



Plan Name:	Student Retention Plan Standard
Effective Date:	August 1, 2014
Revision Date:	August 1, 2023
Standard:	Standard 10: 5-8

Student Retention Plan

Goals and Objectives

The goal of the Waynesville Career Center is to recruit and retain students who have a genuine interest in the program and will complete the program with their initial learning goal(s) being met.

Process Overview: The retention plan process includes the following items:

- Input from faculty and students to improve program retention rates
- Evaluation of plan and retention rates is done annually
- How results are shared with faculty and staff
- Pre-entrance steps taken to assist students with proper program selection

Procedures and Specific Guidelines

1. Prior to enrollment students are provided with the following:
 - Interest inventory
 - TABE exam to determine academic levels to assist instructors
 - Student interview to review interest inventory, TABE results, and discuss student and instructor questions
2. Retention rates and the Student Retention Plan are shared with WCC steering team members and WCC faculty on an annual basis during steering team and faculty meetings
3. WCC faculty input, student exit survey information, and advisory member input are utilized to identify program strengths, weaknesses, and trends for improvement planning purposes
4. Improvement planning for low retention rates is done when rates fall below the 60% threshold
5. WCC faculty reviews the Student Retention plan and provides input to WCC administration annually through google surveys
6. Students review the Student Retention Plan and provide input to WCC administration annually through the use of google surveys

Personnel Responsible

Program Instructors
WCC Counselor and Support
Staff WCC Administration