



# COURSE EXPECTATION LETTER

**Subject:**

Counseling 151

**Email Contact Information:**

[Tolson@riohondo.edu](mailto:Tolson@riohondo.edu)

**Catalog Course Description:**

This course will examine student, career, and self-development theories to empower students to make effective decisions throughout their lifespan by engaging in the process of career and life planning from a psychological, sociological, and physiological perspective. Students will compare and contrast human development and career theories, decision-making processes, and factors that contribute to college success, life skills, adult workplace competencies, values, interests, abilities, and personality. Labor market trends in a global economy and successful job search and workplace behaviors will also be examined.

**Student Learning Outcomes:**

\*Student will be able to define, analyze, and clarify work values that affect the career decision making process

\*Provided with an individualized interpretation of career inventory results, students will be able to effectively analyze personality traits, interests, and possible career choices.

By logging into Canvas you affirm that you are the student who enrolled in the course(s) and are the person who will complete the assigned work. Furthermore, you agree to follow the regulations regarding academic integrity, personal identification and the use of student information as described in BP 5500 (Standards of Conduct) and AP 5520 (Student Conduct Procedures) which are the Rio Hondo College student conduct codes that govern student rights and responsibilities. You acknowledge that failure to abide by the regulations set forth in BP 5500 and AP 5520 may result in disciplinary action, including expulsion from the college.

This is **NOT** a self-paced course. There are firm deadlines in this class. There are assignments due on a regular basis. Please plan your time carefully!

**Textbook:** Please consult the Bookstore for information at (562) 463-7345 or go to [Rio Hondo College Online Bookstore](#)

Over the course of the semester there will be regular instructor student contact.

**Methods of student contact include:**

This course will include regular instructor student contact. Methods of regular instructor student contact include:

1. Weekly Announcements posted on main class page and e-mailed to each student
2. Weekly discussion threads and comments by instructor through graded work  
Course Expectations Letter
3. Instructor will use multiple methods to contact students relating to phone, e-mail, and or text when class performance is of concern
4. Main method of communication is through e-mail
5. Instructor will reply to all e-mail inquiries within one business day

**The instructor may drop you for non-participation.**

There will be a one to three business day delay after an add code is used before a student may be able to log on to Canvas.

For students new to online classes, it is highly recommended that you take the Online Orientation through our Distance Education website. This will help explain what online classes are like and familiarize you with how the class is laid out. The orientation can be found at: <http://www.riohondo.edu/canvas-orientation/>

Email Responses: Instructors will make every attempt to respond to students in a timely fashion. Responses can take up to 48 hours before a response is received, excluding weekends and holidays.

Disability: A Student with a verified disability may be entitled to appropriate academic accommodations. Please contact your instructor and/or the [Disabled Students & Programs](#) office at 562-908-3420 for more information.

*Modifications and Disclaimer: The instructor reserves the right to modify the content of the course or any course procedure. It is the responsibility of the student to keep apprised of all changes. If the student wishes to drop the class he/she is responsible for initiating the drop. Do not take it for granted that you will be dropped. If you stop working and do not drop the course, you may get an undesirable grade.*

### **Additional Information:**