

Student Services

1 AP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

2 References:

- 3 Education Code, Sections 78210 et seq.;
- 4 Title 5, Sections 55500 et seq.;
- 5 ACCJC Accreditation Standard 2

6 The District shall provide Student Success and Support Program services to students to
7 further equality of educational opportunity and academic success. The Student Success
8 and Support Programs shall identify and close opportunity gaps that impact student
9 success and improve the District's commitment to diversity, equity, and inclusion to better
10 support student success. The Student Success and Support Program brings the student
11 and the District into agreement regarding the student's educational goal through the
12 District's established programs, policies, and requirements. The agreement is
13 implemented by means of the student educational plan.

14 A student entering into an educational plan will do all of the following:

- 15 • identify an education and career goal;
- 16 • identify a course of study;
- 17 • complete an assessment/placement process to determine appropriate course
18 placement;
- 19 • complete orientation;
- 20 • participate in the development of the student educational plan no later than the first
21 term;
- 22 • diligently attend class and complete assigned coursework; and
- 23 • complete courses and maintain progress toward an educational goal.

24 The College's Student Success and Support Program services include, but are not limited
25 to, all of the following:

- 26 • orientation on a timely basis, information concerning campus procedures,
27 academic expectations, financial assistance, and any other appropriate matters;
- 28 • placement, orientation, and counseling upon admission, which shall include, but
29 not be limited to, all of the following:
 - 30 ○ completion of placement instruments to determine student competency in
31 computational and language skills;
 - 32 ○ assistance to students in the identification of aptitudes, interests, and
33 educational objectives, including, but not limited to, associate of arts
34 degrees, transfer for baccalaureate degrees, and career and technical
35 certificates and licenses;
 - 36 ○ evaluation of student study and learning skills;

- 37 ○ referral to specialized support services as needed, including, but not limited to,
38 to, federal, state, and local financial assistance; health services; mental
39 health services; campus employment placement services; Extended
40 Opportunity Programs and Services; campus child care services; programs
41 that teach English as a second language; and services for students with
42 disabilities;
43 ○ advisement concerning course selection; and
44 ○ follow-up services, and required advisement or counseling for students who
45 have not declared an educational objective as required, or who are on
46 academic probation.

47 The District shall not use any assessment/placement instruments except those
48 specifically authorized by the Board of Governors of the California Community Colleges.

49 The District shall do all of the following:

- 50 • Inform students of their rights to access transfer-level coursework in English,
51 mathematics (or quantitative reasoning), credit English as a Second Language and
52 of the multiple measures placement policies or other college placement processes
53 including the availability of challenge processes;
54 • Include information about the student's course placement options in the college
55 catalog, in orientation and advisement materials, on the college's website, and in
56 any written communication by counseling services;
57 • Provide annual reports to the California Community Colleges Chancellor's Office
58 in a manner and form described by the California Community Colleges
59 Chancellor's Office; and
60 • Publicly post the college's placement results, including the number of students
61 assessed and the number of students placed into transfer-level coursework,
62 transfer-level coursework with concurrent support, or transfer-level or credit
63 English as a Second Language coursework, disaggregated by race and ethnicity.

64 **Cerritos POC: Placement, Orientation, and Counseling**

65 English, math, and ESL placement; new student orientation; and counseling are highly
66 recommended for all students and mandatory for first-time college students who wish to
67 enroll in their first term, subject to established exemption criteria.

68 *Cerritos POC Exemption Criteria*

69 Students may be exempted from *Cerritos POC*, or components of *Cerritos POC*, if they
70 have any one of the following:

- 71 • an associate's degree or higher earned from an accredited college or university in
72 the United States;
73 • 60 units completed at an accredited college or university in the United States;
74 • full-time enrollment status at another college, university, or high school; or
75 • a declared educational goal of:
76 ○ advancing in current job and/or career;
77 ○ maintaining job/professional certification or licensure;
78 ○ obtaining a high school diploma or GED; or

79 ○ obtaining personal development.

80 Students may be exempt from the assessment/placement component of *Cerritos POC* if
81 they have completed college coursework in English or ESL, or mathematics, with a grade
82 of “C” or the equivalent, or better.

83 These exemption criteria shall not be used to exempt students from course prerequisites.

84 **Challenges, Appeals, and Violations of Matriculation Regulations**

85 Student challenge of duly adopted matriculation regulations or appeal of individual
86 determinations is subject to consideration by a Cerritos College counselor and/or the
87 Academic Records and Standards Committee.

88 Assessment/placement, orientation, counseling, prerequisites or co-requisites, and/or
89 any other matriculation regulation believed to have been applied in a discriminatory
90 manner is subject to investigation, adjudication, and referral by the Director of Diversity,
91 Compliance, and Title IX Coordinator.

92 Office of Primary Responsibility: Vice President, Student Services

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94 See also AP 4260 titled Prerequisites and Co-requisites, AP 5052 titled Open Enrollment,
95 and AP 5530 titled Student Rights and Grievances.

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