132, offers services which include the administration of Accuplacer placement, instructional make-up, qualification (ACT Residual) and Test of Essential Academic Skills (ATI TEAS) exam, distance education, accommodated, non-Rhodes State College proctored, graduation, and certification/licensure tests. The Testing Center is also a certified ACT and Pearson VUE Testing Center.

Users of the Testing Center are to note that:

- Instructional make-up and distance education tests can be completed without appointments during the regular testing hours. A Rhodes State ID is required for all Rhodes State students.
- Appointments are required for placement testing, proficiency (credit-by-exam), non-Rhodes State College proctored, and accommodated testing for those individuals needing a reader or a scribe.
- Rhodes State students have the responsibility of reminding the instructor to send tests to the Testing Center at least two business days before the exam is to be administered.
- A picture ID is required to use any of the Testing Center services. All Rhodes State students must present their Rhodes State ID. Students who are scheduling Placement tests and non-Rhodes State College students may present their driver’s license or other government-issued picture ID. Please call for more information regarding what forms of identification are acceptable for the test scheduled.

For more information on the Testing Center, call (419) 995-8476.