



Family & Friends Newsletter



Family & Friends of LCSC Students

The Family & Friends Newsletter staff welcomes your comments and concerns. Please take a minute to evaluate our newsletter and enter your student in the April drawing for a \$25 gift certificate or WarriorBucks. Web link: <http://www.lcsc.edu/osl/FamilyFriends/FFSurvey/ffsurvey.asp>

Visit the LCSC Parent Guide and Calendar at <http://www.lcsc.edu/osl/>. Scroll down the left side to Family & Friends, click on the Parent Guide.

What You Need To Know About FERPA

What is FERPA?

The *Family Educational Rights and Privacy Act* (1974) is a federal law designed to protect the privacy of education records and is enforced by the Family Policy Compliance Office of the U.S. Department of Education (FPCO). Essentially, the act states that 1) "students" must be permitted to inspect their own "education records" and 2) "school officials" may not disclose personally identifiable information about a student without written permission from the student.

What is an "Education Record"?

Education records are defined as those records directly related to a student and maintained by LCSC, or by a party acting for LCSC. These records may contain a student's name, social security number, student ID number, address, or any other

piece of information that could be considered "personally identifiable."

Records that are not considered education records:

- Records maintained by a law enforcement unit of the educational agency.
- Records relating to individuals who are employed by the institution that relate exclusively to their capacity as employees.
- Records relating to a student which are created or maintained by a physician, psychiatrist (or related professional) used solely in connection with the provisions of treatment to the student.

Who has access to student records?

Within the LCSC community, only those "school officials," individually or

collectively, acting in the students' educational interest, who have a legitimate "need to know," are allowed access to student education records. College personnel are determined to have legitimate educational interest if the information requested is necessary for them to:

- Perform appropriate tasks that are specified in his/her position, description, or by a contract agreement.
- Perform a task related to a student's education.
- Perform a task related to the discipline of a student.
- Provide a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid.

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Student Counseling Services

Free confidential, personal counseling for LCSC students. Some of the student concerns that can be addressed in counseling include, but are not limited to: stress management, test anxiety, life transitions, and depression. Counseling Services are located in Reid Hall, room #111.

Important Dates for Students

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| Mar 1—Financial Aid priority deadline | Mar 22—Last Day to Withdraw from classes of college. |
| Mar 2—Last Day to Apply for Fall December 2010 Graduation | Apr 5-8—Advance Registration for currently enrolled students. |
| Mar 8-12—Native American Awareness Week | Apr 9—Open Registration Begins |
| Mar 12—Mid-Term Grades Posted | May 2—Coeur d'Alene Commencement |
| Mar 14—Daylight Savings Time Begins | May 10-14—Final Exam Period |
| Mar 15-19—Spring Break (No Classes) | May 14—Lewiston Commencement |
| | May 18— Final Grades Posted |



FERPA continued

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What is "Directory Information"?

"Directory information" is information that, if disclosed, is not normally considered a violation of a student's privacy and, therefore, can be released without the student's written permission. Directory information can never include a student's race, gender, social security number, grades, GPA, country of citizenship, or religion. As an institution, LCSC must provide "annual notification" of students' FERPA rights and the categories designated as directory information.

What information can and cannot be released at LCSC?

This information **CAN** be released without written consent (directory information).

- Full Name
- Major/Minor
- Previous Colleges Attended
- Academic Honors
- Dates/Terms Enrolled
- Degree/Certificate Awarded and Date Conferred
- Full or Part-Time Status
- Withdrawal Date
- Athlete Height & Weight
- Athletic Achievements
- Email Address
- College Level (Sr., Jr., So., Fr.)
- Home Town

How can a student withhold their directory information?

Students can submit a Directory Information Restriction Request to the Office of Admission/Registrar so that all or a portion of their directory information **can not** be released.

This information **CANNOT** be released (written consent is required).

- Date of Birth
- Social Security Number
- Student ID Number
- Class Schedule
- Address/Phone Number
- Academic Standing
- Grades
- GPA (term and cumulative)
- Transcript
- Parent's Address
- Gender
- Credits (term and cumulative)

What are the rights of parents under FERPA?

When a student reaches the age of 18 or begins attending a post-secondary institution regardless of age, FERPA rights transfer to the student.

– Parents may obtain directory information at the discretion of LCSC.

– Parents may obtain non-directory information (grades, GPA, etc.) only at the discretion of the institution **and** after it has been determined that their child is legally their dependent.

– Parents may also obtain non-directory information by obtaining a signed consent from their child.



In an emergency, can we tell a student's mother where her daughter's next class is today?

A student's class schedule is non-directory information. For the safety of the student, we cannot tell another person where a student is at any time. When this situation arises, the inquiring person is directed to the Office of Admission/Registrar and that office will contact the student directly. However, they will not contact students for non-emergency reasons.

What is the Solomon Amendment?

Under this 1996 amendment, institutions are required to provide directory-type information on students at least 17 years of age who are registered for at least one credit, upon request from the Department of Defense for military recruiting purposes.



Encourage Academic and Career Awareness



Despite your student's K-12 education, the numerous times they've been asked "what do you want to be when you grow up?" and your best efforts to encourage them toward this degree or that career, studies show that "three out of four students entering [college] for the first time have no clear career/occupational goals, and only 8 percent of declared students have an understanding of their majors" (Nelson, 2006).

So what's the problem? We're finding that students enter college largely uninformed. They don't understand what it takes to earn a degree, or that a certain level of degree may earn them a higher rung on the career ladder, or that they might have to take a variety of courses (some extremely strenuous) in order to graduate. They don't understand that from day one at Lewis-Clark State College they should be preparing themselves for a successful career.

How? Regardless of whether or not your student knows what program of study and career path to embark on, they should still take time to explore all their options.

This means enrolling in a variety of liberal arts courses to find out what they like, what they are good at, and what they might want to learn more about.

Students can increase their awareness by discussing the following questions with friends, family, academic, and career advisors:

1. Do they know what they can do with their chosen major/degree?
2. Are they aware of the skills they need to develop? (Students need to hone both transferable AND occupational skills. Transferable skills that are developed while in college are: communication, writing, creativity, problem-solving, self-motivation and leadership, teamwork, practical experience, and computer skills.)
3. Are they aware of the nature of the work? (What it will take to earn their degree as well as what they will be doing on the job.)
4. Are they aware of the job outlook and ready to adapt to changes?
5. Are they able (physically, emotionally, and legally) to earn a degree in their chosen field and to succeed in their career?
6. Are they aware that getting a degree doesn't guarantee a career?

For many students, graduation sneaks up on them, and before they know it, it's time to find a job. For some, this is one of the most frightening realizations a post-grad can experience.

Career and Advising Services offers a variety of tools to help students choose a major and a career that fits their interests, skills, and abilities. Students can meet with a career counselor, talk with an academic advisor, or enroll in a Career Exploration course.

By preparing themselves from the first day of college, exploring a variety of options, and seeking advice from academic and career advisors, students can gain the knowledge they need to complete their educational programs, and prepare themselves to enter into a successful career.



References

Burton Nelson, D. (2006). *Career advisors: A new breed*. Retrieved March 23, 2006, from <http://www.nacada.ksu.edu/Clearinghouse/AdvisingIssues/career-advisors.htm>

Student Activities/Campus Recreation

Attending Lewis-Clark State College (LCSC) can be one of the best experiences in your student's life. Part of what makes this true are the opportunities students have and the people they meet during their college years. We are committed to providing our students with the opportunity to network and enjoy an enriching campus life. Participating in various student activities provides a means of getting to know other students while having fun and developing skills that cannot be attained in the classroom. **Current research indicates the more engaged students are with their campus, the more likely they are to succeed.** Other studies show that participation in extracurricular activities on campus can result in a wide range of benefits including:

- ◇ Improved emotional well-being
- ◇ Reduced stress
- ◇ Improved self-confidence
- ◇ Character development
- ◇ Improved social skills
- ◇ Development of team building skills
- ◇ Improved time management
- ◇ Improved leadership skills



How parents can help:

- ◇ Encourage your student to balance homework, employment, and social activities
- ◇ Discuss the *free* programs, activities, and functions on campus
- ◇ Encourage your student to take risks and try something new or different
- ◇ There are many activities available: contact the Student Activities Office in the SUB



Event Dates:

- Mar 5—**Leadership Training Day** for National Society of Leadership at 1:30 in SAC Hall 112
- Mar 8-12—Native American Awareness Week
- Mar 10—**Video Game Tournament** (TBA)



WarriorOne Card (Student ID) Update

Just a quick reminder, if your student has a meal plan, their flex points will not carry over as they did in the fall. Any unused flex points will be removed on May 15, 2010. Please remind your student to spend flex points before the end of the semester. With your student's permission, you can check their flex point balance at www.lcsc.edu/warrioronecard.

Students who have used all of their flex points can deposit funds in their WarriorBuck account if needed.

WarriorBucks is money deposited to a student's WarriorOne Card (LCSC ID) that allows cashless purchases at student computer labs, vending machines, food services, Jitterz coffee shop, library, bookstore, and more.

WarriorBucks are accepted only on campus. It works like a pre-paid gift card or a debit card. You can add money to your student's account with an online transaction at www.lcsc.edu/warrioronecard, by phone at (208) 792-2060, or by mail: WarriorBucks – Student Union Building, Lewis-Clark State College, 500 8th Avenue, Lewiston, Idaho 83501.

You need your student's full name and student ID number to complete the transaction.



STUDENT HEALTH SERVICES

Lewis – Clark State College



Student Health Services is located on the LCSC Campus in the Sam Glenn Complex, Room 205.

The primary goals of the Student Health Services are:

- Promote optimal health of students on the college campus by fostering their personal development as individuals who take responsibility for their health, wellness, and safety.
- Aid students and advocate for their primary prevention and intervention needs.
- Enhance retention for students while at LCSC to help in achieving positive educational outcomes.



Services offered at Student Health Services are:

- An ambulatory clinic is available to treat minor illnesses and is open on Monday, Wednesday and Friday from 10am to 2pm. Appointments are

preferred, however walk-ins are also welcome. The clinic is staffed with a Nurse Practitioner, and a Registered Nurse (RN).

- On site laboratory for blood draws and quick health screens such as mono, strep and influenza.
- Quick health assessments are provided by the RN and over-the-counter medications are available as needed.
- Immunizations are provided, including flu clinics during the *influenza* season.
- Health and Wellness education through outreach programs and collaboration with different LCSC departments such as the Nursing Division and Residence Life.



Eligibility:

- All LCSC students enrolled in one or more credits.

- All LCSC faculty and staff.

***Students DO NOT have to be enrolled in the Student Health Insurance Program (SHIP) to utilize the services offered at Student Health.**

• Fees:

- \$45 flat fee for all office visits with provider
- \$15 flat fee for nurse visits

*Additional charges for laboratory, radiology, pharmacy, and medical procedures.

Please feel free to stop by our office or call with any questions you may have.



Phone: 208-992-2251
Fax: 208-792-2882

E-mail: studenthealth@lcsc.edu

~ STAY HEALTHY ~



Advance Registration is Just Around the Corner



Will Your Student Be Ready?

Each semester, currently enrolled students have the opportunity to register early for their classes for the next semester. This early registration period is called **Advance Registration**, and there are many advantages to registering for classes during this period:

- Permitting currently enrolled students to register early allows them to get the classes, times, and instructors they need, as well as classes that fit into other schedules they may have.
- Many classes have limited enrollment or are only offered in the Fall or Spring, and registering early allows for securing a seat.

During Open Enrollment, all students can register regardless of their class standing. However, those waiting until open enrollment may encounter filled classes in subjects they need or desire. Therefore, it is highly recommended that all currently enrolled students take the opportunity to register during Advance Registration.

Class schedules for Summer and Fall 2010 will be posted on the LCSC website beginning February 19th. At that time, students can begin assembling potential class choices and scheduling appointments with their advisor.

Dates for Advance Registration for Fall Semester 2010 are April 5, 6, 7, and 8. Registration dates are based on class standing, determined by the number of credits a student has earned at the time of registration (currently enrolled credits do not apply).

- April 5th is reserved for Seniors and Post-baccalaureates (90 completed credits or more).
- April 6th is reserved for Juniors (58-89 completed credits).
- April 7th is reserved for Sophomores (26-57 completed credits).
- April 8th is reserved for Freshmen (0-25 completed credits).

Open Registration begins on April 9th, and any student who did not register on

their advance registration date, can register at any time after their assigned date has passed.

What To Do Next:

In order to **Advance Register**, students need to remember that they have to **meet with their academic advisor**, in order to be electronically released to register on the Web. It is important to schedule an appointment with the advisor **at least two weeks prior to their registration date**, and preferably earlier, to insure getting released before the assigned registration date. Also, any **holds** on their account (library, security, health clinic, controller's office, etc.) need to be cleared before being allowed to register. They must contact the office that placed the hold to find out what needs to be done to have it removed.

The Office of Career & Advising Services is happy to assist students with Advance Registration questions, and can be contacted at Reid Hall 110, or call 208-792-2313.

International Programs Dinner

Diverse Delicacies is the theme for this year's International Dinner to be held on Saturday, April 3, 2010, at the Williams Conference Center. For over twenty-five years, the International Dinner has enlightened guests, bringing a healthy serving of culture from every part of the globe.

The dinner is prepared and hosted by the International Club of LCSC. Doors will open at 6:00 p.m. and the program will begin at 6:30 p.m.

The costs of the tickets are:

- Adults \$18
- Students \$12 (College, high school, junior high, grade school, or trade school)
- Children who sit on their parents' laps, share their parents' plates, and do not occupy a seat get in for free. If they occupy a chair, the student price is paid.

If you want to reserve a full table for eight, please come to the International Programs Office. We are located in the same building as the Kindercollege. Buy your tickets early as the dinner will sell out quickly!

This year's cuisine will include Diverse Delicacies from around the world. The evening's program will feature music, a fashion show, traditional dances, songs, and other individual performances.

Members of the International Club will present the Eleventh Annual International Enlightenment Award to an individual who is particularly supportive of global understanding. The recipient's name will be engraved on a permanent plaque displayed in the Student Union Building.

Proceeds from the event will go toward the International Student Scholarship Fund.

Tickets will be on sale in early March at the Information Desk in the Student Union Building or the International Programs Office. For more information, contact International Programs at (208) 792-2321.

