

**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 II.C.2

6 The Student Success and Support Program brings the student and the District into  
7 agreement regarding the student’s educational goal through the District’s established  
8 programs, policies, and requirements. The agreement is implemented by means of the  
9 student educational plan.

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

- 11 • identify an education and career goal;
- 12 • identify a course of study;
- 13 • complete an assessment/placement process to determine appropriate course  
14 placement;
- 15 • complete orientation;
- 16 • participate in the development of the student educational plan no later than the first  
17 term;

18 The College’s Student Success and Support Program services include, but are not limited  
19 to, all of the following:

- 20 • orientation on a timely basis, information concerning campus procedures,  
21 academic expectations, financial assistance, and any other appropriate matters;
- 22 • assessment/placement, orientation, and counseling upon admission, which shall  
23 include, but not be limited to, all of the following:
  - 24 ○ completion of assessment/placement instruments to determine student  
25 competency in computational and language skills;
  - 26 ○ assistance to students in the identification of aptitudes, interests, and  
27 educational objectives, including, but not limited to, associate of arts  
28 degrees, transfer for baccalaureate degrees, and career and technical  
29 certificates and licenses;
  - 30 ○ evaluation of student study and learning skills;
  - 31 ○ referral to specialized support services as needed, including, but not limited  
32 to, federal, state, and local financial assistance; health services; mental  
33 health services; campus employment placement services; Extended  
34 Opportunity Programs and Services; campus child care services; programs  
35 that teach English as a second language; and services for students with  
36 disabilities;
  - 37 ○ advisement concerning course selection; and

38           O follow-up services, and required advisement or counseling for students who  
39           are enrolled in remedial courses, who have not declared an educational  
40           objective as required, or who are on academic probation.

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

43 **Cerritos AOC: Mandatory Assessment/Placement, Orientation, and Counseling**  
44 English, math, and ESL assessment/placement; new student orientation; and counseling  
45 are highly recommended for all students and mandatory for first-time college students  
46 who wish to enroll in their first term, subject to established exemption criteria.

47 *Cerritos AOC Exemption Criteria*

48 Students may be exempted from *Cerritos AOC*, or components of *Cerritos AOC*, if they  
49 have any one of the following:

- 50       • an associate's degree or higher earned from an accredited college or university in  
51       the United States;
- 52       • 60 units completed at an accredited college or university in the United States;
- 53       • full-time enrollment status at another college, university, or high school; or
- 54       • a declared educational goal of:
  - 55           ○ advancing in current job and/or career;
  - 56           ○ maintaining job/professional certification or licensure;
  - 57           ○ obtaining a high school diploma or GED; or
  - 58           ○ obtaining personal development.

59 Students may be exempt from the assessment/placement component of *Cerritos AOC* if  
60 they have completed college coursework in English or ESL, or mathematics, with a grade  
61 of "C" or the equivalent, or better.

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

### 63 **Challenges, Appeals, and Violations of Matriculation Regulations**

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

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

71 Also see AP 4260 titled Prerequisites and Co-requisites, AP 5052 titled Open Enrollment,  
72 AP 5530 titled Student Rights and Grievances

73 Office of Primary Responsibility: Vice President, Student Services

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**Date Approved: May 21, 2007**  
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**Date Reviewed: February 20, 2019**