

Highline Community College Academic Advising

Access Services provide reasonable accommodations and advising services for students with disabilities related to academic adjustments, auxiliary aids and referral services.

Admissions/Entry Services staff members coordinate intake/admission procedures and college information for new and prospective students.

Athletic coaches advise team athletes to insure that students are in compliance with NWAACC guidelines and that they are successful on the playing field and in the classroom. Amber Rowe is the lead liaison in the Athletic Department for advising issues.

Students who may be experiencing personal challenges to their educational success may work with counselors in a more therapeutic relationship.

Counseling faculty generally advise students who are “undecided” transfer students.

EPAC advisors provide academic, individual, group, and online advising to prospective, new and current Highline students pursuing transfer, AAS degrees or certificates. EPAC manages faculty advisor assignments and training, provides general advising information and workshops, and also disseminates entry codes to qualified students. EPAC staff coordinates registration, testing and advising for students pursuing ESL non-credit classes. The **Transfer Center Director** offers individual advising consultations with students and coordinates transfer fairs and workshops. EPAC advisors track over 100 students working on RN pre-requisites. Annually, 17,500-20,000 students are served for drop-in advising in the Center.

High School Programs coordinates orientations, advising and outreach for a myriad of student populations. An orientation and advising is provided to **Running Start** and **High School Enhancement** students who must also have the approval of their high school for class selections. Once these students identify their educational goals, many are assigned to faculty advisors. HSP sponsors orientations and offers guidance to **GED Prep** students and **High School Completion** students.

International Student Programs staff coordinates and oversees international student compliance with the Department of Homeland Security regulations. Staff maintains contact with international students to insure that they are adjusting to the USA, the local community and the college.

Multicultural Services provide advising, outreach, college 100 courses, and support services to multicultural students. MCS also provides quarterly mentoring workshops for the Washington Achievers, in partnership with the Washington Education Foundation.

Teaching faculty members generally advise students who are pursuing degrees or majors in the same or a similar field to the instructor's. Instructors who volunteer may be assigned to students who are undecided about their degree or major. Caseloads generally do not exceed 50-60 students.

Work First/Women's Program staff members advise, develop programs, teach classes and provide Tuition Assistance for TANF participants (unemployed or employed less than 20 hours a week) as well as former TANF participants, income eligible parents, displaced homemakers, and students with self identified barriers to attending college with employment and wage progression goals.

Worker Retraining staff members advise and support the needs of students who are unemployed and now are acquiring new job skills to become marketable. Staff members work with students to insure that they are in compliance with state, federal and business guidelines for tuition assistance.

Spring 2008

Advising and Student Support Services Contacts Spring 2008

All departments located in Building 6 unless specified.

Access Services (provides support and services to students with disabilities)
Jennifer Sandler (bldg. 99, rm, 180), ext. 3474; jsandler@highline.edu

Admissions/Entry Services – Laura Westergard, ext. 3693; lweswterg@highline.edu

Advising and Educational Planning (EPAC) – Gwen Spencer, ext. 3054;
gspencer@highline.edu

Division Liaisons:

Business – Denny Steussy, ext. 3534

Education/Health/PE – Heather Brett, ext. 3243; hbrett@highline.edu

Humanities – Mouy-Ly Wong, ext. 3690; mwong@highline.edu

Sciences – Nga Pham, ext. 3988; npham@highline.edu

Social Sciences – Siew Lai Lilley, ext. 3936; slilley@highline.edu

Career Resource Center – Lance Gibson, ext. 3581; lgibson@highline.edu

Counseling – Lance Gibson, ext. 3581; lgibson@highline.edu

ESL (general information) – Cheryl Carino-Burr, ext. 3297; ccarino@highline.edu

Enrollment Services – Kate Bligh, ext. 3559; kbligh@highline.edu

Assistant Registrar – Debbie Faison, ext. 3363; dfaison@highline.edu

Graduation Evaluators

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Transcript Evaluator

Shui Wong, ext. 3323; swong@highline.edu

Financial Aid – Lorraine Odom, ext. 3302; lodom@highline.edu

High School Programs (Running Start, High School Completion, High School Enhancement, and general information regarding GED) Karen Steinbach – ext. 3355;
ksteinba@highline.edu

International Student Programs – Kathleen Hasselblad (bldg. 9, rm. 7), ext. 3019;
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Multicultural Services – Yoshiko Harden, ext. 3041; yharden@highline.edu
Inter-Cultural Center – Aaron Reader, ext. 4350; areader@highline.edu

Transfer Center – Siew Lai Lilley, ext. 3936; slilley@highline.edu

Veteran's Affairs – Linda Yates, ext. 3285; lyates@highline.edu

Woman's Programs and WorkFirst – Deana Rader, ext. 3004; drader@highline.edu

Workforce Development – Erik Tingelstad, ext. 3599; etingels@highline.edu

Worker Retraining – John Huber, ext. 3071; jhuber@highline.edu

Workforce Education Special Projects – Dannette Randolph, ext. 3211;

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