Students Services

Students with Special Needs

Students with special needs (e.g. disabled, international, honor, and re-entry students) are provided academic support and tutoring at the Student Academic Assistance Center (SAAC).

Student Housing

While The National Hispanic University does not provide residences for students, the University does assist students by providing them, available rental listings in the area. For more information, contact Student Services.

Student Government Association

Any student currently enrolled in a class at NHU is a member of the Student Government Association. The Student Government Association by-laws set up an Executive Board as a representative body for NHU to facilitate student communication, leadership, and advocacy.

Annually, the members of the Student Government Association elect officers (President, Vice President, Treasurer, Secretary and a Public Relations Representative). To be eligible for student government a student needs to have a 2.5 minimum GPA and to be enrolled as a full-time student at NHU. The Student Government Association (SGA) meets on a regular basis to plan student activities. The officers represent the student body in University activities and committees.

Student Activity Space

NHU students have University space where they can plan and organize activities. This facility is used by students for meetings.

Services

Corporate Supporters

Many corporations have given support to The National Hispanic University through financial contributions, gifts in kind, loaned executives, volunteer board members, mentors and speakers, internships, cooperative education and other programs. The relationship that NHU enjoys with these companies provides many opportunities for students to explore careers and meet people in their chosen fields. We are grateful to these corporate supporters.

LEARNING RESOURCES AND STUDENT SERVICES

Library

The University Library provides students and faculty both printed and electronic information in an academic environment. Current periodicals and newspaper publications are available to support major areas of study at The National Hispanic University.

In addition, numerous subscription databases are available for academic information retrieval. Aside from the numerous academic resources of The National Hispanic University Library, students and faculty use libraries within the Bay Area, such as the University of California at Berkeley, California State University at Hayward, San Jose State University, Lincoln University and other institutions of public and higher education.

The National Hispanic University Library is linked with other major academic and research libraries via OCLC, SCELC, the Library of California, and the Internet for information retrieval and document delivery.

Computing Facilities in the Library

The Library at the University has computers for student use. The computers are networked to form a library local area network integrated with the university network. Printers are available for student, staff and faculty use with the computers. Additionally, there are computer facilities in the Student Academic Assistance Center (SAAC) and the Computer Information Systems Lab as described below.

Computer Classroom Lab Facility

The Computer Information Systems Lab has Multi-media PC computers with printers. These computers are accessible to students for classroom instruction in Computer Science/Information Systems classes. The Library/SAAC Staff can arrange special orientation and/or computer tutor sessions.

Student Academic Assistance Center

Prior to founding NHU, much background research focused on what factors optimize success. The Student Academic Assistance Center (SAAC) coordinates an important range of academic support services for students before they begin NHU classes, during classes, while job hunting, and even after graduation.
New Student Orientation

The New Student Orientation is offered throughout the academic year on a variety of days and times, and includes a full introduction to the college experience including:

- Discussion of student and NHU expectations;
- Financial aid and scholarships;
- Library tour and introduction to internet-based library search protocols;
- Introduction to NHU support services, partnerships and departments;
- Interactive computer assessment in English reading and writing, and math, immediately followed by a discussion of the results and advising about next steps and appropriate courses (for undergraduates only).

Individual or Small Study Group

The NHU encourage Study Groups - students who work together in groups help and encourage each other, work harder, and get better grades.

Self-paced computer software are available to improve skills in English reading comprehension, writing, grammar, and mathematics.

Tutoring

The SAAC tutorial program is designed to assist students with their academic challenges. The program emphasizes on faculty interaction and counseling support. Tutors will provide assistance in mathematics, reading, writing and study skills to help students develop the necessary skill level to ensure success in college. The role of the SAAC tutor is to guide students in the development of their academic potential and motivate students to become self-directed learners. Furthermore, the SAAC tutorials are incorporated in the curriculum in English 45 and English 100 as well as Math 45 and Math 100 in order to provide students with one-on-one support and feedback catered to their individual needs. This extra tutorial will prepare them for the more rigorous upper division courses. It is offered to all enrolled students free of charge.

Academic Advising and Counseling

Each NHU program has assigned Academic Advisors, who are also encouraged to act as general mentors for our students.

SAAC Advisors provide general education advising for all students. These Advisors will also furnish information through the library, Internet and other sources, to aid students in the decision making process of choosing a major.

Sometimes non-academic issues are overwhelming and can affect performance in class. Through the SAAC, NHU provides Peer Advisors to help with short-term problem solving issues. These Peer Advisors, in conjunction with SAAC staff, can also provide referrals to appropriate area resources as needed.

Career Planning and Placement

The SAAC provides assistance with post-baccalaureate study, career planning and job placement services that help currently enrolled students and alumni best utilize their collegiate educational experience and prepare for future careers.

Graduate school information is an integral part of career planning and is provided through the SAAC Advisors, guided Internet searches and the NHU Library.

SAAC Advisors also work with students who wish to explore available career choices using assessment tools, Internet searches and the NHU Library.

Job search information is available through:

- Bulletin board postings,
- Binders in the SAAC,
- Internet job listing sites,
- Our partnership with San Jose State University which includes access to many of their Career Center services,
- Our partnership with NASA Ames Research Center, which allows our access to its 3000+ job-listing database.

Alumni Organization

The NHU Alumni Association is in a formative stage and encourages continued interest and involvement by graduates in the university.
**STUDENT SERVICES**

The Division of Student Outreach and Support Services provides NHU students with services from the initial application for admission to the University through the completion of their educational program and graduation. The Office of the Admissions and Registrar receives and processes the student’s initial application to the University for Admission. That office is responsible for receiving all documents required for admission to the University; processing the application; determining the eligibility of the candidate for admission; notifying students of their admission or reason for non-admission. Once admitted, the Office of the Registrar maintains the student’s registration information and processes the student’s registration each semester. The Office of the Registrar is also responsible for monitoring the student’s satisfactory academic progress toward timely completion of their educational program.

The posting of grades and issuance of grade reports and transcripts is handled by the Office of the Registrar.

The Financial Aid & Scholarship Office is responsible for assisting students in their application for financial aid and for administering all financial aid and scholarships activities of the University.

**PRE-COLLEGE PROGRAMS**

The National Hispanic University’s Pre-College/TRIO Programs continue to serve as an outreach arm to the community by surveying its needs and providing services that will address them. The pre-college programs target middle and high school students for academic and social development, with the goal of increasing high school graduation rates and matriculation into college by students traditionally under represented in higher education.

**Esperanza Educational Talent Search**

Esperanza Educational Talent Search is a federally funded program through the United States Department of Education TRIO Programs. Its goal is to assist eligible students at specific school sites to graduate from high school and enroll in post-secondary education. The program annually serves 1,275 eligible students free of charge at selected middle schools (grades 6,7, and 8) and high schools (grades 9-12), while also serving adults seeking to re-enter and complete their high school diploma in the city of San Jose.

Services available through Esperanza Educational Talent Search include the following:

- College admissions counseling;
- Career counseling;
- Assistance with financial aid forms;
- Assistance in the selection of college preparation courses;
- Assistance with college application forms;
- College/University campus visits;
- Visits to corporations and public institutions to see various professions at work;
- Tutorial assistance;
- Scholastic Achievement Test (college entrance exam) information;
- Workshops on such topics as Study Skills and Career Exploration;
- Parent workshops.

To qualify for the program, a student must be a U.S. citizen or eligible resident, must meet the low-income federal guidelines, and/or will be the first generation in his/her family to graduate with a baccalaureate degree.

To be considered for admission to the program, an Esperanza Educational Talent Search Application should be completed. Applications are available at the Career Centers of participating high schools, the school office of middle schools, and can be requested by calling the Pre-College/TRIO Programs Office at NHU.

**Upward Bound**

Upward Bound is a federally funded program through the United States Department of Education TRIO Programs. It is designed to assist sixty eligible high school students to successfully complete their high school education, enroll in, and complete a post-secondary education program. The central idea behind Upward Bound is that students from traditionally under-represented groups can be prepared to successfully compete in post-secondary institutions by providing them with a simulated college experience rich in academic and motivational support.
By providing tutoring, counseling, and individualized instruction, Upward Bound helps students to bridge the gap between their performance and their potential, thus increasing the opportunity for gaining admission to college.

Students are selected from specific high schools in the city of San Jose. To qualify, the student must (1) have freshman, sophomore, or junior status at entry; (2) meet the low-income federal guidelines; and/or be the first generation in his/her family to complete a baccalaureate degree; (3) be a U.S. citizen or eligible resident; (4) and have the desire and commitment to pursue a college education.

During the academic year, the Project's services include both individual and after-school tutorials, academic and college advising, college tours, and a variety of enrichment activities of an educational, recreational, and cultural nature.

In the summer, the Project offers a Summer Academic Enrichment Residential Program. The six-week session includes college preparatory courses, daily tutorial assistance, study skills training, as well as academic and college advising. Students live in college dormitories during the week, going home on weekends, and attend classes during the week at The National Hispanic University campus.

The program was established at NHU in September of 1989 and currently serves 64 students. All services to eligible participants are provided free of charge.

Latino College Preparatory Academy

The Latino College Preparatory (LCPA) is a collaborative Charter High School between NHU and the East Side Union High School District for under-achieving English Language Learning Students. The Charter School on campus serves as a lab to train teachers, pilot-test curriculum, and observe the learning habits of English Language Learners.

Since September 2001, the LCPA has phased in 100 English Language Learners in cohorts toward the goal of 400 students total enrollment by Fall 2004. As part of the middle college model, the LCPA curriculum and activities are coordinated and articulated with the university’s academic programs and calendar.

LCPA faculty members are eligible to enroll in the NHU Teacher Education program, and encouraged to participate in faculty development activities.

Through the collaboration of NHU and LCPA faculty and students, the depth and scope of the NHU learning community has been enhanced.

For more information, please contact LCPA at (408) 273-2281.