Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services

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 Student Success Support Program will provide the community college student access and success by providing effective core matriculation services including orientation, assessment and placement, counseling, and other educational planning services, and academic interventions.

The Superintendent/President shall establish procedures to assure implementation of Student Success and Support Program services that comply with the Title 5 regulations. The District shall adopt a Student Success and Support Program plan which includes a budget describing the services provided for its students.

References:  Education Code Sections 78210 et seq.;
            Education Code Sections 78211.5 et seq.;
            Title 5 Sections 55500 et. seq.;
            WASC/ACCJC Accreditation Standard II.C.2

Adopted:  3/17/92
Revised:  3/15/94
Revised:  12/13/94
Revised:  4/17/01
Revised:  3/17/15

(Replaces Board Policy 6903)
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 District shall adopt a Student Success and Support Program plan describing the services to be provided to its students. The plan shall be developed through consultation with representatives of the academic senate, students, administrators, and staff with appropriate expertise. The Student Success and Support Program will coordinate with the District’s student equity plan to ensure that the college has identified strategies to monitor and address equity issues and mitigate any disproportionate impacts on student access and achievement. The agreement between the student and the district is implemented by means of the student educational plan.

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

- complete orientation;
- be assessed to determine appropriate course placement;
- identify a course of study and career goal;
- complete an abbreviated student educational plan no later than the term after which the student completes 15 semester units of degree applicable credit coursework;
- complete a comprehensive student educational plan no later than the third term;
- diligently attend class;
- complete assigned coursework;
- complete course(s);
- maintain progress toward an educational goal.

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

- orientation services designed to provide to students 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:

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 of arts 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; 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;

5. advisement concerning course selection;

6. follow-up services, 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;

7. the provision of information, guided by sound counseling principles and practices, using a broad array of delivery mechanisms, including technology-based strategies to serve a continuum of student needs and abilities, that will enable students to make informed choices.

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

**Matriculation Exemption**

All students who enroll or plan to enroll for credit classes at Allan Hancock College are encouraged to make full use of all Student Success and Support Program services. There are no exemptions from the Admissions, Orientation, and Counseling/Advising or follow-up components.

**Assessment**

Students may be exempt from some or all of the testing portion of assessment if they meet one or more of the following criteria:

1. are transferring from another accredited post-secondary institution and have completed the equivalent of the prerequisite to freshman composition or higher with a grade of C or better (exempt from English portion of assessment);
2. are transferring from another post-secondary institution and
   a. have completed Algebra 1 or higher with a grade of C or better; or
   b. have completed any other math course with a grade of C or better within
      the last three years (exemptions in #2 apply to math only);

3. present scores from an assessment test currently in use by Allan Hancock College
   and taken within the past three years;

4. have an associate degree or higher from an accredited institution;

5. are taking courses only to upgrade occupational skills or as continuing education
   related to current employment and are enrolling in no more than nine units;

6. are taking courses only which are not dependent on academic skill prerequisites
   (such as some PE, art, dance, and music courses) and are enrolling in no more
   than nine units;

7. are enrolling in six units or less (except English and math courses) and have goals
   that do not include working toward a certificate, an associate of arts degree,
   associate of science degree, or transfer;

8. receive credit by examination for English (exempt from English portion only) and/or
   math, (exempt from math portion only) from department approved Advanced
   Placement (AP), College Level Examination (CLEP), or Defense Activity for Non-
   Traditional Education Support (DANTES) test(s).

References: Education Code Sections 78210 et seq.
Title 5 Sections 55500 et seq.
WASC/ACCJC Accreditation Standard II.C.2

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