

SERVICES AVAILABLE:

- Workshops
- Connections Groups
- Counseling Referrals
- Lending Library
- Lunch & Learns



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RETENTION SERVICES

Moving From Where You Are To Where You Want To Be





RETENTION SERVICES

What are Retention Services?

The Retention Office serves the individual needs of students as you persist toward a degree and develop into lifelong learners. Complementing the efforts of the faculty, students are served through a personalized and structured approach that includes academic referrals, academic counseling, skill development, and workshops. The Retention Office serves as a liaison between Departments of Academic Affairs and Student Affairs, communicates to the faculty advisors to promote retention and student success, and to with areas of the college.

Planning for Your Success

Whether it is help with understanding which courses to take or knowing your resources, we can help you figure out what you can do to become a successful Albany Technical College student. For students who are Undecided or Institutionally Accepted, we can assist you in establishing an individualized academic success plan to help you reach your academic goals in a timely manner.

Academic Difficulty

We understand that life does not always go as planned. You should meet with the Retention Coordinator before making major academic decisions, such as withdrawing from a course or changing majors, and when needing academic guidance.

Additional Services Offered by the Retention Office

EARLY ALERT SYSTEM

The goal of this early alert system is to identify at-risk students and refer them to the appropriate person so that preventative action can occur before the students withdraw or get too far behind in their coursework. At-risk behaviors include such factors as:

- Excessive absences
- Poor performance
- Lacking preparation for course
- Has not logged on or has not had enough time on task for an online course
- Missing assignments, exams, or homework
- Personal crises impacting learning

WHY DO WE NEED AN EARLY ALERT SYSTEM?

- At-Risk students often need help day 1!
- Students receive early and individualized feedback and contact from retention, special needs, special populations, achievement coaches and academic support staff
- Early Alert + Early Intervention = Increased Student Success and Retention
- Improve crisis prevention and risk management
- It costs more to recruit a student than it does to retain a student

The overall mission of the Retention Office is to improve student retention by preventing academic problems from becoming the reason for non-attainment of educational goals.

