CLC Testing Services

To take a make-up exam:

◊ You **must** show the test monitor your WCCC student ID card (complete with the current semester’s sticker).

◊ All tests are filed under the course instructor’s last name so be sure that you know his/her last name prior to arriving for your exam.

◊ Do not bring any other items; otherwise, you will need a quarter as a deposit to store the items in a locker. Personal property cannot be left in the CLC.

**Appointments are required!**

Go to [www.wccc.edu](http://www.wccc.edu), select Current Students & go to Student Services. Next, choose Academic Support Services for Make-up & Proctored Testing information.

(724) 925-4135

---

College Learning Center

**Hours of Operation**

- Monday-Thursday: 8:00 AM-7:00 PM
- Friday: 8:00 AM-5:00 PM
- Saturday: 8:00 AM-12:00 PM
  (fall & spring semesters only)

Located in room 565
Founders Hall Youngwood

---

**Notice of Nondiscrimination**

Westmoreland County Community College will not discriminate in its educational programs, activities or employment practices based on race, color, national origin, sex sexual orientation, disability, age, religion, ancestry, union membership or any other legally protected classification. Announcement of this policy is in accordance with state law including the Pennsylvania Human Relations Act and with federal law, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, section 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Inquiries should be directed to the Affirmative Action Officer (presently Sylvia Detar) at 724-925-4190 or in room 4100D, WCCC Business & Industry Center, Youngwood, PA 15697.
Tutorial Services

FREE tutorial services are available at the center for WCCC students enrolled in credit courses. Tutoring sessions are conducted on a limited individual or small group basis. A staff of professional, peer, and volunteer tutors can provide you with assistance in most credit courses.

To request a tutor, simply complete an application form available in the College Learning Center located in room 565 of Founders Hall at the Youngwood campus. Tutoring application forms are also available at the WCCC education centers.

Why group tutoring?

Group tutoring allows the student to interact and learn from peers. They can learn to think critically and clarify their thinking aloud while considering others’ perspectives. Group work also increases self-esteem and confidence.

Students not only benefit from helping each other but the group benefits from a diversity of ideas and points of view. Working cooperatively with a group can increase student understanding and retention of concepts.

Tips for a successful tutoring session:

- Get help early;
- Attend every session-consider tutoring a part of your course schedule;
- Arrive on time (or call);
- Come prepared with questions and materials;
- Attempt all homework assignments before your tutoring session;
- Communicate effectively with your tutor-let him/her know if you do not understand;
- Repeat explanations to your tutor to test your knowledge;
- Discuss day and time of your next scheduled session.

Tutors

The College Learning Center maintains a team of professional, peer, and volunteer tutors to help students of WCCC to achieve their goals.

Tutors do not teach or lecture, but facilitate learning by guiding students to understand the course material. All tutors are trained to help students develop techniques and strategies that the student can then apply toward their course work.

The philosophy of our tutoring program is to empower students with the skills necessary to become strong, independent learners.

...but don’t take my word for it, here are some actual student comments!

“The College Learning Center really helped me do better in class.”

“I liked everything about my tutoring experience.”

“My grade increased and [the tutor] gave me a better understanding of the subject.”

“I was satisfied and thought they were accommodating and worked with my schedule.”

“Found program to be excellent and could not have survived without it.”

Did you know that our tutorial program is certified?