BP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

The District shall provide Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of Student Success and Support Program services 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 District Chancellor shall establish procedures to assure implementation of Student Success and Support Program services that comply with the Title 5 regulations.

References: Education Code Sections 78210, et seq.; Title 5 Sections 55500 et. seq.; WASC/ACCJC Accreditation Standard II.C.2; Revised 6/14/2016

AP 5050 STUDENT SUCCESS & SUPPORT 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 educational plan.

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

• identify an education and career goal;
• identify a course of study;
• be assessed to determine appropriate course placement;
• complete orientation;
• participate in the development of the student educational plan;
• complete a student educational plan no later than the term after which the student completes 15 semester units of degree applicable credit coursework;
• diligently attend class and complete assigned coursework; and
• complete courses and maintain progress toward an educational goal.

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

• Orientation on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters
• Assessment and counseling upon enrollment, which shall include, but not be limited to, all of the following:
  • Administration of assessment instruments to determine student competency in computational and language skills
  • Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses
  • Evaluation of student study and learning skills
  • Referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance; health services; mental 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
  • Advisement concerning course selection
  • Follow-up services, 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.

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 Sections 78210 et seq.; Title 5 Sections 55500 et seq.; WASC/ACCJC Accreditation Standard II.C.2; Revised 5/24/2016

Student Success & Support Program Exemption Requirements

The San José Evergreen Community College District requires all students to fully participate in each college’s Student Success & Support Program services. A student may be exempt from the Orientation, Assessment, and/or Counseling/Advisement component of the Student Success & Support Program if one or more of the following exemption criteria are met:

New students may be exempted from the Orientation, and/or the Counseling components if they:

• Have previously earned a college degree.

New students may be exempted from the Self-Guided Placement or Assessment component if they:

• Enroll in open curriculum classes only.
• Enroll in apprenticeship courses only.
• Possess an Associate, Baccalaureate, or other college degrees.
• Provide a counselor with a high school or other college transcript for multiple measure placement.
• This may be used for placement purposes in lieu of the corresponding assessment test(s).

For more information please contact the SJCC Counseling Center at (408) 288-3750.

Waivers, Appeals and Complaints

Students who wish to request waivers, or file appeals or complaints on the basis of their Title 5 Matriculation Rights must follow the sequence of steps outlined below:

(Students filing other types of complaints or alleging discriminatory practices should follow the procedures listed in the college catalog under “Student Rights and Responsibilities – Grievance Process” or “Admission and Course Enrollment—Equal Opportunity Policy.”)

A. Initial Review of Waiver Appeal or Complaint

1. The student should contact the Division Dean of Counseling & Matriculation and complete an “Appeal or Request for Waiver” form or file a complaint regarding matriculation rights. The completed form should be turned in to the Dean of Counseling & Matriculation.
2. The Division Dean of Counseling & Matriculation will contact the student and schedule a meeting to discuss the problem and/or inform the student of the decision.

3. In the event that the appeal or request for waiver is not granted, the student will be advised of his/her rights to further appeal and the correct procedures to follow.

B. Appeal to the Vice President of Academic & Student Affairs

1. If the initial appeal or request for waiver is not granted and the student does not accept this decision, the student may next submit the initial form to the Vice President of Student Affairs for further review.

2. The Vice President of Student Affairs will review the appeal or request for waiver, and will meet with the student and/or inform the student of his or her decision concerning the matter.

3. In the event the appeal or request for waiver is not granted by the Vice President, the student will be advised of his/her further right to further appeal and the correct procedures to follow.

C. Appeal to the President

1. If the student does not accept the dean's decision, the student may then submit the appeal or request for waiver to the College President.

2. The President will review the appeal, and will meet with the student and/or inform the student of the final decision concerning the appeal or request for waiver.