	EFFECTIVENESS OF STUDENT SERVICES PLAN		
	DATE OF LAST REVISION	DATE OF LAST REVIEW	COE SELF STUDY REFERENCE
	09/12/2022	09/12/2022	STANDARD 10 STUDENT SERVICES AND ACTIVITIES

The Tennessee College of Applied Technology - Knoxville will evaluate the effectiveness of the Student Services Department on an annual basis by sending surveys to all current students to evaluate Student Services.

IDENTIFICATION OF RESPONSIBILITY FOR COORDINATING STUDENT SERVICES
The Vice President of Student Services and Student Services Coordinator are responsible for managing the process of registration, enrollment management, career advising, financial aid and responding to student issues that may arise. The intent of evaluating the effectiveness of Student Services is to improve processes, and to be responsive to students' changing needs.

SERVICES PROVIDED TO STUDENTS
It is the responsibility of the Student Services department to provide services that assist students throughout their college experience. It is our goal to work efficiently while treating each student not only with respect, but genuine encouragement. Student Services provides assistance in the following areas:

- Access & Outreach
- Career Advising
- Admissions/Enrollment/Registration
- Counseling
- Disability Services
- Veteran's Services
- Financial Aid and Scholarships
- Marketing/Recruiting
- Student Records
- Student Activities

HOW RESULTS WILL BE SHARED
Administration will provide summary data from the student surveys that will be shared annually with members of the institutional advisory board and also the student services department.