

EOPS/CARE SPRING 2014 Policy Information-Student Copy

New SPRING 2014 Policy

Peer-to-Peer Mentoring Contact (Limited Services EOPS students only)

Must meet with an EOPS Peer Mentor for 2nd counseling contact between **03/03/2014 to 04/04/2014**

Book Voucher Policy

1. Use only at **LMC Bookstore**. Only for current course textbooks. *Must bring class schedule and picture ID.*
2. 1-time use. Expires **14** days after disbursed.
3. If lost, replaced with **police report**.

Parking Policy

Limited service and appeal - NOT eligible.

Counseling Policy

1. **Children** NOT allowed, per Los Medanos College policy.
2. Make-up appointments guaranteed – Yes ___ No **X**
3. Drop-ins – Yes ___ No **X**
4. Late after **ten (10) minutes** - No Admittance
5. **Three (3)** counseling contacts with EOPS counselor

***Exception**: Students permitted to meet with non-EOPS counselor can complete 2 of the 3 meetings within EOPS timeline and guidelines.

Email Policy

Students are required to establish, maintain, and consult their **InSite** email (e.g. **JDoe123@insite.4cd.edu**) weekly. This serves as a contact point for EOPS official communication.

Academic Progress Report (APR)

Student must obtain instructor feedback from **ALL** enrolled courses. And must meet with at least 50% of instructors during office hours to obtain feedback, i.e. student enrolled in 5 courses, meets with 3 instructors during office hours but has **ALL** instructors fill out APR.

Multiple Campus Policy

Majority of units must be taken at LMC. If enrolled in an even number of courses, LMC *must* be designated as financial “HOME”.

Nine (9) Units Policy

1. **Continuing students** successfully completing **12 or more** units may take **9-11.9** units in following semester.
2. Cannot have less than **12 units** in **consecutive/back-to-back semesters**.
3. **Two (2) semester** life-time limit.

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Full-Time Waiver Policy

At the sole discretion of the EOPS director, a limited number of students may be approved to enroll and complete **less than** a full-time course load. (i.e., 12 units fall or spring, 6 units in the summer)

EOPS Transfer Policy

EOPS supports student transfer to another EOPS program but **cannot guarantee** admission.

Time/Unit Limit Waiver Policy

Full-Service students with high **unit majors** may petition to extend eligibility for EOPS services up to **two (2)** semesters beyond 70 degree-applicable unit/6 semester limit.

Non-Satisfactory Academic Progress Policy

Students showing **poor performance** (i.e. D's or F's) at MSPR deadline are required to meet with EOPS counselor or staff no later than **two (2)** weeks after the MSPR deadline to devise a strategic plan.

Appeal for Readmission Policy

1. Students dismissed from EOPS due to back-to-back semesters of **non-compliance** may submit a written request for readmission.
2. No **second appeals** accepted. No appeals for status downgrade permitted.

Eligibility for EOPS Length

1. **Seventy (70)** degree-applicable units.
2. **Six (6)** consecutive semesters (summer excluded).
3. Dishonor MRC **two (2)** consecutive semesters (appeal and application required for readmission).
4. **Voluntarily withdraw** from EOPS (reapplication required).