Policy Change ☒ Constituency Group Review ☒
Procedure Change ☒ District Council ☐
New Policy ☐ Board 1st Reading ☐
New Procedure ☐ Board 2nd Reading ☐
Comments: CCLC Revisions

KEY:
BOLD = new language
strikethrough = delete language

Policy

5050 Matriculation Student Success and Support Program

The District shall provide Student Success and Support Program matriculation services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of Student Success and Support Program services matriculation is to bring the student and the District into agreement regarding the student’s educational goal through the District’s established programs, policies and requirements.

The Chancellor shall establish procedures to assure implementation of Student Success and Support Program matriculation services that comply with the Title 5 regulations.

References:
Education Code Sections 78210, et seq.; Title 5, Section 55500 et seq.

Adopted: June 28, 2004
Revision Adopted: February 11, 2009
5050 Matriculation Student Success and Support Program

I. Matriculation The Student Success and Support Program brings the student and the District College into agreement regarding the student’s educational goal(s) through the District’s College’s established programs, policies and requirements. The agreement is implemented by means of the student educational plan.

II. Each student, in entering into an educational plan, will do all of the following should:

A. Express at least a broad educational intent upon admission Identify educational and career goal(s).

B. Declare a specific goal no later than the term after which the student completes 15 semester units of degree applicable credit coursework.

C. Diligently attend class and complete assigned coursework.

D. Complete courses and maintain progress toward an educational and career goal(s).

E. Cooperate in the development of the student educational plan.

III. Nonexempt first-time students shall, within a reasonable period of time, be required to:

A. Identify a course of study.

B. Be assessed to determine appropriate course placement.

C. Complete an orientation activity provided by the college.

D. Participate in counseling, advising, or another education planning service to develop, at a minimum, an abbreviated student education plan.

IV. In compliance with the State Matriculation Mandate (AB-3), all non-exempt credit students seeking to enroll on courses will participate in some or all of the matriculation components. Matriculation Student Success and Support Program services include, but are not limited to, all of the following:

A. Processing of the application for admission.

B. A. Orientation and pre-orientation services designed to provide to students, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters.

C. B. Assessment for all nonexempt students and counseling upon enrollment, which shall include, but not be limited to, all of the following:

1. Administration of assessment instruments to determine student competency in computational and language skills.
2. Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate degrees, transfer for baccalaureate degrees, and vocational certificates and licenses.

3. Evaluation of student study and learning skills.

4. Referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance; health services; campus employment placement services; extended opportunity programs and services; campus child care services; programs that teach English as a second language; and disabled student services.

5. Advisement concerning course selection.


D. Post-enrollment evaluation of each student’s progress, and required advisement or counseling for students who are enrolled in remedial courses, who have not declared an educational objective as required, or who are on academic probation.

E. For credit students, appeal procedures to be exempt from the matriculation process, to request a review of placement recommendation, or to obtain a waiver of prerequisites are listed in the college catalog.

C. Counseling, advising, or other education planning services for nonexempt students.

D. Assistance in developing a student education plan which identifies the student’s education goals, course of study, and the courses, services, and programs to be used to achieve them.

E. Follow-up services to evaluate the academic progress of, and provide support services to, at risk students; and

F. Referral of students to:
   1. Support services that may be available, including, but not limited to, counseling, financial aid, health and mental health services, campus employment placement services, Extended Opportunity Programs and Services, campus child care services, tutorial services, foster youth support services, veterans support services, and Disabled Students Programs and Services; and
   2. Curriculum offerings which may be available, including but not limited to, basic skills, noncredit programs, and English as a Second Language.

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

References:
Education Code Section 78210 et seq.; Title 5, Section 55500 et seq.

Procedure Last Revised: January 14, 2009