Student Retention Plan

- Instructors are to attempt student contact if students are absent more than 3 days.
- Conference with Program Instructor or reporting staff
  - Identify Student Deficiency(s)
  - Academic Advising
  - Social Emotional
  - Community-Based
  - Financial Aid-schmool funding
  - Employability readiness
- Students self-refer to PTC School Counselors
  - Emotional support
  - Academic Advising
  - Mental health referral support
  - Homelessness
  - Job readiness
- Complete referral of school based and/or community-based resources
  - School Based Resources
    - School Safety Officer
    - Campus Administrator
    - Campus Counselor
    - Career Placement Specialist
    - Financial Aid Specialist
  - Community Based Resources
    - Youth Connect
    - Pinellas Opportunity Council
    - Career Source Pinellas
    - 211 Tampa Bay
- Determine 504 Accommodation Plan eligibility
  - Review school related concerns
  - Establish eligibility
  - Complete required documentation
  - Submit documentation for electronic record
- Identify a timeline and points of contact for follow up

The effectiveness of our student personnel services will be evaluated annually and shared with faculty and the public by:
- Student Retention Rates
- Student Placement Rates
- Results of Student Satisfaction Surveys – Student Input