

# Chapter 5 - Student Services

## AP 5050 Student Success and Support Program

### References:

Education Code Sections 78210 et seq.; Title 5 Sections 55500 et seq.

The Student Success and Support Program (SSSP) aims to increase student access and success by providing core SSSP services to all first-time, non-exempt students defined by Title 5 as students who enroll at the College for the first time, excluding students who transferred from another institution of higher education and students who are concurrently enrolled in high school. These core matriculation services include orientation; assessment and placement; and counseling, advising, and other educational planning services.

SSSP services include, but are not limited to, all of the following:

- providing assessment to determine student competency in computational and language skills for initial course placement. When students are advised to take a placement test, the College shall not use any assessment tests except those specifically authorized by the Board of Governors of the California Community Colleges;
- 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;
- counseling and advising to assist students with the development of an initial abbreviated education plan and a comprehensive education plan after students have completed their 3<sup>rd</sup> semester or 15 units;
- follow-up services to evaluate the academic progress of at-risk students who are enrolled in basic skills courses, have not identified an education goal and course of study, or are on academic or progress probation or facing dismissal; and
- 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 Accessibility Resource Centers for Students; and
  2. curriculum offerings which may be available, including, but not limited to, basic skills, non-credit programs, and English as a Second Language.

Counseling and advising and other education planning services shall include, but are not limited to, 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; and
- development of an education plan to accomplish a course of study related to a student's education and career goals.

A student is exempt from assessment, orientation, counseling, and advising, or education plan development if the student has:

1. completed an associate degree or higher from a regionally accredited institution;
2. 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;
3. completed these services at another community college within a time period identified by the College;
4. enrolled at the College solely to take a course that is legally mandated for employment as defined in Section 55000 or necessary in response to a significant change in industry or licensure standards; or
5. enrolled at the College as a special admit student pursuant to Education Code Section 76001.

Each first time, non-exempt student attending Mt. SAC will do all of the following:

- complete assessment to determine language and computational skills for initial course placement;
- complete orientation prior to their first semester;
- develop an initial abbreviated education plan and a comprehensive education plan after completing their 3<sup>rd</sup> semester or 15 units;
- identify an educational and career goal upon admission; and
- declare a specific education goal no later than the term after which the student completes 15 semester units of degree applicable credit coursework or after completion of their 3<sup>rd</sup> semester.

Failure to fulfill the required service of orientation will result in a hold on a student's registration until the service has been completed.

All students shall be required to:

- identify an education and career goal;
- diligently engage in course activities and complete assigned coursework; and

- complete courses and maintain progress toward an education goal and completing a course of study.

References revised June 2008

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