



Learning Assistance and Resource Center | 224 Lawrence Center | West Chester University  
West Chester, PA 19383 | 610-436-2535 | [larc@wcupa.edu](mailto:larc@wcupa.edu) | [www.wcupa.edu/larc](http://www.wcupa.edu/larc)

August 2021

Dear New Faculty Colleague:

Welcome to West Chester University! The Learning Assistance and Resource Center (LARC) provides tutoring and academic support services to help students become independent and active learners and achieve academic success. We aim to promote learning and development in a diversity of student populations by assessing and teaching the cognitive and affective skills and strategies necessary for achieving academic and personal learning goals.

The LARC serves more than 1,600 students each semester. We offer tutoring in more than 60 general education courses. Over 100 tutors work at the LARC in any given semester, each of whom has received an A in the course, has a minimum 3.0 GPA, and receives a minimum of ten hours of training through the College Reading and Learning Association certification program.

The LARC also offers success coaching to address issues such as time management, test preparation, textbook reading, college adjustment, and more. Success coaches are trained graduate assistants who facilitate one-on-one or group sessions with undergraduate and graduate students. Students can meet with a success coach weekly or as needed throughout the semester.

Students who receive tutoring and success coaching have consistently praised our services as very helpful in developing student skills and mastering course content. Services are free, but students must make a commitment to attend scheduled sessions. If students consistently miss scheduled sessions, they may be dropped to make room for others who may need support.

A summary of LARC services is as follows:

- **Tutoring-** the LARC offers tutoring services in most general education courses, such as mathematics, physics, social sciences, foreign languages, and introductory business.
- **Supplemental Instruction-** Supplemental Instruction (SI) is available in high-risk biology and chemistry courses. Tutors visit courses and conduct review weekly review sessions.
- **Student Success Coaching-** Graduate Students work one-on-one with students to improve their academic skills, time management, and help them transition into college life.
- **Student Alert-** The mission of the Student Alert Program is to provide early intervention through early indicators to students identified through multiple collegiate channels as needing additional academic and social support.
- **Academic Success Workshops-** Academic Success Workshops (ASW) and individualized sessions demonstrate the application of learning strategies to course content.
- **Smarthinking-** online tutoring is available for science, math, business and more. Access via D2L "Resources" tab.

LARC hours are Monday – Thursday, 8:00 a.m. to 9:00 p.m., and Friday 8:00 a.m. to 4:00 p.m. For more information: Stop by our office in 224 Lawrence Center, Email us at [larc@wcupa.edu](mailto:larc@wcupa.edu), or Visit us on the web at [www.wcupa.edu/larc](http://www.wcupa.edu/larc).

Cordially,

**Jocelyn Manigo, Ed.D.**  
LARC Director

**Kaitlyn Machcinski, M.A.**  
LARC Associate Director

**Rita Patel Eng, M.S.**  
Student Success Coordinator

**Jamee Tobias**  
Clerical Support