

# CAREER SERVICES

## STUDENT ORIENTATION

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GOODWILL  
TECHNICAL  
COLLEGE

The primary goal of Career Services is to assist graduates and those students who possess marketable skills in locating employment in the occupational field for which they have been trained. The placement of students graduating, completing or exiting from GTC is handled through the Student Affairs Office in cooperation with the instructional staff. The functions of Career Services are to provide students with employment information, to advise them where jobs are available, to complete job applications, and to provide counseling concerning work conditions, requirements, wages, and opportunities for advancement. The college does not guarantee placement to any student. The Career Specialist and faculty members work constantly and cooperatively with local businesses and industry in order to be aware of current employment needs and opportunities. Employer representatives are invited and always welcome to visit the campus in order to interview students.

The Council on Occupational Education (COE) mandates that GTC perform routine follow-up on all students. This data is used to indicate the success of the program and the employment success of the student. For this reason, students are asked to inform their instructors and/or the Student Affairs Office of employment obtained during enrollment or following withdrawal from the campus. Periodically, the Student Affairs Office and/or the instructors will attempt to contact those students who have dropped from the campus to determine placement information. Employers of former students who have been employed in a field related to their training are also contacted through a survey questionnaire for the purpose of evaluating occupational programs.