



AP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

References:

- Education Code Sections 78210 et seq.;
- Title 5 Sections 55500 et seq.;
- ACCJC Accreditation Standard II.C.2

Scope of the Program

The Student Success and Support Program brings the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements. The agreement is implemented by means of the student education plan.

Requirements

All students shall be required to:

- identify an academic and/or career goal;
- pursue a course of study aligned with that academic and/or career goal; and
- successfully complete courses and maintain progress toward that academic and/or career goal and completing a the selected course of study.

Nonexempt first time students, in entering into an education plan, will do all of the following:

- identify a course of study;
- be assessed to determine appropriate course placement;
- complete orientation;
- participate in counseling, advising, or another education planning service pursuant to Title 5 Section 55523 to develop, at a minimum, an abbreviated student education plan;
- complete a student education plan no later than the term after which the student completes 15 semester units of degree applicable credit coursework or prior to the end of the third semester;
- attend class and complete assigned coursework; and
- complete courses and maintain progress toward an educational goal.

Failure to fulfill the required services above may result in a hold on a student's registration or loss of registration priority until the services have been completed.

Program Components

The Student Success and Support Program services include, but are not limited to, the following:

- **Orientation** that provides timely and current information regarding policies and procedures, and information, including but not limited to:
 - Academic expectations and progress and probation standards;
 - Maintaining registration priority;



- Prerequisite and co-requisite challenge process;
 - Maintaining Board of Governors Fee Waiver eligibility;
 - Description of available programs, support services, financial aid assistance, and campus facilities, and how they can be accessed;
 - Academic calendar and important timelines;
 - Registration and college fees;
 - Available education planning services;
 - Other issues, policies, and procedures the college determines as necessary to provide a comprehensive orientation to students.
- **Assessment**
The District shall adopt procedures that are clearly communicated to students, regarding the college's sample test preparation, how the student test results will be used to inform placement decisions, and the District's limits on the student's ability to re-test pursuant to Title 5 Section 55522.

The District shall not use any assessment instrument except one specifically authorized by the Board of Governors of the California Community Colleges.

- **Counseling** upon enrollment, which shall include, but not be limited to, all of the following:
 - Assistance to students in the exploration of education and career interests and aptitudes and identification of an education and career goal and course of study, including, but not limited to, preparation for transfer, associate degrees, and career technical education certificates and licenses.
 - The provision of information, guided by sound counseling principles and practices, using a broad array of delivery, including technology-based strategies, to serve a continuum of student needs and abilities to enable students to make informed choices.
 - Development of an education plan to accomplish a course of study related to a student's education and career goals.

The District shall make reasonable efforts to ensure that all nonexempt students:

- who are on academic or progress probation or facing dismissal participate in counseling;
- who do not have a course of study participate in counseling, advising, or other education planning services to assist them in the process of selecting an education goal and course of study;
- who are enrolled in non-degree-applicable basic skills courses participate in counseling, advising, or other education planning services.

Student Follow-up

The District shall monitor the academic progress of each student to detect early signs of academic difficulty and provide students with advice or referral to specialized



services or curriculum offerings where necessary. The District shall evaluate the academic progress of, and provide support services to, at risk students. Follow-up services shall be targeted to at risk students, specifically:

- students enrolled in basic skills courses,
- students who have not identified an education goal and course of study, or
- students who are on academic or progress probation or facing dismissal.

These services include, but are not limited to, academic or progress probation interventions, academic early alert systems, and referral to other support services.

Exemptions

The District may exempt a student from orientation, assessment, counseling, advising, or student education plan if the student:

- has completed an associate degree or higher;
- has enrolled at the college for a reason other than career development or advancement, transfer, attainment of a degree or certificate of achievement, or completion of a basic skills or English as a Second Language course sequence;
- has completed these services at another community college within a time period identified by the District;
- has enrolled at the college as a special admit student pursuant to Education Code section 76001.

Any student exempt from orientation, assessment, counseling, advising, or student education plan development shall be notified and may be given the opportunity to participate in those services. Additionally, the District shall not exempt a student solely because a student has not selected an academic and/or career goal or course of study.

Violations and Appeal

The District has established a process by which students may challenge any alleged violation of this procedure. (See AP 5530 Student Rights and Grievances)

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