

ADMISSIONS AND RECORDS

CORE SERVICES

Orientation

To help with students' transition to LPC, an online orientation is offered for all students, including new, first-time college students. Within the orientation, members of the LPC community introduce students to the College's programs, services, academic regulations, expectations, campus facilities, and student life. Completion of the orientation is required to participate in priority registration at LPC. Visit CLASS-Web to access the online orientation. Note: Students must apply for admission before completing the online orientation.

Assessment

Students can obtain proper placement in English and Math by answering questions via LPC's self-guided placement tool on the CLASS-Web link at our home webpage. We also encourage students to submit their transcripts from other colleges or universities, and other standardized test results (e.g., Advanced Placement; International Baccalaureate) for placement consideration. Students can obtain proper placement into ESL (English as a Second Language) by completing the assessment process, which consists of a placement exam and writing sample. Assessments are also available for Chemistry and Foreign Languages. For more information, contact the Assessment Center or the Counseling Department or visit LPC's Assessment web page at <https://laspositascollege.edu/assessment>.

Student Educational Plan

Students are strongly encouraged to meet with a counselor to develop a Student Educational Plan (SEP). SEPs guide students to a timely and successful completion of personal and academic goals. Students with completed SEPs have higher completion and/or transfer rates for certificate and/or degree programs. Students receiving Veterans Affairs educational benefits are required to have a comprehensive student educational plan on file with the Veterans Office in order to receive VA educational benefits.

Track Your Degree Completion With Our Online Advising Tool, DegreeWorks

Las Positas College (LPC) offers an online advising tool to help you keep track of your educational progress. DegreeWorks (DW) allows you to view your Student Educational Plan and confirm what courses you have completed, as well as what courses remain, toward meeting your educational objective(s). DW matches your academic and course history, as well as your current course schedule, against the degree requirements as defined in this Catalog. Thinking about adding a major, or changing your goal? DW gives you the opportunity to explore "What If Scenarios," determine how your courses meet requirements for programs other than your current declared major. For questions, please make an appointment with a counselor.

To access DegreeWorks, follow these steps:

1. Visit the LPC Home Page and login to CLASS-Web
2. Once logged in, navigate to the Student Service Tab
3. Scroll down and locate the DegreeWorks link.

*A degree audit created in DegreeWorks is not an official notification of the completion of a degree or certificate requirements.

Exemptions to Completing Core Services

Exemption to Orientation

There is no exemption to the orientation for Las Positas College.

Exemption to Assessment/Placement

Students may be exempted from assessment/placement with the submission of Advanced Placement (AP) English and/or mathematics test scores of 3 or better (a copy of the AP score report is required); and/or if the student completed a college-level English and/or mathematics course with a grade "C" or higher (official transcripts required), they may be exempted from the assessment/placement. Other assessment exceptions may be available. See an academic counselor for more information.

Exemption to Student Educational Plan

There are no exemptions for the SEP. We strongly encourage students to meet with an academic counselor to complete an SEP to map their courses for certificate or degree completion and/or transfer. Also, students who are exempt from any of the other core services still need to meet with a counselor prior to priority registration. Exemption from core services does not guarantee priority registration.