## STUDENT SERVICES – A Checklist for Student Success

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Student success starts with a plan to provide student with the services and support they need the moment they are thinking about joining your campus community. The earlier these start for students the higher success they will have the opportunity to achieve. This checklist is broken down into areas of focus to help prioritize and determine appropriate resources for each service and support structure.

#### The areas of focus include:

- Academic Services
- Student Life
- Student Engagement
- On-boarding Services
- Research, Community, and Learning Services
- Learning Analytics
- Computer Services
- Special Needs Services
- Ethical Services

#### **Academic Services**

Academic Advising	Career Services
Registration and Records	Internships
Admissions	Job Fairs
Financial Aid	Coaching
Student Employment	Volunteer Opportunities
Bursar Office w/ Online Payment Methods	Mentoring
Library Services	Job Preparation – resumes, mock
Writing Center	interviews
Counseling Services	Database of careers and aid
Health Services	Database of alumni and employers

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Special Needs Services	
Disability Services	Women's Center
International Student Services	Veteran Services
LGBTQ Student Services	Multicultural Student Services
Student Life	
Transition and Housing Services (Residence Life)	Dining and Food Services
	Recreational Facility
Childcare Centers or Resources for Childcare in the Community	Intramurals / Sports
Research, Community, and Learning Services	
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Scholarly and Research Support	Tutorial Services
Community Service Learning	Exam Proctoring
Cross-curricular teaching and learning opportunities	Developmental Learning Services
Ethical Services	
Campus Ombudsman	
Student Discipline / Conduct Standards	
Copyright and Plagiarism Course	

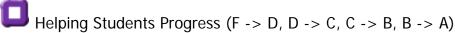
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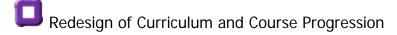
On-boarding Services	
College Orientation Program  New Student Undergraduate Graduate International Students Cultural Sensitivity Training Faculty and Staff Students	Study Abroad Programs with Financial Assistance  Services for Traveling to Other Countries (passport support, cultural training, travel information)  ESL and ABE Courses  New Student Camps  Freshman Camps  Transfer Camps
Learning Communities  Student Leadership Opportunities  Student Ambassadors	Student Government Student Mentoring Faculty / Student Collaborations and Mentoring
Computer Services	
Technical Support SIS Suppor	t LMS Support

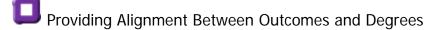
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# Learning and Institutional Analytics











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It is important to look at these areas from both an on-ground and an online student population. All areas, when possible, should have equivalent opportunities for both traditional and virtual students. Therefore, you should take this checklist and complete it for your on-ground students and for the online students to make sure you have achieved optimal student support for all your students.