

North Orange County Community College District  
**ADMINISTRATIVE PROCEDURES**  
Chapter 5  
Student Services

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## **AP 5050 Student Success and Support Program**

Reference:

**Education Code Sections 78210 et seq. and 88682;**  
**Title 5, Section 55500, et seq. and 56300 et seq.;**  
**ACCJC Accreditation Standard 2**

- 1.0 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.
- 2.0 Each student, in entering into an educational plan, will do all of the following:
  - 2.1 Identify an education and career goal.
  - 2.2 Identify a course or program of study.
  - 2.3 Be assessed to determine appropriate course placement.
  - 2.4 Complete orientation.
  - 2.5 Actively participate in the development of the student educational plan.
  - 2.6 Complete a student educational 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 of enrollment. Non-credit students must complete a student educational plan no later than the second term of enrollment.
  - 2.7 Diligently attend class and complete assigned coursework.
  - 2.8 Complete courses and maintain progress toward an educational goal.
- 3.0 In compliance with the State Student Success and Support Program, all non-exempt credit and non-credit students seeking to enroll in courses will participate in some or all of the Student Success and Support Program components. Student Success and Support Program services include, but are not limited to, all of the following:
  - 3.1 Processing of the application for admission.
  - 3.2 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.
  - 3.3 Assessment and counseling upon enrollment, which shall include, but not be limited to, all of the following:
    - 3.3.1 Administration of assessment instruments to determine student competency in computational and language skills.

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- 3.3.2 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.
- 3.3.3 Evaluation of student study and learning skills.
- 3.3.4 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.
- 3.3.5 Advisement concerning course selection.
- 3.3.6 Development of a student educational plan.
- 3.3.7 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 or who are not making satisfactory academic progress.

- 3.4 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 or who are not making satisfactory academic progress.
- 3.5 For credit students and non-credit students, appeal procedures to be exempt from the matriculation process, to request a review of placement recommendation, or to obtain a waiver of pre-requisites are listed in the college catalog.

- 4.0 Mathematics, Engineering, Science Achievement (MESA) Program: The District shall operate a Mathematics, Engineering, Science Achievement (MESA) Program consistent with Title 5 regulations.
- 5.0 The District shall not use any assessment instrument except one specifically authorized by the Board of Governors of the California Community Colleges.

See Board Policy 5050, Student Success and Support Programs.

**Date of Adoption:** June 14, 2005

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